



**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., October 11, 2019  
GHURA's Main Office  
1<sup>st</sup> floor, Conference Room, Sinajana  
AGENDA**

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**I. ROLL CALL**

**II. BOARD MEETING PUBLIC ANNOUNCEMENTS**

1<sup>st</sup> Printing – Friday, October 4, 2019

2<sup>nd</sup> Printing – Wednesday, October 9, 2019

**III. APPROVAL OF PREVIOUS BOARD MINUTES – August 26, 2019  
September 26, 2019**

**IV. NEW BUSINESS**

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<b>2. Contract Amendment .....</b>	<b>5 - 9</b>
IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing	
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Resolution requesting a new temporary Housing Specialist position at Public Housing – Asset Management Property (AMP) 4 for Transition Purposes	
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Resolution approving the detail appointment extension for an additional 61 days for Calendar Year 2019 for Raymond A. Macias	
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Write-off through July 16, and 31, 2019 and August 31, 2019	

## **V. OLD BUSINESS**

1. Update on REAC
2. Update on the Central Police Precinct

## **VI. CORRESPONDENCE AND REPORTS**

(NONE)

## **VII. GENERAL DISCUSSION / ANNOUNCEMENTS**

1. Ribbon Cutting for Villa Del Mar (Toto): Friday, October 25<sup>th</sup> @ 10:00 a.m.
2. Next proposed scheduled Board Meeting: Friday, October 25<sup>th</sup> @ 12:00 p.m.

## **VIII. ADJOURNMENT**



# Sanders undergoes heart procedure

(The Washington Post) - Democratic presidential contender Bernie Sanders was treated for an artery blockage this week, sidelining him for at least a few days from a race in which the candidates' age and physical health have been significant factors.

The senator from Vermont was hospitalized after experiencing chest pains at a Tuesday campaign event, according to Jeff Weaver, a senior Sanders adviser. Doctors found a blockage in one artery and inserted two stents, Weaver said in a Wednesday statement. Sanders was "in good spirits," but canceled campaign events "until further notice" so he can rest in the coming days, Weaver said.

Sanders thanked well-wishers Wednesday and used the moment to draw attention to his signature universal health care proposal. "None of us know when a medical emergency might affect us. And no one should fear going bankrupt if it occurs. Medicare-for-all!" he tweeted.

The problem emerged at a critical moment for Sanders and the Democratic campaign. The senator had just announced he had raised an impressive \$25.3 million in the year's third quarter, giving him a boost at a time when rival Sen. Elizabeth Warren of Massachusetts had been gaining ground. Now he'll be off the campaign trail for an unknown period, with the next Democratic debate rapidly approaching on Oct. 15.

Age and health have loomed over the 2020 presidential race more than any contest in recent history. The three leading candidates for the Democratic nomination are septuagenarians - Sanders, 78; former vice



**RAISE YOUR HANDS IN SUPPORT:** Supporters for Sen. Bernie Sanders, a presidential hopeful, demonstrate their support at the Polk County Democrats' Steak Fry in Des Moines, Iowa, Sept. 21. Elijah Nouvegalge/Reuters

president Joe Biden, 76; and Warren 70 - who have faced scrutiny over their physical well-being.

The Democrats are vying for a chance to face President Donald Trump, 73, who was the oldest president in history to be sworn in as president for the first time. Although Trump's physicians have given him a clean bill of health - sometimes extravagantly - he pointedly enjoys fast food and avoids exercise, despite holding one of the highest-pressure jobs in the world.

While some older presidents, such as Ronald Reagan, have been seen as reassuring father figures, others, like John F. Kennedy and Barack Obama, have appealed to voters as youthful, energetic leaders. "I think age is an issue for some voters as a proxy for being able to do the job and a proxy for being an agent of change," said Democratic strategist Jesse Ferguson.

Facing a younger crop of Democratic candidates running on generational change, Biden, Warren and Sanders have sought creative ways to project youthfulness and vigor. Sanders played in a summer softball game and reminds voters he used to be a competitive runner. Biden told reporters over the summer he rides a Peloton bike to keep fit. And Warren frequently jogs to the stage at her events.

But they have also had to deal with concerns from voters, questions from rival Democrats, provocations from Trump and, occasionally, injury or illness. Biden, whose gaffes, misstatements and sometimes meandering speeches have plagued his campaign, has absorbed the brunt of these broadsides.

# Biden to Trump: 'I'm not going anywhere'

(The Washington Post) - Former Vice President Joe Biden plans to strike a defiant tone during a campaign speech Wednesday night where he will rip President Donald Trump's efforts to smear him and assure his supporters that Trump won't destroy him or his candidacy.

The top-polling 2020 Democratic presidential candidate has become inextricably intertwined with the impeachment inquiry into Trump's behavior, which centers around Trump asking a foreign leader for dirt on Biden's son.

Biden, who spent four decades in the Senate, has sought to separate Trump and his base from the Republican Party that contains his friends and peers. But in his remarks, Biden intends to slam the GOP.

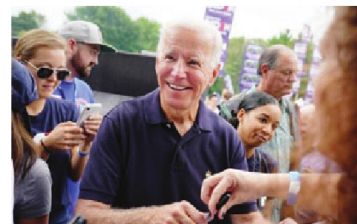
"He is repeatedly smearing me and my family. His party fans out to carry the smear," Biden will say, according to excerpts of Biden's prepared remarks in Reno, Nevada.

"Let me make something clear to Trump and his hatchet men and the special interests funding his attacks against me - I'm not going anywhere," Biden will say. "You're not going to destroy me. And you're not going to destroy my family. I don't care how much money you spend or how dirty the attacks get."

Democrats have begun to worry that Trump's relentless attacks on Biden will weigh on the campaign, even if they're baseless. If Biden is the Democratic nominee there is fear that Trump could succeed in sowing doubt in voters' minds.

Trump has accused Biden of pressuring Ukraine to fire its top prosecutor in 2016 to benefit his son, Hunter.

Hunter Biden served for nearly five years on the board of Burisma, Ukraine's largest private gas company, whose owner came under scrutiny by Ukrainian prosecutors for possible abuse of power and unlawful enrichment. Hunter Biden was not accused of any wrongdoing in the investigation. At the time that Joe Biden, then acting in his capacity as vice president, sought to have Viktor Shokin, the Ukrainian prosecutor, ousted the investigation into Burisma was dormant, according to former Ukrainian and U.S. officials.



**TARGETED?:** Former Vice President Joe Biden, a Democratic presidential hopeful, signs autographs at the Polk County Democrats' Steak Fry in Des Moines, Iowa, Sept. 21. Elijah Nouvegalge/Reuters

Biden and other Western officials have said they were in agreement that Shokin needed to go because he was not sufficiently pursuing corruption cases in Ukraine.

Biden said Trump sought to discredit him and his family because, "like every bully in history, he's afraid. He's afraid of just how badly I would beat him next November."

During a July 25 phone call with the Ukrainian president, Trump asked him to investigate Biden's son for possible corruption. Republicans have leveled the charge that it was improper for a vice president's son to sit on the board of a foreign company.

Nowhere in the prepared remarks does Biden talk about the appearance of a conflict of interest.

Earlier Wednesday, during a press conference with the president of Finland, Trump called Biden and his son "stone cold crooked."

Biden spoke to reporters at a gun-safety forum in Las Vegas and was asked if he'd spoken to Hunter about this. Biden said they'd "communicated a couple of times," but did not offer more detail than that.

"But look, there is zero, zero, zero, zero evidence of any assertion being made, I'm not going to... look, the issue is this president of the United States engaged in something apparently that is close to, well, engaged in activity that at minimum gives a lot of running room for the Russians and Ukraine and I think we should just focus on the issue," Biden told the reporters. "Nobody has ever asserted that I did anything wrong except he and what's that fellow's name? Rudy Udi? Giuliani?"

## ANNUAL GENERAL MEETING

Prutehi Yan Defendi  
Save Southern Guam  
SaveSouthernGuam

Ordot Chalan-Pago Community Center  
Friday, November 8, 2019 from 6 to 9 pm  
ALL WELCOME!

## GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Board of Commissioners Meeting

12:00 P.M., Friday, October 11, 2019

GHURA Main Office

1st Floor Conference Room

117 Bien Venida Avenue, Sinajana

For special accommodation, contact Ms. Kathy Taitano Tel No. 475-1322 or TTY #472-3701




**CURRENCY EXCHANGE RATES**  
**On Oct. 8, \$1 was worth:**

 Keep posted and get more data and details online. Log on to see real time market data with our stock market tool at [postguam.com/stock\\_market](http://postguam.com/stock_market).

51.745 PHP 107.38 JPY 1,193.25 KRW 30.7970 TWD NT\$ 7.1242 CNY 1.4805 AUD A\$ 0.9105 EUR €



# \$27M landfill expansion contract awarded

Core Tech International has won the \$27 million contract to build a third trash cell at the Layon Landfill.

The award of the contract was one of the last remaining responsibilities of the federal receiver Gershman, Brickner & Bratton over government of Guam solid waste management.

Guam Solid Waste Authority General Manager Larry Gast said, although the contract has been awarded later than hoped, he is still confident the third cell will be completed and ready to receive trash by August 2021 when the first and second trash cells are expected to be filled up.

The funds to build the third cell come from the proceeds of \$30 million the government of Guam borrowed from the bond market in July.

## New debt won't increase tipping fees

The Guam Solid Waste Authority has committed to making the debt repay-

ment from the tipping fees it charges residents, businesses and the military for trash collection.

GSWA board Chairman Andrew Gayle and Gast have both said there will be no increase in tipping fees as a result of borrowing \$30 million.

According to the attorney general's office, Gast said, the contract still awaits the final approval of Judge Frances Tydingco-Gatewood of the District Court of Guam. She must formally terminate GBB's oversight of the contract and assign it to GSWA.

"I expect that to happen Friday," Gast said during a status hearing before Judge Tydingco-Gatewood in District Court.

Gast said Core Tech wants to get the job done "as quickly as possible," adding the firm has indicated it "will be working multiple shifts."

The Guam Daily Post's owner is an affiliate of Core Tech International.

(Daily Post Staff)



**LANDFILL:** Workers using heavy equipment work to bury trash at the Layon Landfill on July 25 in Inarajan. David Castro/The Guam Daily Post

## 7 flights canceled, 1,260 passengers affected

By Lannie Walker  
lannie@postguam.com

Business at the airport quickly went back to normal yesterday, after a few early morning flights were canceled at the height of the storm.

John "JQ" Quinata, deputy executive manager of A.B. Won Pat International Airport, said flights coming in from Manila, Japan and Korea from midnight to 4 a.m. were canceled.

In total, seven flights, affecting about 1,260 passengers, were canceled. Four were departing and three were arriving.



**John "JQ" Quinata**

He said the airport worked to get the word out as soon as possible to tour agencies, so passengers wouldn't be dropped



**AIRPORT:** Travelers approach the U.S. Transportation Security Agency checkpoint at the entrance to the departure gates at the A. B. Won Pat International Airport in July 2017. Seven flights were canceled Monday. Post file photo

off at the airport.

"The hotels were prepared to have them stay over one more night," Quinata said.

The first flight out after the storm was Tuesday morning's 7:20 to Honolulu.

The first flight in was Jeju Air's noon arrival from Korea.

Quinata said airlines often send "rescue flights" or larger aircraft to take people who were stranded and to catch up with their normal schedule.

"The airport never closed down," he said, adding that debris on the tarmac and aprons and runways was cleared quickly to ensure planes could take off and land.

## Nissan motorcade rescheduled

Due to recent poor weather conditions making venues uncertain, Nissan Guam has decided to relocate and reschedule the official attempt to break the world record for the most Nissans in a motorcade.

"It's been really wet, thanks to all this rain, and our original venue had us on a grass field over at Adelup which would have made a mess of the field," said general sales manager Brian Downey.

The new date for the world record attempt is now Nov. 3 and the updated route will take drivers from John F. Kennedy High School in Tamuning to Paseo de Susana Park in Hagåtña.

Anyone who has already registered will automatically be entered into the Nov. 3 motorcade, and anyone who is unable to attend is eligible for a refund by emailing [events@nissanguam.com](mailto:events@nissanguam.com) or calling 647-7261.

For more information, visit [nissanguam.com/worldrecord](http://nissanguam.com/worldrecord).

(Daily Post Staff)

## GUAM BOARD OF EXAMINERS FOR DENTISTRY

**Regular Meeting,**  
**Wednesday,**

**October 16, 2019 at 3:00 PM**

at the Terlaje Professional Building, 194 Hernan Cortez Avenue, 2nd Floor, Suite 209 Health Professional Licensing Office Board Conference Room, Hagåtña, Guam.

For more information, please contact the Board office at 735-7405 thru 12. Persons with disabilities needing special accommodations may call 735-7172 or the telecommunication device for the Hearing/Speech Impaired (TDD) at 649-1801. Executive meeting may be called if necessary.

## GUAM ETHICS COMMISSION

### Notice of Meeting

Kumision Dinisiplina / Guåhan

At 12:00 p.m., Wednesday, October 16, 2019, Bell Tower, 710 W. Marine Corps Dr., Suite 201, Hagåtña Guam. For special accommodations, call Eric Miller/ADA Coordinator at 647-1855.

## GUAM HOUSING AND URBAN RENEWAL AUTHORITY

**Board of Commissioners Meeting**

**12:00 P.M., Friday, October 11, 2019**

**GHURA Main Office**

**1st Floor Conference Room**

**117 Bien Venida Avenue, Sinajana**

For special accommodation, contact Ms. Kathy Taitano Tel No. 475-1322 or TTY #472-3701





**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., October 11, 2019  
GHURA's Main Office  
1<sup>st</sup> floor, Conference Room, Sinajana  
MINUTES**

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**I. ROLL CALL**

After notice was duly given, pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled board meeting was called to order at 12:00p.m. by Chairman Flores. He also indicated that **5 members** of the Board of Commissioners were **present**, and called the meeting to order on **Friday, October 11, 2019 at 12:00 p.m. in the GHURA Sinajana Main Office, 1<sup>st</sup> Floor Conference Room.**

**Present (Quorum):**

Chairman, Sabino Flores

Vice Chairwoman, Monica Guzman

Commissioner Car Dominguez, Member

Commissioner George Pereda, Member

Commissioner Joseph Leon Guerrero, Resident Member

Anthony Perez, Legal Counsel

**Public:**

Mr. & Mrs. Enrique Torres

Matthew Torres

**Management & Staff:**

Ray S. Topasna, Executive Director

Liz Napoli, Deputy Director

Audrey Aguon, Special Assistant

Albert Santos, A&E Manager

Katherine Taitano, Chief Planner

Kimberly Bersamin, HR Administrator

Lucele Leon Guerrero, Controller

Greta Balmeo, Buyer Supervisor I

**II. BOARD MEETING PUBLIC ANNOUNCEMENTS**

1<sup>st</sup> Printing – Thursday, September 19, 2019

2<sup>nd</sup> Printing – Tuesday, September 24, 2019

**ACKNOWLEDGED**

**III. APPROVAL OF PREVIOUS BOARD MINUTES –**

[204/19] - August 26, 2019- Correction on attendance: Vice Chairwoman Guzman was absent on 8/26, 2019.

September 26, 2019- No corrections.

[205/19]- A motion was made to approve the Board meeting minutes of August 26 and Sept. 26, 2019. The motion was seconded by Commissioner Pereda. There were no objections to the motion. **THE MOTION WAS APPROVED AS CORRECTED.**



#### **IV. NEW BUSINESS**

##### **1. [206/19]- Contract Amendment**

**Construction of the "Central Community Arts Hall within the existing Sinajana Community Center structure".**

Mr. Albert Santos indicated that an IFB for the project was advertised and a bid proposal is due on October 18, 2019. The demolition and erection were required of the new structures within the Sinajana Community Center, GHURA has requested that E.M. Chen submit limited CM Services to assist our staff in the construction of the project.

E.M. Chen's cost proposal was in the amount of \$61,200, but negotiated to the amount of \$54,000. GHURA requested that the board approve a contract amendment in the amount of \$54,000 to E.M. Chen and Associates to provide the needed Limited CM services for the construction of the Arts Center in Sinajana.

**[207/19]- A motion was made by Vice Chairwoman Guzman to "amend the contract with E.M Chen to include funding of \$54,000 for them to act as construction managers for the Central Community Arts Hall in Sinajana." The motion was seconded by Commissioner Dominguez. There were no objections to the motion. THE MOTION WAS APPROVED.**

##### **2. [208/19] - Contract Amendment**

**IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing**

Mr. Albert Santos indicated that currently, the project has been delayed. He went on to state the reason for the delay was the **re-clearing** of the 1500 linear feet (LF) concrete storm swale caused by recent heavy downpour of rain. This caused nearby slopes to erode into the swale, filling it with soil and vegetation.

GHURA requested that the board approve a contract modification with Genesis Tech Corporation in the amount of \$9,350.00. In addition, a time extension is needed due to building permit delay, clean-up efforts, and new fence installation for a total of 90 days.

**[209/19]- A motion was made by Commissioner Leon Guerrero to approve the contract modification for IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing in the amount of \$9,350.00. The motion was seconded by Chairman Flores. There were no objections to the motion. THE MOTION WAS APPROVED.**



**3. 210/19] - Contract Amendment**

**GHURA-3-7-2019-TRAN, Phase III, Upgrade of Kitchen and Bathroom on 8-Units at Guma Trankilidat in Tumon**

Mr. Albert Santos indicated that Genesis Tech. Corp. is on contract to up-grade the kitchens and bathrooms of 8 units at Guam Trankilidat in Tumon. However, upon inspection of the units, it was discovered that the living room wall paint in unit E5 was bubbling. The gypsum wall had absorbed water that had leaked through cracks in the ceiling.

GHURA requested that the contractor submit a cost proposal to repair/seal the cracks and to replace the gypsum wall with a ½ inch cement board and paint finish to match existing wall. This is not a part of the kitchen and bathroom contract.

Mr. Santos explained that GHURA is requesting to amend the contract in the amount of \$5,000 and approving Genesis Tech. Corp. to complete the additional work on unit E5.

**[211/19] - A motion was made by Commissioner Dominguez to approve the amended contract of GHURA-3-7-2019-TRAN, Phase III, Up-grade of the kitchens and bathrooms on 8- units at Guma Trankilidat in Tumon in the amount of \$5000. The motion was seconded by Commissioner Pereda. There were no objections by the other board members. THE MOTION WAS APPROVED.**

**4. [212/19] - Intent of Award**

**IFB#GHURA-8-12-2019-IT Equipment-Desktop Computers, Impact Printers, Laptop Computer, Uninterruptible Power Supply (UPS), and Network Equipment (router and switches).**

Miss Greta Balmeo, stated that the bid opening for the project was held on August 28, 2019. A total of (8) vendors purchased bid specification packets, but only (5) submitted proposals.

Upon review by GHURA's MIS staff, it was determined that the bids listed below were those submitted as the lowest, most responsive, and most responsible. She added that GHURA is requesting that the Board approve the following awards to the specified vendors:



<u>BASE BID</u>	<u>VENDOR</u>	<u>BID AMOUNT</u>
Base bid #1-	SANFORD TECHNOLOGY GROUP	\$32,872.00
Base bid #2-	SANFORD TECHNOLOGY GROUP	\$531.00
Base bid #3-	SANFORD TECHNOLOGY GROUP	\$8,910.00
Base bid #4	SANFORD TECHNOLOGY GROUP	\$558.00
Base bid #5	MEGABYTE	\$829.76
Base bid #6	SANFORD TECHNOLOGY GROUP	\$2929.00
Base bid #7	DATA MANAGEMENT RESOURCES	\$1649.00
Base bid #8	MEGABYTE	\$1838.00
Base bid #9	MEGABYTE	\$484.44
<b>TOTAL:</b>		<b>\$50,601.96</b>

Mr. Topasna added that the bid is in connection to GHURA's Section 8 Action Plan that the board approved earlier. GHURA is trying to spend down every penny it has.

**[213/19] - A motion was made by Commissioner Pereda to approve IFB#GHURA-8-12-2019-IT Equipment, in the amount of \$50, 601.96, to vendors of Bid item #'s 1, 2, 3, 4, and 6 to Sanford Technology Group in the amounts listed down in the proposal as recommended by the staff. Bid item # 5, 8, and 9 to Megabyte, and Bid item #7 to Data Management Resources. Vice Chairwoman Guzman seconded the motion. There were no objections by the other board members. THE MOTION WAS APPROVED.**

**5. [214/19] - Resolution No. FY2020-001  
Resolution approving the Substantial Amendment to the Citizen  
Participation Plan 2019**

Ms. Katherine Taitano presented the resolution and explained that it was a part of GHURA's due diligence to update the Citizen Participation Plan. HUD requires that GHURA have a methodology in place when presenting CDBG items of interest to the public. GHURA also wants to make sure that it is using the latest technology when sharing information with the public.

She added that whenever changes are made related to the first document of the Consolidated Plan, GHURA must implement set guidelines when engaging the public in hearings and receiving their comments and/or suggestions.

Chairman Flores questioned whether the resolution was to approve an actual amendment or to proceed with preparing an amendment. He also stated that clarification needed to be made since the substantial amendment was still in progress. Vice Chairwoman asked if the amendment was completed yet. That it was still a work in-progress.



Ms. Taitano offered to return at another date to present the resolution. She also stated that her team will have data collected to further support the amendments described in the resolution.

[215/19] - The board decided that Resolution No. FY2020-001, approving the Substantial Amendment to the Citizen Participation Plan 2019 be tabled until the next scheduled board meeting.

**6. [216/19] - Resolution FY2020/002**

**Resolution authorizing the board of commissioners to take the necessary steps to Submit an application for GHURA to become a U.S. Department of Housing & Urban Development/Approved Counseling Agency.**

Ms. Katherine Taitano explained that GHURA is in the process of meeting a mandate from HUD stating that GHURA become a HUD approved Housing Counseling agency.

[217/19] - Vice Chairwoman Guzman made a motion to approve the Resolution FY2020/002 authorizing the board of commissioners to take the necessary steps to submit an application for GHURA to become a U.S. Department of Housing & Urban Development Approved Counseling Agency. The motion was seconded by Chairman Flores. There were no objections by the other board members. **THE MOTION APPROVED.**

Mr. Topasna informed the board that at the federal level, HUD is aware of GHURA's intention to proceed with the HUD certification.

**7. [218/19] - Resolution No. FY2020-003**

**Resolution amending the "GHURA 2019 Pay Schedule for Maintenance Personnel" to incorporate the Architectural Engineering (A/E) Manager Position paygrade for recruitment purposes.**

Mrs. Kim Bersamin explained that recruiting for maintenance for the public housing program has been difficult in the past. One of the reasons is because salaries aren't competitive enough. The best thing for HR to do, with regard to a succession plan, was to move the A/E manager position's pay from the General Pay Plan into the Critical position.

Mrs. Bersamin respectfully requested that the board authorize her to amend the pay scale from 2018 to include the A/E Manager along with the laborer, maintenance worker, and the lead man position.



**[219/19] - Commissioner Dominguez made a motion to approve Resolution No. FY2020/003, the Resolution amending the "GHURA 2019 Pay Schedule for Maintenance Personnel" to incorporate the Architectural Engineering (A/E) Manager Position paygrade for recruitment purposes. Commissioner Leon Guerrero seconded the motion. With no objections from the other board members. THE MOTION WAS APPROVED.**

**8. [220/19] - Resolution No. FY2020-004  
Resolution requesting a temporary Architectural / Engineering (A/E)  
Manager position for transition purposes**

Mrs. Bersamin respectfully requested that the board approve adding a temporary A/E manager position for transition purposes, while the Merit system/job announcement for the position is open. The job announcement runs until the end of October. GHURA also wants to ensure that there are no disruptions to the day to day operations of the CPD programs during the transition.

**[221/19] - Vice Chairwoman Guzman motioned to approve Resolution No. FY2020/004, a resolution requesting a temporary Architectural/Engineering (A/E) Manager position for transition purposes. Chairman Flores seconded the motion. There were no objections to the motion. MOTION WAS APPROVED.**

**9. [222/19] - Resolution No. FY2020-005  
Resolution requesting a new temporary Housing Specialist position at  
Public Housing – Asset Management Property (AMP) 4 for Transition  
Purposes.**

Mrs. Bersamin stated that one of the top-ranking Senior Housing Specialists will be relocating to the mainland by Thanksgiving. A request by the PH manager for the Senior Housing Specialist to train a temporary housing specialist was considered. She also indicated that the interviewing process to fill this position, will begin soon. The eligibility list will assist in locating top quality talent.

**[223/19] - Commissioner Pereda made a motion to approve Resolution No. FY2020-005, a resolution requesting a new temporary Housing Specialist Position at Public Housing-Asset Management Property (AMP) 4 Transition purposes. The motion was seconded by Chairman Flores. There were no objections from the other board members. THE MOTION WAS APPROVED.**



**10. [224/19] - Resolution No. FY2020-006**

**Resolution approving the detail appointment extension for an additional 61 days for Calendar Year 2019 for Raymond A. Macias**

Mrs. Bersamin explained that the initial 90-day procedure was adhered to. The resolution is to approve the extension of another 90-day extension. A job announcement was sent out, unfortunately, there seemed to be no public interest in the position. She stated that some possible factors as to why no one has applied may include; salaries, moving from a classified to classified limited term position, or the amount of responsibilities required of the position.

Director Topasna added that GHURA will be revisiting the PH Compensation Study. It requires a lot of work, but salaries are great incentives. If the position pays enough, we may get takers.

**[225/19] - Vice Chairwoman Guzman made a motion to approve Resolution No. FY2020-006, a resolution approving the detail appointment extension for an additional 61 days for Calendar Year 2019 for Raymond A. Macias. The motion was seconded by Commissioner Dominguez. There were no objections by the other board members. THE MOTION WAS APPROVED.**

**11. [226/19] - Request for Tenant Account Receivables**

**Write-off through July 16, and 31, 2019 and August 31, 2019**

Mrs. Lucele Leon Guerrero reported that the write-offs for AMPs 1,3, and 4 came up to \$29, 662.89. AMP2 and Guma Trankilidat did not have any write-offs to report. AMP1's write-off is 23.28% of the \$29,662.89. AMP2's write-off is 23.7% of the \$29, 662.89. AMP4's write-off is 53.2% of the \$29,662.89. Write-off reasons include non-payment of rent, disconnection of utilities, termination due to criminal activity, or termination as a result of Grievance hearing. She added that since the release of tax refunds, there have been an increase in collections.

**[227/19] - A motion was made by Chairman Flores to approve the request for tenant account receivables period through July 16 and 31, 2019 and August 31, 2019. The motion was seconded by Commissioner Pereda. There were no objections to the motion. THE MOTION WAS APPROVED.**

**V. OLD BUSINESS**

**1. Update on REAC [Reference #176/19]**

Mr. Topasna stated that the REAC inspections were scheduled on September 5 through September 13, 2019. The good news is that, collectively, GHURA did well enough to receive Standard Performer Status. The not-so-good news is that GHURA may have lost the High Performer Status. The results are as follows:



### SCORE

- AMP 1- 84
- AMP2- 55
- AMP3- 72
- AMP4- 82
- **GUMA TRAKILIDAD- PASSED**
- As a result of the final scores, GHURA will be monitored by HUD periodically.
- Re-inspection for AMP2 may be scheduled in December 2019 or February 2020.
- He added that he and the Deputy Director have considered Administrative remedies to be discussed at a later date.
- Executive management team has developed an Action Plan to prepare AMPR2 for reinspection.

Mr. Albert Santos explained that all the AMPs were given a 14-day notice to prepare for inspection. D.C. Headquarter' s sentiments were that if all the AMPs are doing their Uniformed Physical Condition Standards (UPCS) monthly, the AMPs should pass regardless of the 14-day notice.

Five components were reviewed: site, exterior of structure, building system, common area, and units. AMP2 scored fairly well on all the components except for the UNITS component, scoring 11 out of 44 points. AMP3 scored below an 80, so they will be re-inspected in 2020. AMP1 and AMP4 will be inspected in 2021.

Three teams have been created to assist AMP2 in ensuring they pass reinspection.

#### **2. Update on the Central Police Precinct [Reference #037/18]**

- Fire suppression system needed parts. Parts have been located and purchased
- Fire inspection is scheduled for the week of October 14-19, 2019
- Electrical and mechanical walk-thru is completed, sign-off will only be done after Central Police Precinct passes fire inspection
- GTA is ready to install the wiring
- Water and Power are ready to connect as soon as the occupancy permit is obtained.
- Occupancy Permit may take a few more weeks after Fire Permit

### **VI. CORRESPONDENCE AND REPORTS**

(NONE)

### **VII. GENERAL DISCUSSION / ANNOUNCEMENTS**

#### **1. [228/19] - Ribbon Cutting for Villa Del Mar (Toto): Friday, October 25<sup>th</sup> @ 10:00 a.m.**

- This event was rescheduled several times because of permit delays (EPA and DPW)
- Ribbon Cutting will be for the opening of 66 Units, Ground breaking will be for 88 more units to be built.
- Board members were invited to attend
- Occupancy for 66 units will begin



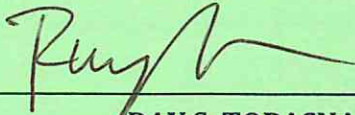
- Updates of 26 projects was requested by Commissioner Dominguez.
2. [229/19] - Mrs. Bersamin reminded the board of the required Board training. She informed the board of a tentative date scheduled for the UOG trainers to come into the GHURA board room and present the Ethics in Government session. That date is October 21, 2019 from 8:30am-11:30am.
    - All Board members, with the exception of the newest board member, Mr. Frank Ishizaki, confirmed their attendance.
  3. [230/19] - **Mr. and Mrs. Enrique and Bertha Torres-**  
 Mrs. Bertha Torres explained that since the last time she presented to the board; her project has moved forward.
    - She also expressed her concern over another issue- a sewage/septic tank with plumbing on their property, as well as the discovery of a mango tree with roots growing into the sewage/septic tank
    - They are requesting that GHURA remove the sewage/septic tank and the mango tree roots from the Torres property
    - Mr. Topasna stated that GHURA has done everything it could within the regulations that it is governed by, to assist the Torres'. He apologized to the Torres' for their struggles, but expressed that some of the requests being asked of GHURA by the Torres' requires communicating with its Legal counsel. He requested that they await a written response.
    - Tony Perez's (Legal Counsel) response: 1. Author of the document is the deed issued to the Torres'. 2. Asan Redevelopment Plan has expired. 3. GHURA has no budget to cure the deficiencies on the property.
    - **A FORMAL RESPONSE FROM GHURA IS FORTHCOMING.**
  4. [231/19] - **Next proposed scheduled Board Meeting:**  
**Friday, October 25<sup>th</sup> @ 12:00 p.m.**

Chairman Flores announced that meeting days will be moved from Monday to Friday as **the majority** of the board members preferred a Friday meeting. There were no objections.

#### **VIII. ADJOURNMENT**

[232/19] - A motion to adjourn was made by Vice Chairwoman Guzman. The motion was seconded by Commissioner Leon Guerrero. With no objections to the motion by the other board members, **THE MOTION WAS APPROVED AND MEETING WAS ADJOURNED AT 1:55P.M.**

SEAL


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



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

**MEMORANDUM:**

**TO:** Board of Commissioners

**FROM:** Executive Director 

**SUBJECT:** Construction of the “Central Community Arts Hall within the existing Sinajana Community Center structure”.

Our staff had completed their review of E.M. Chen & Associates final design of Central Community Arts Hall within the existing Sinajana Community Center structure. The IFB for the project is presently being advertised with a bid proposal due date of October 18, 2019.

Because of the complexity for both; the demolition work required and the erection of new structures within the Sinajana Community center, we requested E.M. Chen to submit a limited CM services to assist our staff in the construction of this project.

Attach is E.M Chen cost proposal in the amount of \$61,200.0 which was reviewed and negotiated to \$54,000.00 for the nine-month period to construct the facility. The effort is critical due to the timing of 3 major projected projects to be in placed at the same time which will overload our current staff.

Based on the need to address and provide adequate engineering coverage to for the project while maintaining operation at the mayors’ office and senior center, we are requesting that the Board approves a contract amendment in the amount of \$54,000.00 with E.M. Chen & Associates to provide the needed Limited CM service for the construction of the Arts Center in Sinajana.

Attachment: Proposal

At the Regular Board Meeting of October 11, 2019, a motion was made by Vice Chairwoman Guzman and seconded by Commissioner Dominguez to amend the contract with E.M. Chen to include the funding of \$54,000.00 for them to act as construction managers for the Central Community Arts Hall in Sinajana. Without any further discussion and objection, the motion was approved.





# E.M. CHEN & ASSOCIATES, INC.

ARCHITECTURE • ENGINEERING • PLANNING • CONSTRUCTION MANAGEMENT

1001 Army Drive, Suite 201, Barrigada, Guam 96913

Tel: (671) 633-2881/2882 Fax: (671) 633-2883 E-mail Address: emchen@emchen.com

September 11, 2019

**Mr. Raymond S. Topasna**  
Executive Director  
**Guam Housing and Urban Renewal Authority**  
117 Bien Venida Avenue  
Sinajan, Guam 96910

Attention: **Mr. Albert Santos**  
Architectural and Engineering Manager

Subject: Construction Management Services of Central Community Arts Hall in Sinajana

**Dear Mr. Topasna:**

As per our meeting with Mr. Albert Santos today 9/11/19, we are submitting herewith our revised fee proposal for the above subject project for your review and approval.

Should you have any questions or comment, please let us know and we will be happy to discuss with you.

Very truly yours,

**Alan C. Chen, AIA**  
Vice President

**Encl: Revised Fee CM Services**



**CONSTRUCTION MANAGEMENT SERVICES  
FOR  
CENTRAL COMMUNITY ARTS HALL IN SINAJANA**

**SEPTEMBER 11, 2019**

ITEM		No. Hours	Hourly Rate	Direct Cost				Total Direct Cost
1.	Architect/Project Manager							
	-Bi-monthly meetings	4.0	\$200.00	\$ 800.00				
	-Inspection weekly	16.0	\$200.00	\$ 3,200.00				
	-Submittal/RFI Review	4.0	\$200.00	\$ 800.00				
				\$ 4,800.00	x	9	=	\$ 43,200.00
2.	Structural Engineer							
	-Rebar	16.0	\$200.00	\$ 3,200.00				
	-Concrete	8.0	\$200.00	\$ 1,600.00				
	-Double-Tee	16.0	\$200.00	\$ 3,200.00				
				\$ 8,000.00				\$ 8,000.00
3.	Electrical Engineer							
	-Submittal Review	7.0	\$200.00	\$ 1,400.00				\$ 1,400.00
4.	Mechanical Engineer							
	-Submittal Review	7.0	\$200.00	\$ 1,400.00				\$ 1,400.00
	<b>TOTAL</b>							\$ 54,000.00

**Total monthly basis services with a fix fee of (54,000 @ 9) = \$6,000.00**

Prepared by:

**E. M. Chen & Associates, Inc.**

  
\_\_\_\_\_  
Alan C. Chen, AIA

Date: 9/11/19



**CONSTRUCTION MANAGEMENT SERVICES FOR  
DESIGN OF A CENTRAL COMMUNITY ARTS HALL IN SINAJANA**

**SEPTEMBER 5, 2019**

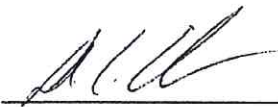
	ITEM	(1) HOUR	(2) Rate	(3) Total
1.	<b>Architect/Project Manager</b>			
	-Bi-monthly meetings	4.0	\$ 200.00	\$ 800.00
	-Inspection weekly	16.0	\$ 200.00	\$ 3,200.00
	-Submittal/RFI Review	4.0	\$ 200.00	\$ 800.00
				\$ 4,800.00
2.	<b>Structural Engineer</b>			
	-Rebar	2.0	\$ 200.00	\$ 400.00
	-Concrete	2.0	\$ 200.00	\$ 400.00
	-Double-Tee	2.0	\$ 200.00	\$ 400.00
				\$ 1,200.00
3.	<b>Electrical Engineer</b>			
	-Submittal Review	2.0	\$ 200.00	\$ 400.00
4.	<b>Mechanical Engineer</b>			
	-Submittal Review	2.0	\$ 200.00	\$ 400.00
<b>TOTAL MONTHLY BASIS</b>				<b>\$ 6,800.00</b>

We propose our services on a monthly basis with a fix fee of **\$6,800.00**.

Total CM services for 9 mos @ \$6,800 = **\$61,200.00**.

Prepared by:

**E. M. Chen & Associates, Inc.**



Alan C. Chen, AIA

Date:

9/5/19



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

**MEMORANDUM:**

**TO:** Board of Commissioners

**FROM:** Executive Director 

**SUBJECT:** **Contract Amendment  
IFB # GHURA- 05-23-2019-AMP3,  
New Chain Link fence & debris clearing**

The on-going subject project is delayed for multiple reasons, the current delay is due to the need for the contractor to re-clear the 1500 LF concrete storm water swale. The heavy rain down pour over the past weekend cause the slopes alone side the housing development in Agat to slide/erode onto the swale and pouring onto the back yard of our units. The contractor had cleared the swale earlier in preparation for the installation of new fencing to prevent tenants from dumping their trash and personal belonging in the swale.

Because of the safety concern of our tenants, the urgency to clear the swale in control of future storm water from over flowing into their units alone side the hill side, we instructed the contractor to clear the entire swale immediately and to submit a cost proposal to clear the entire 1500 LF concrete swale filled with eroded soil and vegetation (photo attach of swale cleared)

The attach proposal submitted by the contractor was reviewed by our staff which they determined to be fair and reasonable at \$6.00 per LF for a total amount of \$9,350.00.

Based on our staffs' review and determination, we are requesting that the Board approves a contract modification with Genesis Tech Corporation in the amount of \$9,350.00 to immediately respond and clear eroded soil to prevent additional storm water run-off damaging our units at GHURA99. In addition a time extension is needed due to the building permit delay of more than 60 days and weather hampering their efforts in the clean-up and new fence installation for a total of 90 days.

Attachment: Cost proposals  
photo of cleared water run-off swale

At the Regular Board Meeting of October 11, 2019, a motion was made by Resident Commissioner Leon Guerrero and seconded by Chairman Flores to approve the change order request for the soil erosion and vegetation removal in reference installation of the new chain link fence & debris clearing at GHURA 99 in Agat for GHURA-05-23-2019-AMP3 for the proposed additional cost of \$9,350.00. Without any further discussion and objection, the motion was approved.



# ***Genesis-Tech Corporation***

P.O. Box 23059  
Barrigada, Guam 96921  
Tel/Fax :( 671)637-3370  
email:genesistechguam@gmail.com

**09/25/2019**

**Mr. Ray S. Topasna**  
Executive Director  
Guam Housing and Urban Renewal Authority  
117 Bien Venida Avenue, Sinajana, Guam 96910

Attn: **Mr. Albert H Santos**  
FME Manager

Reference: Installation of New Chain Link Fence and Debris Clearing at GHURA 99  
in Agat(GHURA-05-23-2019-AMP3)

Subject: **Change Order Request for Soil Erosion & Vegetation removal**

Dear Sir,

We would like to request a change order for clearing of existing swale along Mao drive. Although we clear existing swale, unfortunately with past few weeks continuous heavy rain downpour we had some challenges of removal of eroded soil and vegetation from uphill along one side of existing concrete swale. Additional man hours, equipment and operator required to remove and clear eroded soil and vegetation on completed work along existing swale. Restore existing finish grade damaged by equipment.

The proposed additional cost **\$9,350.00** as Lump Sum Basis(Total Lot, Labor & Heavy equipment Quotation)

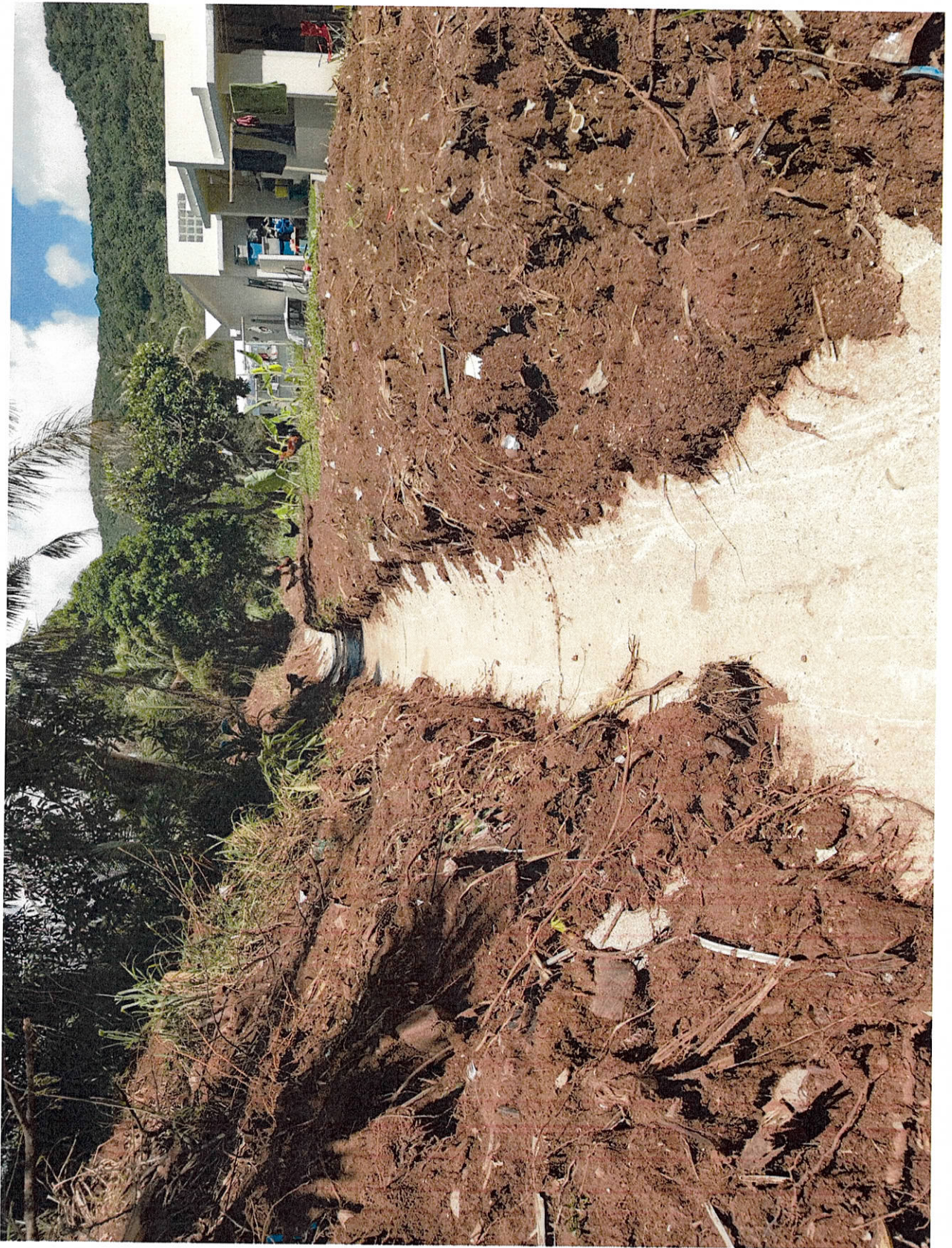
Thank you for your guidance and consideration. If you should have any questions, please do not hesitate to call me at 637-3370 or 888-5785.

Sincerely,



Young Kim  
General Manager
















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

**MEMORANDUM:**

**TO:** Board of Commissioners

**FROM:** Executive Director 

**SUBJECT:** Contract Amendment  
GHURA -3-7-2019—Tran, Phase III  
Up-grade of Kitchen and bathroom on 8-units at Guma  
Trankilidat in Tumon

Genesis Tech Corp. is on contract for the Up-grade of Kitchen and bathroom on 8-units at Guma Trankilidat in Tumon, Phase III. During inspection of units staff noted that the living wall paint in unit E5 were bubbling. After investigating they noted that the gypsum wall absorbed water dripping from the ceiling and after climbing to the roof deck, they noted that the inverted roof beams had cracks along the joints with the roof slab.

Based on the findings we requested the contractor to submit a cost proposal to repair/seal the cracks along the entire length of the beam and to remove and replace the damaged gypsum wall with a ½ inch cement board with paint finish to match existing walls. The replacement of this wall in the living room is not part of the contract only kitchen and bathroom walls are to be replaced.

Attached is the contractor proposal in the amount of \$5,000.00 which was reviewed by our staff who found the cost to be reasonable for the amount of work required.

Based on our staff review, we are requesting that the Board approve a contract amendment in the amount of \$5,000.00 with Genesis Tech Corp for the additional work to complete the unit in order for the next tenant on the list to move in.

Attachment: Proposal

At the Regular Board Meeting of October 11, 2019, a motion was made by Commissioner Dominguez and seconded by Commissioner Pereda to approve GHURA-3-7-2019-Tran, Phase III, The repair of the roof and the replacement of the wall damaged by leakage at Guma Trankilidat in the amount of \$5,000.00 to Genesis Tech Corporation. Without any further discussion and objection, the motion was approved.

***Genesis-Tech Corporation***

P.O. Box 23059 Barrigada, Guam 96921

Tel/Fax: (671)637-3370

genesistechguam@gmail.com

September 27, 2019

To: Albert H Santos  
FME Manager  
Guam Housing and Urban Renewal Authority.

Reference: Up-grade of Kitchen and bathroom on 8-units at Guma Trankilidat  
in Tumon-Phase III  
IFB # GHURA-3-7-2019-Tran

Subject: A Change Order Proposal- #E5 on Guma Trankilidat Tumon

Dear Sir,

As requested, we'll glad to have a chance to submit a proposal a change order, proposed work consists of the followings due to water damage from the recent rains.

1. Scope of Work :
  - a. Replacements ½ in. Cement board-one side of living room wall
  - b. Roof repair and roof coating.
2. The proposed additional cost \$5,000.00 as Lump Sum Basis

Please feel free to contact us at 637-3370 or 888-5785 for any question that you might have. Your kind review and acceptance of this proposal would be greatly appreciated.

Sincerely,



Young Kim  
General Manager

Cc: Andrew Manglona  
Field Inspector



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

**MEMORANDUM**

**TO:** Board of Commissioners

**FROM:** Executive Director

**SUBJECT: Intent of Award for IFB#GHURA-8-12-2019  
IT EQUIPMENT - Desktop Computers, Impact Printers, Laptop  
Computer, Uninterruptible Power Supply (UPS), and Network  
Equipment (router and switches)**

Bid opening for the subject project was held on August 28, 2019 at 10:00 a.m. A total of eight (8) vendors purchased a set of the bid specification packet and five (5) had submitted proposals. Listed below are the results of the bids submitted which were opened and read aloud:

	Sanford Technology Group	Megabyte	ComPacific	Data Management Resources	SBS Guam
Base Bid #1	\$ 32,872.00	\$ 37,168.32	\$ 46,872.00	\$ 34,244.00	\$ -
Base Bid #2	\$ 531.00	\$ 727.44	\$ 678.00	\$ -	\$ 679.00
Base Bid #3	\$ 8,910.00	\$ 10,675.32	\$ 10,392.00	\$ -	\$ 10,869.00
Base Bid #4	\$ 558.00	\$ 758.44	\$ 684.00	\$ <del>1,080.00</del>	\$ 714.00
Base Bid #5	\$ 916.00	\$ 829.76	\$ 1,096.00	\$ <del>270.00</del>	\$ -
Base Bid #6	\$ 2,929.00	\$ 3,608.76	\$ 3,306.00	\$ -	\$ -
Base Bid #7	\$ 2,157.00	\$ 2,494.44	\$ 2,584.00	\$ 1,649.00	\$ -
Base Bid #8	\$ 1,980.00	\$ 1,838.76	\$ 2,170.00	\$ -	\$ -
Base Bid #9	\$ 1,231.00	\$ 484.44	\$ 2,284.00	\$ -	\$ -
Total	\$ 52,084.00	\$ 58,585.68	\$ 70,066.00	\$ 36,163.00	\$ 12,262.00

Base Bid #1: Computer Desktops  
Base Bid #2: Small Impact Printers  
Base Bid #3: Large Impact Printers  
Base Bid #4: Multifunction Printers  
Base Bid #5: 24 inch Monitors  
Base Bid #6: Uninterruptable Power Supply  
Base Bid #7: Laptop Computer  
Base Bid #8: Network Switches  
Base Bid #9: Gateway Router

Upon GHURA's MIS staff's review of the submitted bid packets, all vendors were responsive and responsible.

Furthermore, GHURA is requesting that the Board approve the following awards to the specified vendors based on being the lowest, responsive, and responsible bidder:

<u>Base Bid</u>	<u>Vendor</u>	<u>Bid Amount</u>
#1	Sanford Technology Group	\$ 32,872.00
#2	Sanford Technology Group	\$ 531.00
#3	Sanford Technology Group	\$ 8,910.00
#4	Sanford Technology Group	\$ 558.00
#5	Megabyte	\$ 829.76
#6	Sanford Technology Group	\$ 2,929.00
#7	Data Management Resources	\$ 1,649.00
#8	Megabyte	\$ 1,838.76
#9	Megabyte	\$ 484.44
	Total	\$ 50,601.96

*JS*  
11/14/2019

Attachment: Bid Tabulation

At the Regular Board Meeting of October 11, 2019, a motion was made by Commissioner Pereda and seconded by Vice Chairwoman Guzman to approve the award for IFB#GHURA-8-12-2019 for IT Equipment in the amount of \$50,601.96 to the vendors listed down in the proposal as recommended by the staff for Bid Items #1, 2, 3, 4, & 6 to Sanford Technology Group, for Bid Items #5, 8, & 9 to Megabyte, and Bid Item #7 to Data Management Resources. Without any further discussion and objection, the motion was approved.



IFB#GHURA-8-12-2019  
 IT EQUIPMENT - Desktop Computers, Impact Printers, Laptop Computer, Uninterruptible Power Supply (UPS), and Network Equipment (router and switches)  
 Proposal due date: August 28, 2019  
 Proposal due 10:00 a.m.

[illegible]

ATTESTED BY: William Erikson Date: 8/28/19  
W. Erikson Date: 8/28/19

Antybalnu Date: 8/28/2019



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**  
**Aturidat Ginima' Yan Rinueban Siudat Guahan**

**BOARD OF COMMISSIONERS**  
**RESOLUTION NO. FY2020-001**

**Moved By:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**RESOLUTION APPROVING the Substantial Amendment to the Citizen Participation Plan 2019.**

- WHEREAS,** pursuant to the requirements set forth in 24 CFR Part 91 Subpart B on Citizen Participation and Consultation;
- WHEREAS,** the Citizen Participation Plan (CPP) sets forth Guam's policies and procedures for citizen participation throughout the Consolidated Planning process, annual performance report, substantial amendments, and assessments of fair housing;
- WHEREAS,** CPP regulations require grantees to actively encourage widespread citizen participation, with a special emphasis on efforts to encourage participation from low- and moderate-income persons, residents of slums, blighted areas, and predominately low- and moderate-income areas; non-English speaking persons; persons with disabilities; and public housing residents and other low-income residents of targeted areas;
- WHEREAS,** the planned amendment is considered substantial, as defined by the grantee;
- WHEREAS,** the Plan was prepared in accordance with the requirements of 24 CFR Part 91 Subpart B; now, therefore, be it
- RESOLVED,** that the Board of Commissioners of the Guam Housing and Urban Renewal Authority hereby approves the Significant Amendment to the Citizen Participation Plan 2019.

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019**  
**PASSED BY THE FOLLOWING VOTES:**

**AYES:**

**NAYES:**

**ABSENT:**

**ABSTAINED:**

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 Board of Commissioners on **October 11, 2019**.

**(S E A L)**

\_\_\_\_\_  
**Ray S. Topasna**  
**Secretary/Executive Director**



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. FY2020-002**

**MOVED BY: MONICA GUZMAN**

**SECONDED BY: SABINO FLORES**

**A RESOLUTION AUTHORIZING THE BOARD OF COMMISSIONERS TO TAKE THE NECESSARY STEPS TO SUBMIT AN APPLICATION FOR GUAM HOUSING AND URBAN RENEWAL AUTHORITY TO BECOME A U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT-APPROVED COUNSELING AGENCY.**

**WHEREAS,** The Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA) is empowered by 12 Guam Code Annotated, Section 5104(5) to adopt rules and regulations providing for the internal organization and management of the Authority; and

**WHEREAS,** GHURA has been providing homebuyer and financial counseling to Guam residents and individuals since May 2018, as required by Guam's 2015-2019 Consolidated Plan as well as the Home Investment Partnerships program; and

**WHEREAS,** in 2018, GHURA began the process of preparing to become a U.S. Department of Housing and Urban Development (HUD)-Approved Counseling Agency; and

**WHEREAS,** GHURA must submit an application detailing the agency's proposed process, compliance with HUD requirements, and the capacity to provide quality housing counseling and education to clients; and

**WHEREAS,** GHURA is requesting the authorization to prepare and submit an application to become a HUD-Approved Housing Counseling Agency; and

**WHEREAS,** upon approval, HUD requests the authorization of the Board of Commissioners, to take the necessary steps to submit this application.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF GHURA:**

**Section 1.** The above recitals are incorporated into the body of this resolution and are adopted as findings of fact.



**Section 2.** The Board of Commissioners authorizes the Community Planning and Development Division to prepare and submit an application to HUD for GHURA to become a HUD-Approved Housing Counseling Agency and to execute all necessary documents which may be required in connection with the responsibilities of submitting the application.

**Section 3.** If there are typographical or administrative errors or omissions that do not change the tone, tenor, or context of this resolution, then this resolution may be revised without subsequent approval of the Board of Commissioners.

**Section 4.** This resolution shall be effective upon adoption by the Board of Commissioners.

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019  
PASSED BY THE FOLLOWING VOTES:**

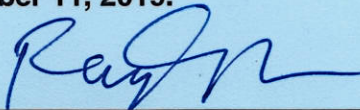
**AYES:** Sabino Flores, Monica Guzman, Carl Dominguez, George Pereda,  
Joseph Leon Guerrero

**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 **October 11, 2019.**



**RAY S. TOPASNA**  
Secretary/Executive

(S E A L)



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. FY2020-003**

**Moved by: CARL DOMINGUEZ**

**Seconded by: JOSEPH LEON GUERRERO**

**RESOLUTION AMENDING THE "GHURA 2019 PAY SCHEDULE FOR MAINTENANCE PERSONNEL" TO INCORPORATE THE ARCHITECTURAL/ENGINEERING (A/E) MANAGER POSITION PAYGRADE FOR RECRUITMENT PURPOSES**

- 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 05/11/2011 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,** in September 2018, the Board of Commissioners recognized the challenges to attract, reward and retain critical maintenance personnel approving a separate pay schedule for public housing maintenance positions; and
- WHEREAS,** even with the pay shift in July 2019, the A/E manager's starting salary still fell below the 2014 Government of Guam Competitive Wage Act making it non-competitive in both the public, private and federal sectors causing recruitment difficulties for GHURA; and
- WHEREAS,** after studying the impact over the years, management respectfully requests the Board of Commissioners to amend the maintenance pay schedule to incorporate the A/E Manager's position for the paygrade and step(substep), effective 10/01/2019 (attached); and
- WHEREAS,** funding to implement the new pay schedule are from federal funds incorporated into the FY2020 Budget; and
- WHEREAS,** the Board of Commissioners recognizes the need to recruit and retain qualified individuals in GHURA's maintenance and architectural/engineering workforce; and now therefore be it
- RESOLVED,** the Board of Commissioners hereby amends the Guam Housing and Urban Renewal Authority (GHURA) – 2019 Pay Schedule for Maintenance Personnel to the **"Guam Housing and Urban Renewal Authority (GHURA) - 2019 Pay Schedule for Maintenance / Engineering Personnel,"** effective October 1, 2019.



**IN REGULAR BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019**

**PASSED BY THE FOLLOWING VOTES:**

**AYES: SABINO FLORES, MONICA GUZMAN, CARL DOMINGUEZ, GEORGE PEREDA, JOSEPH LEON GUERRERO**

**NAYS: NONE**

**ABSENT: NONE**

**ABSTAINED: NONE**

(SEAL)

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 **October 11, 2019.**

  
\_\_\_\_\_  
**RAY S. TOPASNA**

Secretary / Executive Director



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY (GHURA)**  
**2019 PAY SCHEDULE FOR MAINTENANCE / ENGINEERING PERSONNEL**

STEP	Step 1				Step 2			
	SUBSTEP	Substep-A	Substep-B	Substep-C	Substep-D	Substep-E	Substep-F	Substep-A
DM2		\$ 20,510	\$ 20,715	\$ 20,920	\$ 21,125	\$ 21,330	\$ 21,535	\$ 21,741
		\$ 9.86	\$ 9.96	\$ 10.06	\$ 10.16	\$ 10.26	\$ 10.35	\$ 10.45

HM2		\$ 29,650	\$ 29,947	\$ 30,243	\$ 30,540	\$ 30,836	\$ 31,133	\$ 31,429
		\$ 14.25	\$ 14.40	\$ 14.54	\$ 14.68	\$ 14.83	\$ 14.97	\$ 15.11

JM2		\$ 36,061	\$ 36,422	\$ 36,782	\$ 37,143	\$ 37,503	\$ 37,864	\$ 38,225
		\$ 17.34	\$ 17.51	\$ 17.68	\$ 17.86	\$ 18.03	\$ 18.20	\$ 18.38

RM2		\$ 69,198	\$ 69,980	\$ 70,582	\$ 71,274	\$ 71,966	\$ 72,658	\$ 73,350
		\$ 33.27	\$ 33.64	\$ 33.93	\$ 34.27	\$ 34.60	\$ 34.93	\$ 35.26



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. FY2020-004**

**Moved By: MONICA GUZMAN**

**Seconded By: SABINO FLORES**

**RESOLUTION REQUESTING A TEMPORARY ARCHITECTURAL/ENGINEERING (A/E) MANAGER POSITION FOR TRANSITION PURPOSES**

**WHEREAS,** pursuant to Section 5104, Title 12 of the Guam Code Annotated, the Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA), is given the right and responsibility to govern and control the operations of the Authority, and to establish policies for its day-to-day operations, and generally to undertake its responsibilities as supreme authority for the Agency; and

**WHEREAS,** the Board of Commissioners of GHURA is empowered to employ officers, technical experts, agents and employees, permanent and temporary, as it may deem necessary to carry out the responsibilities of the Authority and is subject to GHURA's Classification and Salary Administration Plan of the Authority; and

**WHEREAS,** the Board of Commissioners wishes to follow **GHURA's** Organization Plan as adopted for Fiscal Year 2020, and recognizing the effectiveness when a transition period occurs between the incoming A/E Manager and the retiring A/E Manager; and

**WHEREAS,** the Board of Commissioners approved all positions under the FY2020 Administrative Operating Budget; and

**WHEREAS,** the Board of Commissioners wish to approve a temporary A/E Manager position, so a seamless transition can occur; and

**WHEREAS,** the funding for this position is available under Federal Funds; and now therefore be it

**RESOLVED,** that the classification rate for said position is established at **Paygrade "RM2", Step 1(A), \$69,198.00 per annum** in conformance with the Civil Service Commission's wage structure and that they are entitled to the benefits provided by **GHURA** to its employees, which include retirement benefits, group insurance (Health and Life), worker's compensation, annual leave and sick leave benefits.

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019**

**PASSED BY THE FOLLOWING VOTES:**

**AYES: SABINO FLORES, MONICA GUZMAN, CARL DOMINGUEZ, GEORGE PEREDA,  
JOSEPH LEON GUERRERO**

**NAYES: 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 Board of Commissioners on **October 11, 2019**.

  
\_\_\_\_\_  
**RAY S. TOPASNA**

Secretary/Executive Director

  
(S E A L)



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. FY2020-005**

**Moved By: GEORGE PEREDA**

**Seconded By: SABINO FLORES**

**RESOLUTION REQUESTING A NEW TEMPORARY HOUSING SPECIALIST POSITION AT PUBLIC HOUSING – ASSET MANAGEMENT PROPERTY (AMP) 4 FOR TRANSITION PURPOSES**

- WHEREAS,** pursuant to Section 5104, Title 12 of the Guam Code Annotated, the Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA) is given the right and responsibility to govern and control the operations of the Authority, to establish policies for its day-to-day operations, and generally, to undertake its responsibilities as supreme authority for the Agency; and
- WHEREAS,** the Board of Commissioners of GHURA is empowered to employ officers, technical experts, agents and employees, permanent and temporary, as it may deem necessary to carry out the responsibilities of the Authority and is subject to GHURA's Classification and Salary Administration Plan of the Authority; and
- WHEREAS,** the Board of Commissioners wishes to follow **GHURA's** Organization Plan as adopted for fiscal year 2020 and recognizes the effectiveness that occurs when a transition period will be helpful for Public Housing AMP4 due to the incumbent relocating to the US Mainland; and
- WHEREAS,** the Board of Commissioners approved all positions under the FY2020 Administrative Operating Budget; and
- WHEREAS,** the Board of Commissioners wish to approve a new temporary Housing Specialist position so that a seamless transition can occur;
- WHEREAS,** the funding for this position is available under Public Housing AMP4 Funds; and, now therefore be it
- RESOLVED,** that the classification rate for said position is established at **Pay Range "LG3", Step 1 (A), \$32,856.00 per annum** in conformance with the Civil Service Commission's wage structure and that they are entitled to the benefits provided by **GHURA** to its employees, which include retirement benefits, group insurance (Health and Life), worker's compensation, annual leave and sick leave benefits.

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019**

**PASSED BY THE FOLLOWING VOTES:**

**AYES: SABINO FLORES, MONICA GUZMAN, CARL DOMINGUEZ, GEORGE PEREDA,  
JOSEPH LEON GUERRERO**

**NAYES: 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 Board of Commissioners on **October 11, 2019.**

  
**RAY S. TOPASNA**

Secretary/Executive Director

(S E A L)



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

**BOARD OF COMMISSIONERS  
RESOLUTION NO. FY 2020-006**

**Moved By: MONICA GUZMAN                      Seconded By: CARL DOMINGUEZ**  
**RESOLUTION APPROVING THE DETAIL APPOINTMENT EXTENSION FOR AN ADDITIONAL 61 DAYS FOR CALENDAR YEAR 2019 for RAYMOND A. MACIAS**

- WHEREAS,** pursuant to Section 5104, Title 12 of the Guam Code Annotated, the Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA) is given the right and responsibility to govern and control the operations of the Authority, and to establish policies for its day-to-day operations, and generally to undertake its responsibilities as supreme authority for the Agency; and
- WHEREAS,** the Board of Commissioners of GHURA is empowered to establish a position classification and pay plan for each class of position necessary to carry out the responsibilities of the Authority and is subject to our Position Classification and Salary Administration Plan of the Authority; and
- WHEREAS,** the Board of Commissioners recognizes the need for continuity in the Public Housing-AMP#4 Division and needed the detail assignment to cover this critical maintenance staff vacancy due to a resignation; and
- WHEREAS,** management appointed Raymond A. Macias, Maintenance Worker to serve in the detail capacity of a Building Maintenance Leader from 08/03/2019-10/31/2019 (initial 90 days); and
- WHEREAS,** the staff identified above has meet the job's qualification of work experience required for the position; and
- WHEREAS,** in accordance with GHURA Personnel Rules and Regulations, Section 4.806(E), management now requests the Board of Commissioners to approve the detail appointment extension of Mr. Raymond A. Macias from 11/01/19 – 12/31/19 (61 days); and
- WHEREAS,** funding for this position is available under Public Housing AMP#4 funds; and now therefore be it
- RESOLVED,** that the detail appointment extension for Raymond A. Macias is hereby approved.

**IN A REGULAR BOARD MEETING, SINAJANA, GUAM – OCTOBER 11, 2019  
PASSED BY THE FOLLOWING VOTES:**


**AYES:                      SABINO FLORES, MONICA GUZMAN, CARL DOMINGUEZ, GEORGE PEREDA,  
                                 JOSEPH LEON GUERRERO**

**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 **October 11, 2019.**

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







# 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)



**Lourdes A. Leon Guerrero**  
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**Joshua F. Tenorio**  
Lt. Governor of Guam

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Commissioner

**Joseph A. Cameron**  
Commissioner

**Joseph M. Leon Guerrero**  
Resident Commissioner

**Ray S. Topasna**  
Executive Director

**Elizabeth F. Napoli**  
Deputy Director

## MEMORANDUM

**DATE:** September 20, 2019

**TO:** Board of Commissioners

**VIA:** Ray S. Topasna, Executive Director  
Elizabeth F. Napoli, Deputy Director

**FROM:** Lucele D. Leon Guerrero  
Controller

**SUBJECT:** Request for Tenant Account Receivables Write-Off through July 16, and 31, 2019 and August 31, 2019

At the Regular Board Meeting of October 11, 2019, a motion was made by Chairman Flores and seconded by Commissioner Pereda to approve the Request for Tenant Account Receivables, Write-Off through July 16, and 31, 2019 and August 31, 2019 in the total amount of \$29,662.89. Without any further discussion and objection, the motion was approved.

The Property Site Managers provided me with memorandums recommending to write-off the attached lists of tenant accounts receivables totaling \$29,662.89:

Property Site	Write-Off Amount
AMP 1	\$ 6,904.63
AMP 2	- 0 -
AMP 3	7,030.23
AMP 4	15,728.03
GT	- 0 -
Total	<u>\$29,662.89</u>

The amounts represent outstanding receivable balances of former tenants. They had been informed through certified mail letters. Staff also have attempted to contact them; however, to no avail.

These balances are affecting the Authority's financial performance. Therefore, I concur with the Property Site Managers to write-off these delinquent balances. Based on the recommendations and concurrences, I am requesting your approval to write-off these balances and forward them to the Department of Revenue & Taxation for Collection.

Your favorable response to this request is greatly appreciated. Please let me know if you have any questions.

Attachments





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Commissioner

**Joseph M. Leon Guerrero**  
Resident Commissioner

**Ray S. Topasna**  
Executive Director

**Elizabeth F. Napoli**  
Deputy Director

September 10, 2019

TO: Lucele Leon Guerrero, Controller

FROM: Property Site Manager, AMP 1

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
As of July 31, 2019

I have reviewed AMP1's Tenant Account Receivables and attached the listing of accounts Recommended for write-off due to no response from former residents. These accounts have Been close through July 31, 2019 totaling \$6,904.63.

These inactive account balances are affecting the Authority's financial performance therefore; I recommend that these balances be written off and forwarded to the Department of Revenue and Taxation for collection.

Thank you,

Narcissa P. Ada  
Property Site Manager, AMP 1

Attachments





**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**

**WRITE-OFF BALANCES FOR AMP 1**

**CLOSED OUT**      **July 31, 2019**

	Unit #	Move Out Date	Reason for Termination	Last Payment Date	Closed Out Processed Date	(Utility Reimbursement)/Rent After Move Out ( a )	Cleaning Charges ( b )	Security Deposit ( c )	A/R Balance (Closed) as of 09/30/16 (a+b+c)	Comments
1	6 MILG	05/01/19	Non-payment	12/28/2019	5/15/2019	\$ 1,137.00	\$ 1,515.03	\$ 150.00	\$ 2,502.03	Negative response to date
2	17B VDP	05/01/19	24 Hr Utility Disconnection	4/1/2019	5/30/2019	\$ (6.00)	\$ 1,321.12	\$ 150.00	\$ 1,165.12	Negative response to date
3	3A VDP	07/01/19	30 Day term-criminal activity	5/1/2019	7/19/2019	\$ 60.00	\$ 872.00	\$ 150.00	\$ 782.00	Negative response to date
4	22A VDP	5/1/2019	24 Hr Utility Disconnection	4/1/2019	5/15/2019	\$ (5.00)	\$ 973.83	\$ 150.00	\$ 818.83	Negative response to date
5	2A Camia	7/11/2019	24 Hr. Utility Disconnection	5/21/2019	7/24/2019	\$ 490.00	\$ 532.07	\$ 150.00	\$ 872.07	Negative response to date
6	4A Atis	7/1/2019	Non-payment	5/24/2019	7/19/2019	\$ 299.50	\$ 615.08	\$ 150.00	\$ 764.58	Negative response to date
	*NOTHING FOLLOWS *									
					TOTAL:	\$ 1,975.50	\$ 5,829.13	\$ 900.00	\$ 6,904.63	





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September 19, 2019

**Lourdes A. Leon Guerrero**  
Governor of Guam

**Joshua F. Tenorio**  
Lt. Governor of Guam

**Sabino P. Flores**  
Chairman

**Carl V. Dominguez**  
Commissioner

**George F. Pereda**  
Commissioner

**Eliza U. Paulino**  
Commissioner

**Joseph A. Cameron**  
Commissioner

**Monica O. Guzman**  
Commissioner

**Joseph M. Leon Guerrero**  
Resident Commissioner

**Ray S. Topasna**  
Executive Director

**Elizabeth F. Napoli**  
Deputy Director

TO: Lucele Leon Guerrero, Controller

FROM: Property Site Manager

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
Total: \$7,030.23

I have reviewed AMP3's Tenant Accounts Receivables for the period through July 16, 2019. Attached is a list of accounts to be written off due to non-activity from former residents.

The accounts were closed through July 16, 2019.

These inactive accounts are affecting the Authority's financial performance and I am recommending that these accounts be written off and forwarded to the Department of Revenue and Taxation for collection.

Please feel free to contact me for any questions or concerns.

  
Patrick R. Bamba

Attachment





[illegible]

TOTAL	\$	4,133.31
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[illegible]



NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(UR) OR RENT BALANCE AFTER MOVE OUT	CLEANING CHARGES	SECURITY DEPOSIT	A/R BALON ACCOUNT (AS OF 07/16/2019)	COMMENTS
1	206JQQ	05/24/2019	NON-COMPLIANCE: NON PAYMENT OF RENT	02/12/2019	06/25/2019	\$ 517.00	\$ 381.09	\$ (150.00)	\$ 748.09	NO RESPONSE
2	229AJQQ	06/19/2019	VOLUNTARY 30 DAYS NOTICE GIVEN	05/20/2019	07/16/2019	\$ 140.00	\$ 155.00	\$ (150.00)	\$ 145.00	NO RESPONSE
3										
4										
							*****NOTHING FOLLOWS*****			
							TOTAL	\$	893.09	





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Commissioner

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Resident Commissioner

Ray S. Topasna  
Executive Director

Elizabeth F. Napoli  
Deputy Director

September 5, 2019

TO: Lucele Leon Guerrero, Controller  
VIA: Elizabeth F. Napoli, Deputy Director  
FROM: Property Site Manager, AMP4

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
**Total: \$15,728.03**

I have reviewed AMP4's Tenant Accounts Receivables for the period through August 31, 2019. A total of \$15,728.03 is being requested to be written off from the GL books.

Attached is a list of accounts to be written off due to non-activity from former residents. Please note that these former tenants have not remit any payments due to GHURA within the time periods stated in their collection letters.

These inactive accounts are affecting the Authority's financial performance and I am recommending that these accounts be written off and forwarded to the Department of Revenue and Taxation for collection.

Please feel free to contact me at 475-1394 for any questions or concerns.

**Philomena San Nicolas**  
**Philomena San Nicolas**

Attachment



**GUAM HOUSING & URBAN RENEWAL AUTHORITY**  
**FY2019 WRITE-OFF BALANCES FOR AMP4**  
**CLOSED OUT IN SYSTEM THROUGH**

**31-Aug-19**

# BR	Unit #	MO DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE-OUT PROCESSED	(UR) or Rent Balance after move-out	Cleaning Charges	Security Deposit	A/R BAL ON ACCOUNT (AS OF 8/31/19)	COMMENTS
1	D13	12/31/2018	DECEASED	11/5/2018	6/17/2019	\$ 171.00	\$ -	\$ (150.00)	\$ 21.00	NO RESPONSE TO LETTER
2	13ADUE	11/15/2018	UTILITY DISCONNECTION; OUTSTANDING RENT	8/1/2018	5/22/2019	\$ 2,272.00	\$ 606.80	\$ (150.00)	\$ 2,728.80	NO RESPONSE TO LETTER
3	8APAQ	01/25/2019	UTILITY DISCONNECTION	1/1/2019	5/23/2019	\$ 28.00	\$ 255.00	\$ (150.00)	\$ 133.00	NO RESPONSE TO LETTER
4	11DRDC8	03/11/2019	UTILITY DISCONNECTION	1/14/2019	6/28/2019	\$ 300.00	\$ 107.25	\$ (150.00)	\$ 257.25	NO RESPONSE TO LETTER
5	13CRDA8	02/28/2019	LEASE VIOLATIONS	12/5/2018	5/21/2019	\$ 470.00	\$ 110.00	\$ (150.00)	\$ 430.00	NO RESPONSE TO LETTER
6	26BPAQ	03/11/2019	UTILITY DISCONNECTION	1/11/2019	5/23/2019	\$ 182.00	\$ 427.50	\$ (150.00)	\$ 459.50	NO RESPONSE TO LETTER
7	11BDAM	4/30/2019	NO 30-DAY ITV NOTICE: LEASE END	3/15/2019	6/28/2019	\$ 276.00	\$ 491.50	\$ (150.00)	\$ 617.50	NO RESPONSE TO LETTER
3	38DUE	4/8/2019	UTILITY DISCONNECTION	10/1/2018	6/24/2019	\$ 295.00	\$ 495.98	\$ (150.00)	\$ 640.98	NO RESPONSE TO LETTER
8	158DAM	01/25/2019	UTILITY DISCONNECTION	1/1/2019	7/11/2019	\$ 30.00	\$ 709.75	\$ (150.00)	\$ 589.75	NO RESPONSE TO LETTER
9	28BPAQ	4/2/2019	UTILITY DISCONNECTION	4/1/2019	7/11/2019	\$ (220.00)	\$ 655.70	\$ (150.00)	\$ 285.70	NO RESPONSE TO LETTER
10	58DAM	11/05/2018	VOLUNTARY: 30 DAYS ITV NOTICE: OUTSTANDING RENT	9/7/2018	7/12/2019	\$ 1,428.00	\$ 111.69	\$ (150.00)	\$ 1,389.69	NO RESPONSE TO LETTER
11	23ADAM	03/18/2019	UTILITY DISCONNECTION	3/1/2019	7/15/2019	\$ 93.44	\$ 979.30	\$ (150.00)	\$ 922.74	NO RESPONSE TO LETTER
12	19BRDB8	4/29/2019	NON-PAYMENT OF RENT	3/19/2019	7/15/2019	\$ 155.37	\$ 514.63	\$ (150.00)	\$ 520.00	NO RESPONSE TO LETTER
13	33ADAM	4/29/2019	UNAUTHORIZED; NON- PAYMENT OF RENT	3/13/2019	7/25/2019	\$ 377.00	\$ 637.80	\$ (150.00)	\$ 864.80	NO RESPONSE TO LETTER
14	30APAQ	01/19/2019	VOLUNTARY - 30 DAYS NOTICE GIVEN	1/3/2019	7/25/2019	\$ -	\$ 240.00	\$ (150.00)	\$ 90.00	NO RESPONSE TO LETTER



# BR	Unit #	MO DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE-OUT PROCESSED	(UR) or Rent Balance after move-out	Cleaning Charges	Security Deposit	A/R BAL ON ACCOUNT (AS OF 8/31/19)	COMMENTS
15	15BDUE	12/21/2018	NO APPEAL TO TERMINATION (CRIMINAL ACTIVITY)	11/2/2018	7/25/2019	\$ 443.40	\$ 123.38	\$ (150.00)	\$ 416.78	NO RESPONSE TO LETTER
16	2BDAM	03/22/2019	TERMINATION - GRIEVANCE HEARING	3/1/2019	8/13/2019	\$ 44.00	\$ 427.75	\$ (150.00)	\$ 321.75	NO RESPONSE TO LETTER
17	17ARDC8	7/3/2019	NON-PAYMENT OF RENT	4/10/2019	8/14/2019	\$ 1,536.00	\$ 400.00	\$ (150.00)	\$ 1,786.00	NO RESPONSE TO LETTER
18	2ADAM	6/30/2019	TERMINATION - GRIEVANCE HEARING	6/1/2019	8/14/2019	\$ 159.00	\$ 662.16	\$ (150.00)	\$ 671.16	NO RESPONSE TO LETTER
19	7ADAM	7/31/2019	30-DAY NOTICE GIVEN: RELOCATING OFF-ISLAND	6/5/2019	8/14/2019	\$ 199.52	\$ 2,190.57	\$ (150.00)	\$ 2,240.09	NO RESPONSE TO LETTER
20	1ADUE	6/10/2019	UTILITY DISCONNECTION	6/1/2019	8/14/2019	\$ 96.00	\$ 395.54	\$ (150.00)	\$ 341.54	NO RESPONSE TO LETTER
							<b>\$ 8,335.73</b>	<b>\$ 10,542.30</b>	<b>\$ (3,150.00)</b>	<b>\$ 15,728.03</b>