Speaker's Office <speaker@guamlegislature.org>

M&C Fwd: HAGATNA RESTORATION AND REDEVELOPMENT AUTHORITY

1 message

Speaker's Office <speaker@guamlegislature.org>
To: Clerks Office <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

Wed, Feb 26, 2020 at 9:22 AM

02-24-20	3:14 PM	02-24-20	Approved Meeting Minutes for months of July, September, October, November and December 2019.*	Hagåtña Restoration and Redevelopment Authority	35GL-20-1591

35GL-20-1591
Speaker Tina Rose Muña Barnes

FEB 2 4 2020
Time 3:14 ( )AM (X)PM
Received By: Maff

Sinseru yan Minagåhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
T: (671) 477-2520/1
speaker@guamlegislature.org

This e-mail message is intended only for the use of the individual or entity named above and may contain confidential and privileged information. If you are not the intended recipient, any disclosure, copying, distribution or use of the information contained in this transmission is strictly PROHIBITED. If you have received this transmission in error, please immediately notify us by replying to speaker@guamlegislature.org and delete the message immediately. Thank you very much.

Gumai pribilehu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hágu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yanggen lachi rinisibu-mu nu este na mensåhi , put fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

---------- Forwarded message ---------
From: **Joseph Meno** <joseph.meno@hrra.guam.gov>
Date: Mon, Feb 24, 2020 at 3:14 PM
Subject: HAGATNA RESTORATION AND REDEVELOPMENT AUTHORITY
To: OFFICE OF SPEAKER TINA ROSE MUNA BARNES <speaker@guamlegislature.org>

Good Afternoon Speaker Barnes,

Attached are the approved board minutes from the office of HRRA. Please note that the approved meeting minutes with the signature of the board secretary for the months of September, November and December are separate files.

Thank you and have a great day.

--
Kon Respetu,
Joseph R. Meno, Jr.
ADMINISTRATIVE OFFICER

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

ATURIDAT NUMALO YAN INADILANTON HAGATNA
email: joseph.meno@hrra.guam.gov
Tel-(671) 647-4332 x 105

2020 FEB 26 AM 9:28 JB

9 attachments

- **Memo_2.24.20_Minutes Submission.pdf** 1138K
- **2019 JULY BOARD MEETING.pdf** 1138K
- **2019 OCTOBER BOARD MEETING.pdf** 1071K
- **HRRA BOARD MINUTES NOV 2019 _APPROVED.pdf** 238K
- **HRRA BOARD MINUTES DEC 2019 _APPROVED.pdf** 629K
- **2019 DECEMBER BOARD MEETING.pdf** 1906K
- **2019 SEPTEMBER BOARD MEETING.pdf** 4590K
- **HRRA BOARD MINUTES SEPT 2019 _APPROVED.pdf** 677K
- **2019 NOVEMBER BOARD MEETING.pdf** 3044K

1591

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nanik P. Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

February 24, 2020

MEMORANDUM via electronic mail

TO: I Maga'hagan Guahan
Honorable Speaker Tina Muña Barnes, 35th I Liheslaturan Guåhan

FROM: Executive Director, Hagåtña Restoration and Redevelopment Authority (HRRA)

SUBJECT: Submission of HRRA Board of Commissioners Approved Meeting Minutes

Håfa Adai,

In accordance with 5 GCA Government Operations CH. 8 Open Government Law § 8113.1. Reporting Requirements for Boards and Commissions, please find attached the HRRA board approved minutes for regular meetings held in July 2019, September 2019, October 2019, November 2019 and December 2019 for your review and records.

Should you have any questions or require further assistance, please do not hesitate to contact me via email at lasia.casil@hrra.guam.gov or at 647-4332 ext. 122.

Si Yu'os Ma'ase.

Senseremente,

LASIA CASIL
Executive Director
Hagåtña Restoration & Redevelopment Authority

Cc: Senator Kelly Marsh (Taitano) PhD.
Chair and Commissioners, HRRA

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

Aturidat Numa'lo Yan Inadalanton Hagåtña
(Hagåtña Restoration and Redevelopment Authority)
BOARD OF COMMISSIONERS – REGULAR MEETING
July 25,, 2019, Thursday, 5 p.m.
GEDA Conference Room, Suite 511 ITC Bldg, Tamuning Guam

A G E N D A

I. Call to Order.

II. Old Business.

III. New Business.

1. Appointment of Chair and Vice Chair
2. Executive Director Endorsement
3. 2019 Budget Approval ($190,000)
   a) $35,335.00 for Office Supplies
4. 2020 Budget Approval ($885,948)
5. Regular Meeting Standardization
   a) Day and Time Standardization
   b) Robert Rules of Order Adoption
6. Hagatna River Flood Risk Management Study Update
   a) Scope of Work Contract Amendment Approval

IV. Miscellaneous.

I. HRRA Board of Commissioners Education Certification Program Workshop Requirement (Section 43116, Ch 43, 5 GCA)

V. Next Meeting: TBA

VI. Adjournment

NOTES:

(5)

mid september.
1st week.
Board traing.

Hagatna Boad
meetig.
Board members.

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

75th Guam Liberation

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

Hagatna Restoration and Redevelopment Authority (HRRA)
Regular Board of Commissioners Meeting Minutes
July 25, 2019
GEDA Conference Room, 5th Floor, ITC Bldg., Tamuning, Guam

I. **Call to Order** - Chair Maria Leon Guerrero called the meeting to order at 5:05pm.

II. **Attendance** -

1. Board Members Present - Chair Maria Leon Guerrero (Maria), Vice Chair Patricia Ada (Patty), Commissioner Nick Keswani (Nick), Commissioner Rita Franquez (Rita), Commissioner Eduardo "Jake" Calvo (Jake), Commissioner Greg Perez (Greg), Commissioner Mayor John Cruz (Mayor Cruz)
2. Board Members Absent: Commissioner Carlos Madrid (Carlos)
3. HRRA Staff: Executive Director Lasia Casil (Lasia)
4. Guests: Stacy Salas (HRRA legal counsel), Rikki Orsini (Representing Senator Kelly Marsh office), Chirag Bhojwani (Representing Speaker Tina Muna Barnes office) and Mr. Don Edquilane.

IV. **Approval of Minutes** - As this was the first meeting of the HRRA there were no previous minutes to approve.

V. **Officer's Reports** - As this was the first meeting of the HRRA there were no officers' reports to present.

VI. **Old Business** - As this was the first meeting of the HRRA there was no old business to present.

VII. **New Business** -

1. **Appointment of Chair and Vice Chair** - Moved by Greg and seconded by Jake to confirm Maria Leon Guerrero as Chair and Patrica Ada as Vice Chair.. The motion carried with seven (7) in favor and zero (0) against. Nick brought up that he had not taken an oath of office yet and Chair Leon Guerrero informed the Board that the Oath was not necessary but it is just a formality as was advised to her by Governor's legal counsel.

2. **Executive Director Endorsement** - Maria explained that the law requires that the Board vote whether to hire the Maga'Håga's appointee as Executive Director. Nick requested that Lasia present to the Board information about her background and her vision for the HRRA. Lasia explained that she began her career in development and commercial real estate in New York in 2002 including her CV and several articles about her in the Board packet for review. She has more than 15 years of working in the real estate field. She explained her reason for wanting to work with the HRRA and how its' mission aligned with her personal goals of preserving, promoting and protecting Guam's culture, history and land. Greg asked Lasia to clarify now that HRRA is no longer under DCA what will be the budget be for staffing and for the projects identified in the Master Plan? She responded that the Maga'Håga has made this a priority; First, by re-establishing the HRRA as an autonomous agency, second, by requesting a budget of $885,948 from the Legislature to fund the office, third, by implementing the law that states the HRRA shall received funds collected from taxes on improvements in real estate in Hagåtña from 1997 to present, of which DRT has identified approximately $190,000 due to HRRA in FY2019. HRRA is working with DRT, DOA and BBMR to transfer that money to the Authority. Lasia has been working with DOL temporary staff to set up the office and researching potential applicants to interview for hire when the new FY20 budget kicks in. Greg stated this is a multi-year, multi-million dollar undertaking and what kind of experience or training does Lasia have in this type of management? Lasia explained that she worked for Newmark Knight Frank starting off as a landlord representative overseeing almost 500,000 sf of property and that she is familiar zoning codes, dealing with community issues regarding development. Furthermore, as a former member of the American Chamber of Commerce in Bangkok, working with foreign companies, she is utilizing this experience and her network to assist GEDA in reaching out to foreign investors in the tourism, hotel, residential development markets that may also be interested in development in Hagatna. Greg stated that this partially answered his question, he was looking for experience in overseeing projects and supervision in managing construction projects similar to those in the Master Plan. Lasia responded that part of the mission to move the Master Plan forward is to team up and work with the different agencies on the different projects and that the HRRA is only a temporary agency that will evolve into a city council for Hagåtña. She explained that her job is not permanent but to help the HRRA get off its feet and build a foundation for the future city council it will evolve into. He wanted to know what the head count is for staffing and Chair Leon Guerrero explained that this is an item agenda to discuss later when they review the budget and if there are any other questions regarding Lasia'a credentials. At this time Maria asked that the Board move forward with the confirmation. Moved by Jake and seconded by Rita that Executive Director, Lasia Casil be confirmed by the Board. The motion carried with seven (7) in favor and zero (0) against. At this time Mayor Cruz had to leave for a previous engagement.

3. **2019 Budget Approval** - Lasia informed the Board that the Dept. of Revenue and Taxation identified approximately $190,000 due to the HRRA in accordance with the PL24-110 and requested the Board approve $65,335.00 for the purchase of Contractual, Supplies, Materials, Equipment and a vehicle. This amount was taken straight from the FY2020 Budget Request. Maria asked if this money was going to be expended at the end of 2019. Director Casil explained that this money will go into HRRA coffers and carry over. Maria asked if it is typical for agencies to have a

vehicle and Lasia responded yes. Nick asked for a breakdown and highlight of the items which Lasia provided - the first 8 line items, Office Supplies & Materials, Equipment and Vehicle totaling $65,000. This includes Advertisements, Printing Services, Network Administration, Website Maintenance. Maria and Nick asked if personnel budget is covered for 2019 which Lasia confirmed the salaries for Joseph Santos and Director Casil have already been appropriated for 2019. The 2019 budget is covered for staff. The position of Executive Director is currently funded by Adelup and Joseph Santos was previously working under the umbrella of Dept. of Chamorro Affairs and support staff was provided by DCA. Moving forward, staff will be covered in the 2020 Budget. Greg asked if any of the items highlighted above were available from the previous year or if there were any carryover items. Lasia explained that all equipment used by HRRA belonged to DCA. The only items that were budgeted for FY2019 were rent and Joseph Santos salary. Maria asked if HRRA is planning to lease office space at another location or remain in present space. Lasia met with Director Mel Mendiola of GEDA and she said HRRA could stay indefinitely. Maria asked if there are any other issues with the 2019 budget but Greg and Jake have to leave and asked if we could recess and schedule a workshop to go over the budget itself. Leon Guerrero asked there was any urgency with the FY2019 budget request. Lasia said it wasn't urgent, however, what was urgent was to set a time for the next meeting. Nick proposed the motion to defer certain items but approve 2019 budget expansion, asking for $65,000 so HRRA could procur the equipment and materials required to operate immediately. Greg asked if funds are in place. Lasia said it should be available within the next few weeks. Nick revised the motion to approve the 2019 budget expansion of $65,000 subject to getting more detail and timeline from Director. (inaudible) seconded that motion and with a unanimous vote of the five (5) remaining Commissioners, the motion was passed. Greg and Jake departed at this time leaving the board without quorum and asked that the Board recess until a later time to discuss the 2020 budget and remaining agenda items.

4. **2020 Budget** - Tabled until next meeting.

5. **Regular Meeting Standardization** - Tabled until next meeting.
   a) **Day and Time Standardization**
   b) **Robert Rules of Order Adoption**

6. **Hagåtña River Flood Risk Management Study Update** - Tabled until next meeting.
   a) **Scope of Work Contract Amendment Approval**

VIII. **Miscellaneous** -

1. **HRRA Board of Commissioners Education Certification Program Workshop Requirement (Section 43116, Ch. 43, 5, GCA)** - The remaining board proposed the date of September 6, 2019 in the morning for a 4 hour education session. Maria submitted for Board consideration that at the next board meeting they review the comments submitted by the agencies and how to address them. Lasia informed the board that there was more descriptive information on the Task Order 1 and copies of the comments from the agencies (GWA, GEDA, DRT) for the Board to review. Maria asked if there was a shared drive with all the documents and if all Board

members have access. Lasia informed her that DropBox is a better provider and we are waiting for funding to purchase a subscription. Maria asked that all documents be made available online and hard copies provided. Nick requested that all documents be located in a centralized location. Lasia informed them that the hagatnamasterplan.com website is available to the public where the public can download and view public documents. Patty requested that the next board meeting occur after the workshop since everyone will be there already.

IX. **Announcements** - No announcements at this time.

X. **Adjournment** - At 5:47 Maria made a motion to adjourn and that was seconded by Patty and the motion passed unanimously.

Eduardo "Jake" Calvo
Secretary
[Hagatna Restoration and Redevelopment Authority]

Oct 10, 2019
Date of Approval

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

(1) → ACCRONYMS Spell Out

Hagatna Restoration and Redevelopment Authority (HRRA)
Regular Board of Commissioners Meeting Minutes
July 25, 2019
GEDA Conference Room, 5th Floor, ITC Bldg., Tamuning, Guam

(2) Co from this mtg. to next agenda

I. **Call to Order** - Chair Maria Leon Guerrero called the meeting to order at 5:05pm.

II. **Attendance** -

1. Board Members Present - Chair Maria Leon Guerrero (Maria), Vice Chair Patricia Ada (Patty), Commissioner Nick Keswani (Nick), Commissioner Rita Franquez (Rita), Commissioner Eduardo "Jake" Calvo (Jake), Commissioner Greg Perez (Greg), Commissioner Mayor John Cruz (Mayor Cruz)
2. Board Members Absent: Commissioner Carlos Madrid (Carlos)
3. HRRA Staff: Executive Director Lasia Casil (Lasia)
4. Guests: Stacy Salas (HRRA legal counsel), Rikki Orsini (Representing Senator Kelly Marsh office), Chirag Bhojwani (Representing Speaker Tina Muna Barnes office) and Mr. Don Edquilane.

(3) List motions made & results respond.

IV. **Approval of Minutes** - As this was the first meeting of the HRRA there were no previous minutes to approve.

V. **Officer's Reports** - As this was the first meeting of the HRRA there were no officers' reports to present.

VI. **Old Business** - As this was the first meeting of the HRRA there was no old business to present.

VII. **New Business** -

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2. **Executive Director Endorsement** - Maria explained that the law requires that the Board vote whether to hire the Maga'Håga's appointee as Executive Director. Nicki requested that Lasia present to the Board information about her background and her vision for the HRRA. Lasia explained that she began her career in development and commercial real estate in New York in 2002 including her CV and several articles about her in the Board packet for review. She has more than 15 years of working in the real estate field. She explained her reason for wanting to work with the HRRA and how its' mission aligned with her personal goals of preserving, promoting and protecting Guam's culture, history and land. Greg asked Lasia to clarify now that HRRA is no longer under DCA what will be the budget be for staffing and for the projects identified in the Master Plan? She responded that the Maga'Håga has made this a priority; First, by re-establishing the HRRA as an autonomous agency, second, by requesting a budget of $885,948 from the Legislature to fund the office, third, by implementing the law that states the HRRA shall received funds collected from taxes on improvements in real estate in Hagåtña from 1997 to present, of which DRT has identified approximately $190,000 due to HRRA in FY2019. HRRA is working with DRT, DOA and BBMR to transfer that money to the Authority. Lasia has been working with DOL temporary staff to set up the office and researching potential applicants to interview for hire when the new FY20 budget kicks in. Greg stated this is a multi-year, multi-million dollar undertaking and what kind of experience or training does Lasia have in this type of management? Lasia explained that she worked for Newmark Knight Frank starting off as a landlord representative overseeing almost 500,000 sf of property and that she is familiar zoning codes, dealing with community issues regarding development. Furthermore, as a former member of the AmCham in Bangkok, working with foreign companies, she is utilizing this experience and her network to assist GEDA in to reaching out to foreign investors in the tourism, hotel, residential development markets that may also be interested in development in Hagatna. Greg stated that this partially answered his question, he was looking for experience in overseeing projects and supervision in managing construction projects similar to those in the Master Plan. Lasia responded that part of the mission to move the Master Plan forward is to team up and work with the different agencies on the different projects and that the HRRA is only a temporary agency that will evolve into a city council for Hagåtña. She explained that her job is not permanent but to help the HRRA get off its feet and build a foundation for the future city council it will evolve into. He wanted to know what the head count is for staffing and Chair Leon Guerrero explained that this is an item agenda to discuss this later when they review the budget and if there are any other questions regarding Lasia'a credentials. At this time Maria asked that the Board move forward with the confirmation. Moved by Jake and seconded by Rita that Executive Director, Lasia Casil be confirmed by the Board. The motion carried with seven (7) in favor and zero (0) against. At this time Mayor Cruz had to leave for a previous engagement.

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99

4. **2020 Budget** - Tabled until next meeting.

5. **Regular Meeting Standardization** - Tabled until next meeting.
   a) **Day and Time Standardization**
   b) **Robert Rules of Order Adoption**

6. **Hagåtña River Flood Risk Management Study Update** - Tabled until next meeting.
   a) **Scope of Work Contract Amendment Approval**

VIII. **Miscellaneous** -

1. **HRRA Board of Commissioners Education Certification Program Workshop Requirement (Section 43116, Ch. 43, 5, GCA)** - The remaining board proposed the date of September 6, 2019 in the morning for a 4 hour education session. Maria submitted for Board consideration that at the next board meeting they review the comments submitted by the agencies and how to address them. Lasia informed the board that there was more descriptive information on the Task Order 1 and copies of the comments from the agencies (GWA, GEDA, DRT) for the Board to review. Maria asked if there was a shared drive with all the documents and if all Board

members have access. Lasia informed her that DropBox is a better provider and we are waiting for funding to purchase a subscription. Maria asked that all documents be made available online and hard copies provided. Nick requested that all documents be located in a centralized location. Lasia informed them that the hagatnamasterplan.com website is available to the public where the public can download and view public documents. Patty requested that the next board meeting occur after the workshop since everyone will be there already.

IX. **Announcements** - No announcements at this time.

X. **Adjournment** - At 5:47 Maria made a motion to adjourn and that was seconded by Patty and the motion passed unanimously.

_____ _____

Eduardo "Jake" Calvo
Secretary
[Hagatna Restoration and Redevelopment Authority]

Date of Approval

UFISINAN I MAGA'HÅGA
OFFICE OF THE GOVERNOR

LOURDES A. LEON GUERRERO
MAGA'HÅGA • GOVERNOR

JOSHUA F. TENORIO
SIGUNDO MAGA'LÅHI • LIEUTENANT GOVERNOR

July 25, 2019

Ms. Lasia Casil
Executive Director
Hagåtña Restoration & Redevelopment Authority (HRRA)
590 S. Marine Corps Dr. Suite 511 ITC
Tamuning, Guam 96913

Dear Executive Director Casil:

By the virtue of the authority vested in me, pursuant to Executive Order 2-19 Relative to Reestablishing the Hagåtña Restoration & Redevelopment Authority (HRRA) as a separate agency and Public Law 24-110 §79301(d) in which "The Governor shall designate a Chairman and Vice-Chairman from among the Commissioners" and the local laws applicable to the following positions, I am pleased to designate the following HRRA Commissioners to serve as Chair and Vice-Chair of the HRRA Board of Commissioners:

Commissioner Maria Eugenia Leon Guerrero as Chair.

Commissioner Patricia Ada as Vice-Chair.

Please extend to them all courtesies afforded their designations. If you have any questions or concerns, please contact the office of the Governor.

Senseramente,

LOURDES A. LEON GUERRERO
Maga'hågan Guåhan
Governor of Guam

RICARDO J. BORDALLO GOVERNOR'S COMPLEX · HAGÅTÑA, GUAM 96910
P.O. BOX 2950 · HAGÅTÑA GUAM 96932
671.472.8931 · 671.472.8932/6

Doc. No. 35GL-20-1591.*

Hagåtña Restoration & Redevelopment Authority (HRRA) Board of Commissioners Meeting

	Please Sign In. Si Yu'os Ma'ase.			Date: July 25, 2019
	First/Last Name	Affiliation	Phone	Email
1	RITA FRANQUEZ	HRRA member	489-6253	—
2	GREG PEREZ	HRRA	727-3233	
3	JOSHUA CRUZ	" "	898/9181	
4	Chirag Bhojwani	Speaker Muña-Barnes	486-7016	
5	NICK KESWANI	HRRA Comm	482-2370	
6	Maria Leon Guerrero	HRRA member	797-1595	
7	Eduardo J. Calvo	HRRA Member	777-2388	
8	Stacy Salas	OAG-solicitors		
9	Don Edquilane			
10	Rikki Orsini	Sen. Marsh Taitano	988-9149	rikki@guamlegislature.org

	Please Sign In. Si Yu'os Ma'ase.			Date: July 25, 2019
	First/Last Name	Affiliation	Phone	Email
11	Patricia Ada	HRRA Member	688-1342	adastrust@guam.net
12				
13				
14				
15				
16				
17				
18				
19				
20				

Lasia A. Casil
545 Bishop Olano
Santa Rita, Guam 96915
Tel: +1-671-688-1139
lasia@me.com



Accomplished entrepreneur, jewelry designer, LGBT rights and environmental activist and commercial real estate broker.

Professional Background:

- Currently appointed by *I Maga'Håga* and Governor of Guam as Executive Director of the Hagåtña Restoration & Redevelopment Authority (HRRA) overseeing the restoration of the capital city of Hagåtña, Guam
- Currently designing and overseeing the expansion of local jewelry brand Infinite Charm.
- Currently overseeing the Guam LGBT Pride Beach Festival & March and working with the Guam Visitors Bureau in promoting Guam as a safe destination for the multi-billion dollar LGBT tourism market to visit, vacation and get married.
- Currently working with Save Southern Guam in advocating for the protection of the seashore and coastal beauty of southern Guam.
- Prior to starting my own business, main focus was representing the commercial real estate requirements of high street and luxury national and international retail clients in the Manhattan, Los Angeles and major international retail markets.

Credentials:

2019	Executive Director, Hagåtña Restoration & Redevelopment Authority, Guam USA
2017 - 2018	Founder & Director, Guam LGBT Pride, Guam USA
2016 - 2018	Founder, ISA LGBT Guam, Guam USA
2016 - 2018	Founder & Chairwoman, Non-profit Save Southern Guam, Inc., Guam USA
2013 - 2018	Founder & Designer, Infinite Charm, Guam USA
2011 - 2013	Senior Manager, Knight Frank Chartered (Thailand) Bangkok, Thailand
2009 - 2010	Senior Director, National Retail Group - Sinvin Real Estate, New York, NY
2007 - 2009	President - Casil & Co., Urban Retail Real Estate, New York, NY and Los Angeles, CA
2006 - 2007	Senior Managing Director – Robert K. Futterman & Associates, Los Angeles, CA
2005 - 2006	Head of Retail - Newmark Knight Frank Retail Southern California, Los Angeles, CA
2002 - 2005	Associate - Newmark Knight Frank Retail, New York, NY
1996 - 2001	Project Manager working with NYC icon Eric Goodes' hospitality group scouting locations, working with developers, designers and architects constructing restaurants, nightclubs and hotels to client's exact specifications.

Associations & Achievements:

- President, I Sengsong Chamorro Merchants Association, Inc (2018)
- Member Guam Womens Chamber of Commerce, Guam (2018)
- Member Guam Chamber of Commerce, Guam (2018)
- Member American/Australian/British Chambers of Commerce, Bangkok, Thailand (2011-2013)
- Co-chair Community Engagement Committee, American Chamber of Commerce, Bangkok, TH (2011-2013)
- Licensed real estate salesperson in New York and California (2000-2011)
- Member Real Estate Board of New York (2000-2011)
- Member International Counsel of Shopping Centers (ICSC) (2002-2011)
- Member Beverly Hills Chamber of Commerce & Economic Development Council (2005-2007)
- Member Downtown Los Angeles Economic Development Committee (2005-2007)
- Recipient Newmark Knight Frank Humanitarian of the Year 2004 Award
- Attended University of Maryland Munich Campus, Munich, Germany (1991-1993)

Save Southern Guam to celebrate victory over Pago Bay development with a wave

Adrian Gogue and Vangie Lujan respond to the Guam Land Use Commission's indecision to a deadline extension requested by Guam Wanfang Construction, the developer responsible for the Pago Bay Ocean Resort. John I. Borja/PDN

Save Southern Guam plans to celebrate the halt of a controversial Pago Bay development with a wave Thursday at the Pago Bay bridge.

The Guam Land Use Commission last month voted to revoke the Pago Bay Resort's height variance after the developer submitted a smaller version of the project. Commissioners stated it would require a new land use application and opportunity for public input.

The decision was a victory for Save Southern Guam, who opposed the development and held public protests and challenged the height variance in court.

The non-profit group held a press conference Tuesday at the site of the proposed development to talk about the group's ongoing efforts and plans for the future.

More: Land Use Commission revokes height variance for Pago Bay project

More: Land Use Commission holds off decision on Pago Bay project

Lasia Casil, president of the non-profit, who is a Democratic candidate for senator, said the group is very happy about the decision.

If the project wants to move forward, developers will need to wait a year before they can reapply, and this time will face a hybrid approval process, which includes mayors, she said.

"It makes it tougher for a project like this," Casil said.

Save Southern Guam pushed for several laws, including one that created the Guam Hybrid Land Use Commission, which includes island's mayors affected by a proposed development, as part of a vote for projects costing more than $3 million.

The group sued the commission and developer Wanfang Construction Ltd. in the Superior Court of Guam after the commission approved a height variance which the group stated was illegal. The request wasn't compliant with Guam's zoning laws, the group stated.

The suit will be dismissed now that the commission has voted to revoke the variance, Casil said.

Aside from the argument that the commission violated the law, the group also stated the resort would be an eyesore on the bay.

"We are not anti-development. We're pro-responsible development," Casil said.

Save Southern Guam secretary Dianne Strong said the group is fine with the developers building up to three stories, which is consistent with the zoning in the area, but not high-rise buildings.

Port Authority of Guam General Manager Joanne Brown, a resident of Pago Bay and member of Save Souther Guam, said the group is made up of ordinary people who are fighting for what is right, which is quality of life.

"I think it's shown that this is not what you want to see in quality development in our community. We're just little people out here and we'll continue to fight for what is important to us," she said.

Brown said the project should have never moved forward because the developers failed to meet several deadlines given by the Land Use Commission. The commission, however, accommodated the developer and kept extending deadlines, she said.

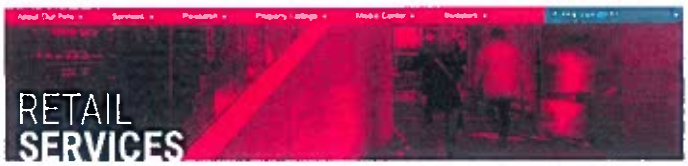
"It's unfortunate we had to do this," Brown said.

She said although the group has had to put in time and money in its fight, it will continue to do so to fight for what's right.

Casil said the group's fight isn't over because it has heard of several other proposed developments around the island.

She said the group's fight against the Pago Bay developers has prompted other companies to consider making their projects more eco-friendly and getting more community engagement.

The wave will be held Thursday from 4:30 p.m. to 6 p.m. at the Pago Bay bridge.



Newmark Knight Frank Retail Brings Service Platform to L.A.

New York, NY (04/17/2006)

Newmark Knight Frank Retail, the country's premier retail real estate firm, has extended its platform into the L.A. market offering prospective retailers a full suite of data, consulting and site selection services in that burgeoning area.

The move will enable Newmark Knight Frank Retail to provide its clients with crucial knowledge of the L.A. market. "L.A. is a key market that retailers look at when establishing their game plan," says Jeffrey D. Roseman, executive vice president of Newmark Knight Frank Retail. "We know the players and where the critical mass is. We can tell you who is shopping on Melrose as opposed to Robertson, for example," he says.

Newmark Knight Frank's expansion into L.A. also insures its retail clients an edge in gaining market share in the entire U.S. "Beyond site selection we can take a retailer that's coming from overseas or just launching in the U.S. and effectively roll them out across the country," says Roseman. One such client Reiss, a women's and men's clothing retailer with 50 locations in London, is virtually unknown in the states. With Newmark Knight Frank Retail's services, Roseman says, the company launched locations in New York, and will roll out stores in L.A. this year.

Newmark Knight Frank will continue its exploration and expansion into L.A., and additional markets for its retailers. "We think areas in downtown L.A. are underserved and that a market will evolve there," says Roseman. "There are many hidden markets we believe will take off."

Lasia Casil Sonmez is heading up the new operation, expanding the west coast coverage currently provided by Newmark Knight Frank's San Francisco office. Casil Sonmez will be based in the firm's West L.A. office on Wilshire Blvd., and will provide coverage for Southern California, as well as other major retail markets throughout California.

Newmark Knight Frank Retail services are invaluable for retailers' real estate decisions. The firm has strategically increased its geographic presence over the past several decades, and currently operates offices in major markets throughout the United States.

"Knowledge is power for anybody in any business," says Roseman. "If you have bad locations, you'll have bad sales, no matter how good your product is."

Newmark Knight Frank Retail, one of the largest retail brokerage firms in the United States, offers comprehensive services to many of the world's most prominent retailers and property owners. Newmark Knight Frank Retail is a division of Newmark Knight Frank, a full service, global commercial real estate service provider.

Who's News

April 8, 2009



Sinvin Realty, LLC announced the addition of two new senior directors, Daniel Alesandro and Lasia Casil, together forming a national retail department for the firm.

Lasia Casil focuses her work with national and international retail clients in the Manhattan, Los Angeles and national markets. She is responsible for several high profile New York and Los Angeles retail transactions, including the Reiss flagship store in SoHo and on Bleecker Street.

Previously, Casil worked for Newmark Knight Frank Retail, both in New York and in Los Angeles. In 2006 she moved to Robert K. Futterman in Los Angeles, and most recently, became the president of her own brokerage, Casil & Co., Urban Retail Real Estate, in Los Angeles.

Daniel Alesandro has been responsible for handling the national real estate expansion strategies for fashion retailers including Michael Kors, along with the retail brands of Liz Claiborne including Juicy Couture, Kate Spade, Jack Spade and Lucky Brand.

He began in commercial brokerage in 2001 at Garrick-Aug Associates and

GlobeSt.com™

Newmark Knight Expands in L.A.

WEST LOS ANGELES-The New York City-based site selection specialist expands into the L.A. market with a new office here.

By Bob Howard April 17, 2006 at 09:52 PM

WEST LOS ANGELES-Newmark Knight Frank Retail of New York City has expanded into the L.A. market with a new office here and has named Lasia Casil Sonmez to head the new operation. Casil Sonmez is a specialist in launching international retailers in the US.

Newmark Knight Frank Retail, which provides consulting and site selection services for retailers, has opened the new office here because "L.A. is a key market that retailers look at when establishing their game plan," says Jeffrey D. Roseman, EVP of the New York-based company. In addition to the many US retailers that view Los Angeles as a key market, Roseman adds, overseas retailers increasingly are targeting L.A. as part of their expansion plans.

Beyond site selection, Roseman adds, Newmark Knight's strategy is to "take a retailer that's coming from overseas or just launching in the US and effectively roll them out across the country." One of the Southern California markets that is prime for new retailers is Downtown L.A., Roseman comments, describing Downtown as "underserved" and one of "many hidden markets we believe will take off."

Casil Sonmez will expand the West Coast coverage currently provided by Newmark Knight Frank's San Francisco office. She joined the firm in 2002 at its Manhattan headquarters and, the company says, she will maintain a strong presence in New York City while serving as the primary point of contact for retail and restaurant clients searching for space in Southern California.

Working primarily with international clients breaking into the US market, Casil Sonmez is focused on tenant and owner representation. Since joining Newmark Knight, she has represented overseas brands in the opening of their flagship stores in SoHo, New York. Some of her international fashion clients include Custo Barcelona of Spain, Onward Kashiyama and Via Bus Stop of Japan, the Swedish restaurant Smorgas and a number of others.

Before joining Newmark Knight, Casil Sonmez worked for a boutique residential real estate firm that sold luxury lofts in Downtown Manhattan. She has also served as a project manager for a real estate development company that converted factory lofts into residential and office units.

ROBERT'S RULES OF ORDER - SUMMARY VERSION

Robert Rules of Order Provides For Fair and Orderly Meetings & Conventions

Provides common rules and procedures for deliberation and debate in order to place the whole membership on the same footing and speaking the same language. The conduct of ALL business is controlled by the general will of the whole membership - the right of the deliberate majority to decide. Complementary is the right of at least a strong minority to require the majority to be deliberate - to act according to its considered judgment AFTER a full and fair "working through" of the issues involved. Robert's Rules provides for constructive and democratic meetings, to help, not hinder, the business of the assembly. Under no circumstances should "undue strictness" be allowed to intimidate members or limit full participation.

The fundamental right of deliberative assemblies require all questions to be thoroughly discussed before taking action!

The assembly rules - they have the final say on everything! Silence means consent!

Chairperson should have a writing instrument and paper to write down motions. Ensure that motions are stated properly.

Guidelines

- Obtain the floor (the right to speak) by being the first to stand when the person speaking has finished; state Mr./Madam Chairperson. Raising your hand means nothing, and standing while another has the floor is out of order! **Must be recognized by the Chair before speaking!**
- Debate cannot begin until the Chair has stated the motion or resolution and asked "are you ready for the question?" If no one rises, the chair calls for the vote!
- Before the motion is stated by the Chair (the question) members may suggest modification of the motion; the mover can modify as he pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.
- The "immediately pending question" is the last question stated by the Chair! Motion/Resolution - Amendment - Motion to Postpone
- The member moving the "immediately pending question" is entitled to preference to the floor!
- No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once!
- All remarks must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives!
- The agenda and all committee reports are merely recommendations! When presented to the assembly and the question is stated, debate begins and changes occur!

The Rules

- **Point of Privilege:** Pertains to noise, personal comfort, etc. - may interrupt only if necessary!
- **Parliamentary Inquiry:** Inquire as to the correct motion - to accomplish a desired result, or raise a point of order
- **Point of Information:** Generally applies to information desired from the speaker: "I should like to ask the (speaker) a question."
- **Orders of the Day** (Agenda): A call to adhere to the agenda (a deviation from the agenda requires Suspending the Rules)
- **Point of Order:** Infraction of the rules, or improper decorum in speaking. Must be raised immediately after the error is made
- **Main Motion:** Brings new business (the next item on the agenda) before the assembly
- **Divide the Question:** Divides a motion into two or more separate motions (must be able to stand on their own)
- **Consider by Paragraph:** Adoption of paper is held until all paragraphs are debated and amended and entire paper is satisfactory; after all paragraphs are considered, the entire paper is then open to amendment, and paragraphs may be further amended. Any Preamble can not be considered until debate on the body of the paper has ceased.
- **Amend:** Inserting or striking out words or paragraphs, or substituting whole paragraphs or resolutions
- **Withdraw/Modify Motion:** Applies only after question is stated; mover can accept an amendment without obtaining the floor
- **Commit /Refer/Recommit to Committee:** State the committee to receive the question or resolution; if no committee exists include size of committee desired and method of selecting the members (election or appointment).
- **Extend Debate:** Applies only to the immediately pending question; extends until a certain time or for a certain period of time
- **Limit Debate:** Closing debate at a certain time, or limiting to a certain period of time
- **Postpone to a Certain Time:** State the time the motion or agenda item will be resumed
- **Object to Consideration:** Objection must be stated before discussion or another motion is stated
- **Lay on the Table:** Temporarily suspends further consideration/action on pending question; may be made after motion to close debate has carried or is pending
- **Take from the Table:** Resumes consideration of item previously "laid on the table" - state the motion to take from the table
- **Reconsider:** Can be made only by one on the prevailing side who has changed position or view
- **Postpone Indefinitely:** Kills the question/resolution for this session - exception: the motion to reconsider can be made this session
- **Previous Question:** Closes debate if successful - may be moved to **"Close Debate"** if preferred

- **Informal Consideration:** Move that the assembly go into **"Committee of the Whole"** - informal debate as if in committee; this committee may limit number or length of speeches or close debate by other means by a 2/3 vote. All votes, however, are formal.
- **Appeal Decision of the Chair:** Appeal for the assembly to decide - must be made before other business is resumed; NOT debatable if relates to decorum, violation of rules or order of business
- **Suspend the Rules:** Allows a violation of the assembly's own rules (except Constitution); the object of the suspension must be specified

What Is Parliamentary Procedure?

It is a set of rules for conduct at meetings, that allows everyone to be heard and to make decisions without confusion.

Why is Parliamentary Procedure Important?

Because it's a time tested method of conducting business at meetings and public gatherings. It can be adapted to fit the needs of any organization. Today, Robert's Rules of Order newly revised is the basic handbook of operation for most clubs, organizations and other groups. So it's important that everyone know these basic rules!

Organizations using parliamentary procedure usually follow a fixed order of business. Below is a typical example:

AGENDA
Location, Date and Time

1. Call to order.
2. Roll call of members present.
3. Reading of minutes of last meeting.
4. Officers reports.
5. Committee reports.
6. Special orders --- Important business previously designated for consideration at this meeting.
7. Unfinished business.
8. New business.
9. Announcements.
10. Adjournment.

The method used by members to express themselves is in the form of moving motions. A motion is a proposal that the entire membership take action or a stand on an issue. Individual members can:

1. Call to order.
2. Second motions.
3. Debate motions.
4. Vote on motions.

There are four (4) Basic Types of Motions:

1. **Main Motions:** The purpose of a main motion is to introduce items to the membership for their consideration. They cannot be made when any other motion is on the floor, and yield to privileged, subsidiary, and incidental motions.
2. **Subsidiary Motions:** Their purpose is to change or affect how a main motion is handled, and is voted on before a main motion.
3. **Privileged Motions:** Their purpose is to bring up items that are urgent about special or important matters unrelated to pending business.
4. **Incidental Motions:** Their purpose is to provide a means of questioning procedure concerning other motions and must be considered before the other motion.

How are Motions Presented?

1. Obtaining the floor
    a. Wait until the last speaker has finished.
    b. Rise and address the Chairman by saying, "Mr. Chairperson, or Mr. President."
    c. Wait until the Chairperson recognizes you.
2. Make Your Motion
    a. Speak in a clear and concise manner.
    b. Always state a motion affirmatively. Say, "I move that we ..." rather than, "I move that we do not ...".
    c. Avoid personalities and stay on your subject.
3. Wait for Someone to Second Your Motion
4. Another member will second your motion or the Chairperson will call for a second.
5. If there is no second to your motion it is lost.
6. The Chairperson States Your Motion
    a. The Chairperson will say, "it has been moved and seconded that we ..." Thus placing your motion before the membership for consideration and action.
    b. The membership then either debates your motion, or may move directly to a vote.
    c. Once your motion is presented to the membership by the Chair it becomes "assembly property", and cannot be changed by you without the consent of the members.
7. Expanding on Your Motion
    a. The time for you to speak in favor of your motion is at this point in time, rather than at the time you present it.
    b. The mover is always allowed to speak first.
    c. All comments and debate must be directed to the Chairperson.
    d. Keep to the time limit for speaking that has been established.
    e. The mover may speak again only after other speakers are finished, unless called upon by the Chairperson.

8. Putting the Question to the Membership
    a. The Chairperson asks, "Are you ready to vote on the question?"
    b. If there is no more discussion, a vote is taken.
    c. On a motion to move the previous question may be adapted.

Voting on a Motion:

The method of vote on any motion depends on the situation and the by-laws of policy of your organization. There are five methods used to vote by most organizations, they are:

1. **By Voice** -- The Chairperson asks those in favor to say, "aye", those opposed to say "no". Any member may move for a exact count.
2. **By Roll Call** -- Each member answers "yes" or "no" as his name is called. This method is used when a record of each person's vote is required.
3. **By General Consent** -- When a motion is not likely to be opposed, the Chairperson says, "if there is no objection ..." The membership shows agreement by their silence, however if one member says, "I object," the item must be put to a vote.
4. **By Division** -- This is a slight verification of a voice vote. It does not require a count unless the Chairperson so desires. Members raise their hands or stand.
5. **By Ballot** -- Members write their vote on a slip of paper, this method is used when secrecy is desired.

There are two other motions that are commonly used that relate to voting.

1. Motion to Table -- This motion is often used in the attempt to "kill" a motion. The option is always present, however, to "take from the table", for reconsideration by the membership.
2. Motion to Postpone Indefinitely -- This is often used as a means of parliamentary strategy and allows opponents of motion to test their strength without an actual vote being taken. Also, debate is once again open on the main motion.

Parliamentary Procedure is the best way to get things done at your meetings. But, it will only work if you use it properly.

1. Allow motions that are in order.
2. Have members obtain the floor properly.
3. Speak clearly and concisely.
4. Obey the rules of debate.

Most importantly, *BE COURTEOUS*.

Eddie Baza Calvo
Governor of Guam

Ray Tenorio
Lieutenant Governor

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Carl V. Dominguez
Director
Manuel Q. Cruz
Deputy Director

MEMORANDUM

MAY 03 2018

TO: Administrator
Hagåtña Restoration and
Redevelopment Authority (HRRA)

FROM: Director
Bureau of Statistics and Plans

SUBJECT: BSP Comments to HRRA Master Plan

Hafa Adai! The Bureau of Statistics and Plans (BSP) has reviewed the Hagatna Restoration and Redevelopment Authority Master Plan authored by the Matrix Design Group dated November 2017. As you may be aware, the Bureau's mission is to ensure Guam's resources are effectively used for the benefit of present and future generations by ensuring consistency among various plans, policies, and programs. The Kabales na Planu Para Guahan, Guam 2065, and the North & Central Guam Land Use Plan (NCGLUP) and various land use planning tools were referenced to arrive at these recommendations which are as follows.

- The document should include the need to develop a guidance standard for planning and evaluation of future land resource decisions that address current and future vulnerability to hazards and climate change. (Page 1-1);
- Include the word resilient under the Design Guidelines and Regulations narrative as follows. "This document contains design guidelines and regulations intended to encourage pedestrian comfort and aesthetically pleasing and resilient design, while maintaining functionality…" (Page 1-2);
- The 2009 NCGLUP Goal NS-6 POLICY 15 recommends the development of tax and fee incentives to encourage sustainable design for site planning, structural design, and energy efficiency. As a result, the Bureau recommends under action #3, add the word incentivize to read, "Identify and incentivize …" (Page 1-9);
- HRRA should consider the future constants of poor water quality on the river walk feature of the masterplan. HRRA should also ensure that any waterfront development considers future environmental conditions such as sea-level rise. (Page 3-6);
- The 2009 NCGLUP Goal I-7 Policy 29 encourages all new development to locate utilities underground. This master plan did not include a goal or policy to ensure existing customers and or GPA to take action to meet this goal;

Doc. No. 05GL-20-1591

- A major waterfront and infrastructure goal should be to stop untreated runoff from entering Hagatna Bay. It is crucial that the HRRA ensure storm water infrastructure provide adequate drainage and treatment and minimize flooding and pollution in order to improve water quality of near shore environments;
- Boat basin channel boundaries is considered an Area of Particular Concern under the category of surfing sites due to heavy wave inundation. The Bureau recommends that further study be done to understand long-term vulnerability to hazards such as sea level rise, wave inundation, and storm surge will have on a major facility such as a cruise ship port. This study should also cover user conflict(s) as well as any environmental impacts.
- The HRRA Master Plan identifies key Government of Guam agency stakeholders. There is no clear indication as to which organization will have project management oversite over the projects being developed;
- The HRRA Master Plan referenced the Guam Zoning Law, GCA Title 21: Real Property Chapter 61. However on page 3-21, there are new zoning codes being proposed to accommodate a HRRA mixed-land use development plan (Page 3-1);
- Providing timeframe for approval by the Guam Legislature and the Governor of Guam would be useful. (Page 1-2);
- The HRRA Master Plan indicated that during construction and road widening projects along Routes 1, 4, and 8, most water runoff drained into the Hagåtña River and ocean untreated. This practice should not be tolerated for any future road or development projects due to the accumulation and magnitude of pollution that are impacting Guam's marine species. Recent surveys by the UOG Marine Lab indicated that Acropora corals show a >95% mortality across Hagåtña's entire fringing reef. (Page 6-2);
- It is vital that this plan include strong storm water and pollution prevention management guidelines as well as articulate goals and objectives for current and future development projects so that surface drainage water quality is improved to a level where marine ecosystems in Hagåtña bay can recover and be healthy;
- The plan should articulate a green objective or goal such as how the city will move toward a zero-waste community. (Page 6-5).

As government officials, it is our primary responsibility to ensure the balance of development with environmentally prudent use of coastal resources for current and future generations. The Bureau would like to commend you for your masterplan efforts. Please do not hesitate to contact Mr. Edwin Reyes, Administrator, Guam Coastal Management Program or myself for any questions regarding this memo.

MANUEL Q. CRUZ
Acting Director

CC: GCMP Administrator
BSP Chief Planner

DIPÅTTAMENTON MINANEHAN TÅNO'
(Department of Land Management)
GUBETNAMENTON GUÅHAN
(Government of Guam)

DEPARTMENT OF LAND MANAGEMENT

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Governor

RAY TENORIO
Lieutenant Governor

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August 15, 2018

Chairman John T. Calvo
Board of Commissioners
Hagatna Restoration and Redevelopment Authority
194 Hernan Cortez Avenue
Hagåtña, Guam 96910

Hafa Adai Chairman Calvo,

The Department of Land Management has reviewed, supports and recommends approval to the final version of the Hagatna Masterplan. As an ex-officio member to the HRRA Board, the Department has contributed and will continue to contribute to the revitalization and restoration of our Capital City Hagatna within the purview and authority granted by statute to DLM.

Should you require further assistance, please do not hesitate to contact our office at 649-5263 extension 612.

Sensaramente,

MICHAEL J. B. BORJA
Director

Recid Aug 14, 2018
3:24 pm
John C Santos

Eddie Baza Calvo
Governor of Guam

Ray Tenorio
Lieutenant Governor

BUREAU OF STATISTICS & PLANS
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Carl V. Dominguez
Director
Manuel Q. Cruz
Deputy Director

AUG 16 2018

MEMORANDUM

TO: Administrator, Hagåtña Restoration and Redevelopment Authority (HRRA)

FROM: Director, Bureau of Statistics and Plans

SUBJECT: BSP Comments to revised HRRA Master Plan

Hafa Adai! The Bureau of Statistics and Plans (BSP) has reviewed the revised Hagatna Restoration and Redevelopment Authority Master Plan with the following file name *hagatna_master_plan_public_draft_november_2017_sm2* as authored by the Matrix Design Group. As you are aware, the Bureau has been actively engaged in the planning process and was pleased to provide comments on an earlier draft via our Memorandum dated May 03, 2018. On behalf of BSP, I would like to thank you for incorporating our comments.

The Bureau has no further comments and would like to commend you for your masterplan efforts. Please do not hesitate to contact Mr. Edwin Reyes, Administrator, Guam Coastal Management Program or myself for any questions regarding this memo.

MANUEL Q. CRUZ
Acting Director

CC: GCMP Administrator
BSP Chief Planner

Benito "Ben" Servino
DIRECTOR

Department of Integrated Services for Individuals with Disabilities

Dipåttamenton Prugrama Para I Maninutet
Government of Guam

Eddie Baza Calvo
GOVERNOR

Ray Tenorio
LIEUTENANT GOVERNOR

August 24, 2018

DISID Ref. No. 1808-2937

MEMORANDUM

To: John T. Calvo, Chairman, Board of Commissioners
Hagåtña Restoration and Redevelopment Authority

Via: Johnny G. Sablan, HRRA Executive Director
Suite 104, Terlaje Professional Building,
194 Hernan Cortez Avenue, Hagåtña, Guam 96910

From: Ben S. Servino, Director
Dept. of Integrated Services for Individuals with Disabilities (DISID)

Subject: **Hagåtña Restoration and Redevelopment Masterplan Support**

Hafa Adai Chairman Calvo:

On behalf of the Department of Integrated Services for Individuals with Disabilities (DISID), I wish to personally "Thank You" for providing our agency an opportunity review the Hagåtña Restoration and Redevelopment Masterplan and its supporting documents.

DISID acknowledges and supports the Masterplan's intent of providing an integrated ***"walkable"*** pedestrian connection and creating a multi-modal circulation connectivity system within our Capital City of Hagåtña, including the provision of shaded, wide walkways or structures where possible.

We would like to recommend that **"Person First"** terminology be utilized when describing people with disabilities in the document rather than using words such as ***"handicapped or disabled"*** to promote equality and the dignity of people with disabilities which is the intent of the Americans with Disabilities Act (ADA).

Additionally, DISID acknowledges that though the current Guam International Building Code incorporates the ADA accessibility requirements, we would like to request that the HRRA Board of Commissioners ensure that the following are addressed within the planning and construction phases of our city:

- Compliance with the "Accessible Route" Requirements, especially in regards to the Public Rights of Way Accessibility Guidelines (PROWAG) to ensure that the facilities for pedestrian circulation and use located within the public right-of-way are readily accessible to and usable by pedestrians with disabilities. (Widths, Running

238 Archbishop Flores St., DNA Building, Ste 702, Hagåtña, Guam 96910
Phone: 475-4646 · TDD: 477-9183 · Fax: 477-2892

Slopes, Cross Slopes, Surfaces, Changes in Level, Gaps/Grates, Protruding Objects, Signs & Equipment, and Landscape Materials)

- Provision of detectable warning surfaces on curb ramps and blended transitions at pedestrian street crossings
- Provision of accessible pedestrian signals and pedestrian push buttons. For pedestrians with vision impairments - used in conjunction with pedestrian signal timing (Add "non-visual" information: such as Tactile Features, Audible Tones, Vibrating Surfaces, Speech Messages, must indicate which crossing is served by each device)
- Maintenance of equipment and features such as sidewalks of facilities that are required to provide ready access to individuals with disabilities
- Provision of Informational Signage that complies with the ADA requirements

We extend our appreciation to the HRRA Board of Commissioners for addressing the concerns of "people with disabilities" and for continuing its efforts to develop, revitalize and restore our Capital City of Hagåtña.

DISID fully supports and recommends approval of the Hagåtña Restoration and Redevelopment Masterplan.

Si Yu'os Ma'ase.

Ben S. Servino, M.S.
Director, DISID

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August 17, 2018

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P.O. Box 2950
Hagåtña, Guam 96932

Transmitted via email: joseph.santos@hrra.guam.gov

Hafa Adai Executive Director Sablan,

On June 8, 2018, the Guam Environmental Protection Agency (Guam EPA) received a request for final comments, relative to the Final Public Draft of the Hagåtña Masterplan and the Hagåtña Design Guidelines. Guam EPA appreciates the opportunity to offer agency feedback for consideration in the development of the Hagåtña Masterplan, and the opportunity to participate in the historic revitalization of our capital city.

For your consideration, the agency's water division submits the following comments:

1. Storm Water Management Plan

Concern: During heavy rains or long periods of monsoon activity, the Hagåtña area experiences constant flooding as a result of its geographical and physical location. The water table along the Hagåtña area is high, especially during high tide. Most parts of Hagåtña are located on flood zones, and are particularly vulnerable to major flooding when the Ocean Surf is high, during inclement weather. Most drainage systems used by commercial facilities within the village do not function properly because of current soil conditions and the water table.

Recommendation: The proposed Master Plan must address this concern by considering a district wide storm drainage system, to intercept storm water runoff from the street, low level areas and existing establishments that do not provide a drainage system for any run-off coming from the cliff area. The system must have proper storm drainage and outfall at the river, Philippine Sea or surrounding wetland areas with a Municipal Separate Storm Sewer System (MS4) permit.

2. Domestic and Commercial Water Supply:

Overall, the water system has an adequate water supply with sufficient water pressure. However, some commercial facilities that require a fire suppression system must provide a water storage tank within the facility. Hagåtña is the service area that is normally supplied by the A-23 and the A-25 GWA production wells. Unfortunately, A-23 and A-25 are temporarily offline until the issues of unregulated

contaminants, per- and polyfluoroalkyl substances (PFAS) and perfluorooctane sulfonate (PFOS) are resolved.

3. Wastewater Disposal System:

Concern: Most parts of Hagåtña are provided with the public sewer system. However, some waste water systems and laterals are shallow and may not allow connection to some facilities. Additionally, the Hagåtña area has problems with sewer backups because of the current conditions of the transmission and gravity sewer system along Route 4. Sewer transmission and gravity from the south (Asan-Piti) may have surcharge issues during the rainy season because of substantial infiltration from the sewer system. Sewer rehabilitation from both sections of GWA's water system is on-going and/or under the design stage. Hagåtña, being the lower portion of the service area may experience occasional sewage overflow.

Recommendation: The Masterplan must address sewage issues, to include existing collector systems, sewage pumping stations and similar facilities.

4. Other impacts to the environment are: homeless frequenting the Hagåtña area that may not have access to adequate and sanitary water and wastewater facilities. The Masterplan must address providing shelter and sanitation for our less fortunate residents. Improve the sanitary condition of all toilet facilities within the village, for people frequenting the public places, beaches and parks.

If you have any questions or concerns, or should require assistance, please feel free to contact me at your earliest convenience.

Respectfully,

WALTER S. LEON GUERRERO
Administrator, Guam Environmental Protection Agency

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Friday, September 6, 2019 - 8:00am

World Cafe Small Conference Room, Fiesta Resort Hotel, Tumon

AGENDA

I. **Call to order:**

II. **Attendance:**

III. **Approval of July 25, 2019 Meeting Minutes:**

IV. **Reports:**

1. Executive Director Report

V. **Old Business:**

1. Regular Meeting Standardization
   a) Day and Time Standardization
   b) Robert Rules of Order Adoption
2. Hagåtña River Flood Risk Management Update
   a) Scope of Work Contract Amendment Approval
3. FY 2019 Budget
4. FY 2020 Budget

VI. **New Business:**

1. Appointment of HRRA Secretary
2. Appointment of HRRA Treasurer
3. Agency Comments on Hagåtña Master Plan

VII. **Announcements:**

VIII. **Next Meeting:**

IX. **Adjournment:**

Motion → full board.
Friday.
→ Oct 4.
Thursday.
5pm.
Oct 3.
Nick-Jake. Nov 7.
Joe/Vic & Treasure Rec 5
Party.
5pm.
→ Defense Policy & task
Master Plan
9:28 all.

HRRA Board of Commissioners Regular Meeting Sign In Sheet

September 6, 2019

World Cafe, Fiesta Resort Hotel, Tamuning

BOARD MEMBERS:		
Chair	Maria Eugenio Leon Guerrero	
Vice Chair	Patricia "Patty" Ada	
Commissioner	Mayor John Cruz	
Commissioner	Nick Keswani	
Commissioner	Greg Perez	
Commissioner	Eduardo "Jake" Calvo	
Commissioner	Rita Franquez	Rita Franquez
Commissioner	Carlos Madrid Alvarez-Pinar	
EX-OFFICIO MEMBERS:		
Dept. Integrated Services for Individuals with Disabilities (DISID)	Director Phyliss Leon Guerrero	Jeffrey L Wayfield Sr
Dept. Land Management (DOL)	Director Joseph M. Borja	
Dept. Parks and Recreation (DPR)	Director Richard Ybanez	
Dept. Public Works (DPW)	Director Vincent P. Arriola	
Guam Environmental Protection Agency (GEPA)	Administrator Walter Leon Guerrero	Arlene Acfalle for WALTER leon guerrero
Guam Preservation Trust	Joe Quinata	
Guam Visitors Bureau (GVB)	President & CEO Pilar Laguaña	Kraig Camacho for Pilar
I Kumisión i Fino' CHamoru	Hope Cristobal	
Micronesia Area Research Center (MARC)	Omaira Brunal Perry	Omaira B Perry
LEGISLATIVE OVERSIGHT COMMITTEE:		
Chair	Senator Kelly Marsh Taitano	
Vice Chair	Speaker Tina Muna Barnes	
HRRA:		
Executive Director	Lasia Casil	
Staff	Joseph Santos	

HRRA Board of Commissioners Regular Meeting - Guest Sign in Sheet				
Location: World Cafe, Fiesta Resort Hotel, Tamuning				Date: Sept. 6, 2019
	First/Last Name	Affiliation	Phone	Email
21	Dan Kraster	PortGuam	—	—
22	Roland Villaverde	35th Guam Legislature Oversight Committee	483-3786	roland.senatorkelly@gmail.com
23	Carl KUAM	KUAM	635-2645	
24	Brent	KUAM	686 3225	dm@kuam
25				
26				
27				
28				
29				
30				

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
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Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

September 27, 2019

MEMORANDUM

TO: Senator Kelly Marsh (Taitano), PhD.

FROM: Chair Maria Eugenia Leon Guerrero, HRRA

SUBJECT: HRRA-Related Communications

Hâfa Adai.

Firstly, the HRRA would like to express Un Dangkolu na Si Yu'os Ma'ase for your support in securing our 2020 budget. The funds will go a long way in sustaining our mandates and operations.

I would like to ask for your assistance regarding HRRA-related communications moving forward. As we continue to move forward with our work, it is important that our two offices remain in close coordination. In that spirit, we request that prior to distributing information related to the Hagåtña Master Plan that you please consult with the HRRA office and Executive Director Casil. Also, for all written communications please email a copy to myself at leonguerrero.m@gmail.com and Executive Director Casil at lasia.casil@hrra.guam.gov. This will help us in several ways:

1.Provides real time notification of all communications so that we may coordinate a timely response and prepare for media inquiries, as necessary.

2.Affords an opportunity to review and ensure that information being communicated between stakeholders is up-to-date and accurate.

3.Ensures that distribution of information reaches all of our board members and other critical stakeholders.

Of course, communication goes both ways, so please do let us know if there is any way that we can improve how we are handling things from our end as well.

I also wanted to thank you for taking the time to attend our last board meeting. Your presence and support is very much appreciated. As you probably noticed, one thing we are struggling with is keeping our meetings

to a reasonable time frame. If there are items that you would like to address with the board, please inform the Executive Director prior to the meeting so that she may add it to the agenda.

Lastly, I wanted to clarify a point in your letter to Senators and Stakeholders dated September 13, 2019. You mentioned that the Zoning Ordinance will be part of the package to be approved by the Board, *I Maga'Haga* and *I Liheslatura*. However, please note that the only documents to be submitted for review are the Hagåtña Master Plan, the Map Atlas and the Design Guidelines. Changes to zoning will be addressed according with Public Law 24-110:

"**79303. Powers and Duties of the Authority.** The Authority shall have all the powers necessary and convenient to carry out and perform the purposes and provisions of this Chapter, except the power to level and collect taxes or special assessments, including the following, in addition to other powers granted in this Article, and may: (n) notwithstanding any other provision of law, to establish zones and boundaries, after public hearing, regulating buildings and structures and the nature and extent of their use, so that the Project may be developed in an orderly manner in accordance with the Plan."

Again, thank you for your support. We look forward to working with the Legislature and Stakeholders in promoting and preserving our CHamoru culture through the restoration and rebuilding of our capital city of Hagåtña.

Si Yu'os Ma'ase.

Maria Eugenia Leon Guerrero
Chair
HRRA

Cc: *I Maga'Hagan Guahan*
Speaker
Senators
HRRA Board of Commissioners
HRRA Executive Director

HAGÅTÑA
RESTORATION AND
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Hagatna Restoration and Redevelopment Authority (HRRA)
Regular Board of Commissioners Meeting Minutes DRAFT
September 6, 2019
World Cafe, Fiesta Resort Hotel, Tamuning, Guam

I. **Call to Order** - Chair Maria Leon Guerrero called the meeting to order at 8:13am.

II. **Attendance** -

1. Board Members Present - Chair Maria Leon Guerrero (Chair), Vice Chair Patricia Ada (), Mayor John Cruz (Mayor Cruz), Commissioner Nick Keswani (Nick), Commissioner Greg Perez (Greg), Commissioner Eduardo "Jake" Calvo (Jake), Commissioner Rita Franquez (Rita), Commissioner Carlos Madrid (Carlos)
2. Ex-Officio Members Present - Jeffrey L. Warfield (DISID), Arlene Acfalle (GEPA), Kraig Camacho (GVB), Omairu B. Perry (MARC)
3. Legislative Oversight Committee: Senator Kelly Marsh (Taitano)
4. HRRA Staff: Executive Director Lasia Casil (Lasia), Joseph Santos
5. Guests: Stacy Salas (OAG legal counsel)

IV. **Approval of Minutes** - Nick had a few comments about the minutes and asked for more time to read over them and get back to it at the end of the day.

V. **Reports** -

1. Executive Director - Lasia-I met with with DRT on August 19, 2019 to further discuss the money owed to HRRA from the taxes on real estate improvement in Hagåtña. Its still a work in progress. DRT still needs to separate payments for land from payments for structures. Chair-Is there an ETA? Lasia-I hope within the next few months. On 28 August, Joseph Santos and I met with Guam Silver Jackets to discuss the River Feasibility Study by the ACOE and it is reported that the study may be completed by the end of 2020. The new FEMA FIRM map is scheduled to be completed by early 2020. On August 29, I attended the EDA grants working session hosted by GEDA to go over the Comprehensive Economic Development Strategy (CEDS). Chair-When will the River Feasibility Study to be performed by ACOE will be completed and who is taking the lead on this. Lasia-DPW Director Vince Arriola has been assigned the lead on this by the Maga'Håga and it is expected to be completed in late 2020. On September 4, 2019, I met with the

Maga'Håga to sign bill 186-25 into law. HRRA now has a budget appropriated by the Legislature. HRRA took on a new administrative assistant in training on Wednesday, September 4, 2019 with the SCSEP program. I would like to start meeting with individual senators to start discussing and educate them on the plan and get their feedback and concerns and if the Board has any issues with her meeting the senators? Not many have attended the informational hearings. Senator Marsh- Is a bit early before the Board has gotten settled and before they have addressed the agency feedback. Chair-Is it more collecting feedback? Lasia-I want to make sure the public is getting the correct information. Chair-Our goal is to have the HMP approved by the end of the year so its better that we get all feedback upfront so we can work with them. Senator Marsh-I suggest we give the senators the digital copies to review. Nick-Once we receive the input what is done with the input from all the departments and divisions? What if there are differences of opinion? Chair-That this is what we have to decide. Lasia-The discussion of the agency comments is a line item on the agenda to be discussed under new business, and for now does anyone have issues with her speaking with the public, senators and media? Chair-Does Senator Marsh have any suggestions on how to approach the senators? Senator Marsh-I recommend sending out digital copies of the plan to review and then making the appointments. Nick-I recommendt hat we consolidate the comments for review. Joe- May I remind the board that the process is supposed to function pursuant to law, before the product is approved by the board, it goes through a thorough review process by the experts within the government agencies within the respective field. Once that input is in and reviewed and their concerns are addressed within the plan or if it cannot be addressed where will it be addressed at, because it could be addressed in the Zoning Law a document other than the Master Plan. Before the board approves it or gives it out to the public, because really the document is not a public document, it is still considered a work in progress and so unless the board approves it, its not a public document, and if you give to the senators now, they may have questions that an expert in the field may have already commented on or addressed and the master plan may change in terms of what was in the policy or what was in there to address the issue or what the agency commented on. So, we can go before the senators and ask for their input but what is the final product because the senators and governor have to review the final product not the work in progress. We can provide a copy its on hagåtñamasterplan.com. Chair-I am not familiar with government process, but my thoughts are is our role is first to deliver the plan first to the Maga'Håga she will approve it then to the legislature for approval, and that's when it is final, since those are the 2 authorities who are approving it, my thoughts are before we give it to them lets make sure it s a slam dunk, so when we get to that point, you know what I mean. Yes, we have the agency feedback but its good to get the people who are actually going to approve it to look it over and tell us if there is some game or showstopper in there so we won't be wasting our time. Nick-that's the general idea so when it goes to the governor, the legislature will have already looked at it and legislators are also on board, so its more of a formal process so we don't get a showstopper like you said earlier. Chair-That's my thoughts why we need to get feedback before we finalize it. Lasia-I am going to bring all of issues, questions and concerns before the board for discussion. Next I would like to start reaching out to the Chambers and different stakeholder organizations to also give the presentation on the master plan, there are a lot of questions out there, I get calls all the time, and wants to make sure the right information, not necessarily the document, but hey this

is where we are at, this is the status of the board, this is the document were working on , people have questions about the projects were working on and what's real what's not, so its just an educational campaign, so with the Chamber you have to schedule 3-4 months in advance because every month they have a presentation so if that's ok with the board, I'd like go ahead and start doing that? Senator Marsh-That sounds like it would be a vastly different presentation than the one that's been given thus far, because the one given thus far, is kind of an overview, so if you're talking about where you guys are at and all the things that you listed, prices wise, what you outline sounds very good, it would be a vastly different presentation than the one that's been given thus far? Lasia-Not Really, its the same powerpoint presentation that we gave at our informational hearing back in March, same one that we gave to the Rotary club. We've tweaked a few slides here and there but its the same, but we don't think that has gotten out there enough, there is still old information out there and I still get questions from people at the chamber, so its basically the same 50 slides. Chair-Is everyone ok with it? All responded yes. Nick-Yeah, I haven't seen the presentation. Chair-Its the slides we saw very first at ITC and I suggest 50 slides is too much and it should be edited to 10-15 minute presentation. Joe- During the education program the slides will be shown to the board members and its just an informational briefing to the public. Chair-I'm concerned that once the information is put out there, especially the business community, we need to be ready for feedback, and the time for community feedback is done and we need to be clear about that and not cause confusion. Joe-Matrix Design group already got their initial input and did the community charettes and did initial briefing and presentation to the chamber and rotary. Chair-Make sure that slides be included to show what processes have already been done so far and what processes are yet to come so they understand that we are not asking for feedback at this time but this is where we are in the process. Nick requested copies of the slides. Lasia-I plans to reach out to the Chamber, Women's Chambers, Rotary Club etc... Chair-Please inform the board so they can be there to support. Greg- My concern was that the board will never get in motion because they're waiting for everybody to provide comments and that could take until next year. Here's a request for consideration, brief the new board members of what effort has been put into the master plan and get it approved subject to updates, laws that may have change and updates from different agencies and then we can have board approval. The present master plan still in a tentative stage is getting stuck. If we're going to all the agencies for feedback. Chair-That feedback has been done and 4 agencies responded and now the only party that will be solicited are the senators. Greg-Can we approve the master plan subject to updates, reviews, input and amendments and then move forward? Nick-I don't think its a good idea because of so many gaps since the board hasn't met in a year, agencies may have changed their minds, until they know what those changes are, if they are small changes he agrees, but if it's a major change that requires Matrix update and modify the master plan then they have to go through contracting process and give a change order, so that when they send it to the Governor its an incomplete document, and not a document that 3 months from now, yes we approved it tentatively, however, those big changes cost us half a million dollars, and that would be bad for the board and the agency. Chair-Is your concern that you don't think we should be doing PR until the plan is approved? Greg-We're going to go through the PR effort and people are gonna ask if the the plan has board approval yet? Our answer is going to be no. So if we go through that next step approve it as is, as completed, then we don't have to worry

about the 95%. Joe-The plan is 100% complete and there were inputs and those inputs were addressed by agencies and now we are going back to get further input and see if any agencies response have changed. Remember what we're doing in the master plan you're building a city and what is the policy that you need to give you the guidance and the vision to build that city? It's not that different from building a city someplace else. The policies are all similar and now we have to take that and make it uniquely Guam. Chair-The issue is right now where we are at, we have the agencies feedback, its not going to be resolved quickly. I think to have the plan approved by the end of the year is a pretty ambitious goal, that 4 months or 4 board meetings from now. I think its gonna take us at least until the end of the year to even come close to approving something, resolving the feedback from the agencies, potentially from the senators, and having something that is ready to submit to the Governor, I think that would be ambitious. In the meantime, we do have questions from the community, we're not going to be handing them the plan itself, its just more an overview, to say here is what we've done, we have a board in place, here's the concept, here's where we are at in the approval process, just something to educate the community to let them know that we're moving on it and its not something that's been shelved, I think that would be beneficial. Patty-Maybe we're talking two different things here. Greg-We did those charettes, we did it in the museum, in the past office, in the Terlaje building and there were 3 opportunities and there was public attendance and public input. Chair-We're not looking for public input, this is just education, like, this is what we're doing. Carlos-To get other agencies and other community groups engaged, in the overall idea of Hagåtña restoration, I see the convening of the presentation, I understand the concerns, since the plan has been previous comments have been gathered and new comments on the way, a presentation that shows the restoration is moving I think to be convenient and I like the idea. Not approving it before major concerns from any of the agencies have been addressed, the second time they have been addressed. Chair-The second set of concerns has not yet been addressed, and that is what we have to address by the end of the year. Carlos-We have to expect those, and this seems to be the right time to mention to the community that these comments are being addressed and the engagement of the other relative agencies are being incorporated into the master plan that is a positive message to deliver. Chair-If there is no major concerns then we will move forward with the PR and the PowerPoint presentation from Lasia.

VI. **Old Business**

1. Regular Meeting Standardization - Chair-I propose the first week of the month towards the end of the week. Nick-That works better because the end of the month there is holiday and Christmas. Nick made the motion for the monthly meetings for this calendar year to be on the first Thursday of each month at 5:00pm at the HRRA office in the ITC building. Vice Chair seconded the motion and all voted in favor for the next meetings to be on October 3, November 7 and December 5.
2. Robert Rules of Order - Lasia-Legal counsel said the board can be casual or follow the rules. Nick made the motion that the committee follow Roberts Rules of Order and parliamentary procedure. Jake seconded and all voted in favor.
3. Hagatna River Flood Risk Management Update - Lasia-The memo dated April 24, 2019 refers to an open contract with Matrix and last payment was made in April 2019. The remaining part of their contract is Phase 7: the Hagåtña River Flood Feasibility Evaluation. Which is when the study is done, they will go over it and

make sure that it is done properly. They have completed 30% of the contract and we have paid for that. The remaining part of the bill is about $50,000. This is just a vote to extend the contract until that portion of the contract comes up but it can't be done until the River Feasibility is done. Chair-Is this an extension for years? Lasia-It can be extended for 3 months or 6 months or until whenever the study is done or at least a couple of months until we get more information. Joe-I would like to give background on what's happening, part of the contract between Matrix, GEDA and HRRA is to evaluate what is needed to update the flood study that was already done back in 1985 and where does the board need to go to because you cant develop the city of Hagåtña without channeling the river, you can but its gonna be more expensive. One of the things that the chairman at the time asked is how long is it going take for the Army Corps of Engineers to do the study and normally under the Water Resources development act it takes 3 years for a feasibility study to be updated. The ACOE, Milton Yashamoto said I think we can abbreviate to maybe 2 years to 18 months and it's from the time that you give them the money. The total cost is going to be 3 million dollars to update the study according to the last report that was provided and the government of Guam has to provide 50% of that. Senator Marsh-I thought the last communication from the governor was that she met with them in Hawaii and they were at no cost going to do an update. Lasia-There is a matching that the government has to meet. Joe-Gov Guam still has to pay over a million dollars. The reason Matrix didn't complete phase 7 of the evaluation is because is it more inexpensive to go with a private contractor to update the feasibility study or is to with ACOE? You're looking at time and cost. Matrix came back in their memo and said they could complete it within 7 months. Senator Marsh-I have a letter from the Governor that said it is her understanding that the conduct of the study that they are now talking about is which is just updating the previous study does not require a local cost share and I believe there is an affirmation back from them so is there something that has changed? Lasia-I am not familiar with the letter may I see it? This letter is regarding the Flood Insurance Rate Map (FIRM Map) which is completely different I have a copy of the letter. Joseph-Don't confuse the ACOE with FEMA. FEMA deals with the national flood insurance program they're the one that says this is what you have to build, ACOE deals with addressing flood measures, how do you mitigate against that? It has to be navigable waters. Lasia-We're getting of topic can we please get back? Senator Marsh-I would like further clarification from Roland about whether Edwin Reyes said the update of the FIRM map meet the needs of what is needed for the plan? Roland-I recall that my last conversation with Edwin Reyes from BSP, Edwin said that the ACOE was going to conduct at no cost a study, the data from that will relate to the rechannelization and redesign of the river. Lasia-I did meet with Edwin on August 28 at the Silver Jackets meeting and we did discuss this and the subject he speaking about is FEMA and reevaluating and creating the FIRM maps. I asked him if Hagåtña was going to be included in that study and he reaffirmed yes to update the FIRM maps not the River Feasibility Study. Chair-Can we take a step back. So, the unfinished scope that we have already contracted Matrix to do is not the River Feasibility Study itself? Lasia-Correct. Chair-So there is the RFS that's one piece and so this piece is what? Lasia-Matrix is contracted by the government, they represent the government to make sure that anyone we contract does their work and is complete, so that's what this is about whether its the ACOE or another contractor, Matrix will evaluate and make sure they've done their work. And that's all we're asking for is an extension of that. Chair-So there are two pieces that need to be done, the RFS and this second

audit to make sure that study is complete, so what's on the table now for the no-cost extension, is to just give a time extension because the RFS is not done and its not and far as we know, its going to get done until the end of next year, potentially, if we go with the ACOE, so Matrix can't do their piece until the ACOE finishes their piece, so at this point were not really debating who we're choosing, were just doing a time extension for the contract for the piece we've already paid for. Joe-Madame Chair, may I clarify that? The evaluation just says where are you at at this time? It's not saying or taking a new study and incorporating it. It's evaluating what needs to be done in order to move forward and part of that is making sure that the study is updated. They're doing an audit of where we are at now. Chair-Wouldn't having the RFS done be a pre-requisite of them finishing? Joe-No. They're not being paid to do the study, they're being paid to bring to the board where we are at in terms of channeling the river and part of that is updating the RFS. It's a requirement of the ACOE to update the study. Chair-So can Matrix do this piece of the scope without the RFS? Lasia-Let me clarify that. Senator Marsh-I think that's very good, because I think the Executive Director stated it, because I was at those meetings when Matrix themselves explained it and it pretty much falls in line what the Executive Director was saying, yes so I think that's a very good move. Chair-So just to clarify if there are any dependencies between the 2 peices? Lasia-Yes, and I heard it from Celeste herself and you were there. She said we can't do this until the work of the ACOE. Senator Marsh-She said it was specifically reviewing the RFS and recommending which of the options they provide would be the most beneficial for the government. Joe-I'm the one that wrote the scope of work. We're the one that contracted out Matrix. Lasia-We're going to clarify this with Matrix. Nick-The scope of the work the way it reads from a technical standpoint, it says, they will review whatever the ACOE comes back with, that's what the scope of work says. Its a matter of giving them the opportunityy, if you're going to pay them $50K you're not going to say everything is ok as it is. You're going to pay them that money to do some work that the ACOE has done and everything is in accordance with the HMP and that's what I read in the scope. So essentially, they cannot complete that study unless either they do the study and then they complete the study if we pay for them for that, or the ACOE does the study and they review and approve it, is that correct? Lasia-Thats my understanding. Chair-So lets get that clarified before we move on it. Lasia-Do you want to table that? Chair-Yes, let's table that until we figure out what are the prerequisites. What are we really talking about. Nick-May I make a request? Make a little note or summary of this in writing where we are and what the scope is and what they will do, so that we are all on the same page, because we've talked about this several times, several meetings, and I think I don't know that everybody understands what their work is and what who's work is and how it's going to facilitate. Chair-I think that'll be good because I'm not too comfortable with this because Im not a scientist, you know what I mean, so I think it would good for us to really understand what is required here. Lasia-Do you want to make a motion to table this? Greg-No, we don't need a motion for this.

4. FY 2019 Budget - Lasia-We had discussed this at the last meeting because we thought we were getting some money from DRT. But because that didn't happen and we're so close to October 1st, we're just going to move forward with the 2020 budget. Senator Marsh-With the DRT, because I really want you guys to get that money, it may not be able to do it by the end of this fiscal year, but will they be working towards getting you that money to you. Lasia-Yes, to my understanding, it doesn't go away, it doesn't lapse. Senator Marsh-Yes, we want to make sure you

guys get that. Lasia-So if we can just move on to the 2020 Budget, the law was passed on Monday.

5. FY 2020 Budget - Lasia-On the first page is the Hagåtña Restoration & Redevelopment Authority (HRRA) appropriation in the sum of $274,732 appropriated from the Tourist Attraction Fund. Senator Marsh-I can explain, I had the opportunity to meet with the board chair, congratulations by the way, and so we had several meetings with the office of the finance and budget to advocate for what we could and what they were saying overall the budget, I had mentioned earlier, is 50 million dollars less than what we had 2 years ago, so it was a hard budget for everybody, DOE would like more money, the Justice branch could really use more money, and so their point of view its 2 fold, one understanding with where were at for this year, knowing that the governor is having that portion of the riverwalk be done so that was going to be going on without the need for money because that part is low cost. But then also, the finance budget branch's position was with such a shortfall and cuts for everybody, essentially , they were looking at anything that could be covered by a grant, so that if after you guys finish this work, and if indeed the feedback or position is that you still need to do that study, we will be into the next fiscal budget year, but it also gives you time to be looking for a grant, because their analysis was this is absolutely something that can be done by a grant, the governor has been very successful at getting technical assistance grants and so when they have to cut somewhere, they re just looking for those that quality for grants and those that don't. And so with that one, there's already work going on for 2020 and it's something that can be handled by a grant, that was their position. And so with that being their position, I worked really hard to give you guys more to make sure you had an additional position that you can have funded and additional moneys for all the operations and office equipment. So that's basically how the negotiation went. We hope that you make good progress, it sounds like by getting a senior citizen to come in but that you'll also have budget to bring in what's next on your priority list be it a programs coordinator, or administrative assistant that's full time to really help with the day-to-day of the office. Chair-Lasia, do you want to take us through the shortfall and what the plan is? Lasia-On the back of the page, I summarized what our request was for the FY2020 budget on the left side, contractual, office supplies and materials, equipment, miscellaneous, office space rental, staffing. With the staffing we were hoping to bring on 2 additional staff at least totaling $299,587. At the top of the right column is the budget law that was passed, so the difference between what we requested and what we got, there was a shortfall of $611,216. Senator Marsh-$500,000 of that being that contractual. Lasia-Yes, I actually addressed that. What I did, I just took the office operations itself, and took out the contractual, almost half a million dollars, so o just for the office operations came up to $356,27.87. Just the basics we need so the shortfall there is about $81,000. This budget law that was passed doesn't take into consideration, the money that we're supposed to get from the real estate taxes. Last year, there was a number thrown out that was about $180,000 that we're supposed to get from that. It could be between $100-$180,000. So if we get that plus the real estate taxes from next year, then we're still ahead. Chair-So this difference of $81K, if we take the contractuals out of the picture and were looking at the just difference of $81K, really that difference you can think of it as its in the staffing, its the staffing that we didn't totally get what we asked for, is that fair to say? Lasia-Yes. Chair-So then, what you're saying when DRT comes through with those moneys, that we could potentially cover this need to bring on additional staff? Lasia-We also now that we

have the SCSEP program we have additional staff that's already federally paid, so we have this new administrative assistant trainee that we don't have to pay. That's how we're going to try and make up with the shortfall. It's lean, but we can work with this budget, we'll be able to get equipment, bring on one staff and then working with federal grants possibly bring on 2 more staff. Nick-Are you saying that based upon the fact that you have additional sources of staffing, that you may not need the staff outlined in the budget? Chair-We do need them but we won't need to pay for them. Nick-You need the staff but not necessarily the budget because it's being paid by other sources? Lasia-Correct. Chair-The $450K and contractual stuff, that would be absorbed by? Lasia-Those are things, as the senator said, were going to try and get grants, for instance the RFS DPW is the lead proponent on that I'll be getting with Director Arriola and discuss how that's getting paid for. I think we're good. Senator Marsh-And it's really good to hear about that additional moneys and that will help that difference. OSB was really strict on not funding any vacancies so that any vacancy we were proposing to be now filling came with a lot of negotiations, were glad that at least one is secured and that, you've leveraged other options, and that you'll able to hopefully with this money coming in from DRT to be able to get you going on. Nick-One incidental question associated with this since we are talking about deferring some of the activities until RFS us complete which is 2020, what do you anticipate the additional position for Program Coordinator for, what do you anticipate that position to do? Lasia-That is correct, I've already spoken with and every 2 weeks we have a meeting with the different land and housing agencies and they've offered their technical advisors to come and help us if we fall short with that and we've also spoken with them about maybe going outside and hiring a private firm just to work on particular projects to also save money. Chair-So we don't need them at this point? Lasia-Yes, we don't need them. Nick-That was the point I was starting to get, maybe there is some savings there, if the project is delayed before the full implementation, we can apply for the full staffing in the next year or so. Senator Marsh-We are looking for a steadily improved fiscal climate there is increased possibly for that. Lasia-For the record, Mayor John Cruz has joined us. Welcome.

VII. **New Business** -

1. Appointment of HRRA Secretary - Chair-We need to appoint a secretary and a treasurer. I'm going to need 2 volunteers to fill these positions. To my understanding, its' not going to require a lot of work from this 2 people. The secretary, the minutes are all going to be handled by the agency, the financial points all by the agency, so really what is required for the secretary is when the minutes are done, they're going to review it and present it to the board for approval. Lasia-Once the board approves of the minutes the secretary signs off on them. Joe-The secretary is the one that reports out the minutes. The staff is the one that transcribes the minutes and provides it to the secretary. The treasurer reports out where the board is at towards the budget and what needs to be expended and where other funding may come from. Chair-So all the heavy lifting is done by the agency. Joe-Correct. Chair-These 2 roles are going to take either the minutes or financial reports and when it comes time for the board meeting they will be the one to present it. It's just a matter of review. Its not going to require anyone to do any hard work. Lasia-We're not going to meet with you extensively. We'll send it out a few days before and you'll present it to the board. And that's what it is. Chair-Can I get some volunteers? Not all at once now? Jake-I volunteer for secretary. Nick-I

second the motion. Chair-All in favor? All voted in favor of Commissioner Jake Calvo as Secretary.

2. Appointment of HRRA Treasurer - Chair-Treasurer? Nick-I propose Carlos as treasurer. Chair-Second? Vice-I second. Chair-All in favor? All voted in favor of Commissioner Carlos Madrid as Treasurer. Chair-Thank you! Much appreciated!

3. Agency Comments on Hagåtña Master Plan - Chair-Just heads up we're not going to go through these line-by-line that would take us all day. Lasia-I just wanted to present them today so you have the month to look over them and Joe could also explain the process that we do with it. But before we go into that, I forgot one more thing under my Executive Director Report. It's a 2 pager, its the HRRA Board of Commissioner Meetings Log. We finally got the staff and we are finally starting to get organized with the office. What I've created is a log, and I was going to present this to you as soon as we're finished. If you look through it it has the date of all the meetings going back to 2015, regular meeting, whether there is quorum, whether we made soft copies, what the agendas were, sign in sheet, whether we have minutes, recordings, attachments, whether public notices were made, so that we have a standard operating procedure so we can reference it moving forward. Were still looking for it, now that we have one more staff, we've found papers in files that had nothing to do with HRRA and we have many, many more recordings to go to but my mission is as soon as possible, is to have this up to date so we have a timeline, we know where the decisions have been made and who's been involved and we can easily reference this. Nick-On that question, did you ever find the log or the minutes that we gave to OPA last year the final minutes from the final board last year? Joe-No, I'm looking for it. There is 155 recordings, so I'm going through each of those recordings and listening to see if where's the board minutes at. Nick-So is the OPA still of the opinion that they didn't get it? Last we heard they hadn't gotten it. Lasia-Correct. They have not gotten anything from 2018-2015. If they got it then I put an X. Nick-Ok. Lasia-We are still looking. That's where we're at. Senator Marsh-The positive direction forward, is the last 3 meetings, the audio recordings have been submitted. Nick-We're doing what we're supposed to do so that's good. Lasia-I've included copies of the most recent comments that we've gotten. I believe we had copies at the last meetings. We've gotten another one from DOA last night. So the process for this and Joe can chime in here. Joe-When we receive the comments we review it to see where does it tie in to the HMP and then upon its review we turn around and need to agency to either explain the policy or whatever is written, whatever concerns they have is already in the HMP itself, that was the same thing with BSP had a lot of concerns about the HMP. We went over it and a lot of the things they had concerns with were already included in the plan and we showed them where it was included in the master plan and they were satisfied and they came back with a reply that they accept the changes and the things that were included. What we're doing is we'll go back to each of their response if it matches the master plan. Sometimes their comments are comments that are not even in the plan. For example, they talk about projects, the HMP doesn't talk about projects it talks about policy. We have to go back and say no you need to focus on the plan itself. The Master Plan and documents dealing with it. Thats what we'll do and get back with them, then it will be incorporated in, we annotate it as part of the changes that were made are included and inform the board about the changes associated with that. Nick-So are these the only comments we received from GWA, GEDA and DRT? Lasia- LT gave a deadline of July 15. Chair-Just 4 agencies. Looks like GWA, DRT, GEDA and DOAg. Nick-Thats separate. Lasia-Yes, that just came in last night

so I added it. Nick-As a result of these comments received, are we going to try and see if these comments need to be incorporated in the HMP, and if so, are we going to issue a change order to Matrix to incorporate those comments. Maria-I think we should try to tackle that at our next board meeting. Nick-That's fine. Chair-So that's homework for everyone. Read the comments and we will be discussing that in detail. We'll dedicate the majority of our next board meeting to talk about this specific topic. Nick-And at that time I suggest we also consider the timeline for how long we want to extend Matrix contract to end of 2020, 3 months or 15 months. Whatever time we extend it we should look at that and discuss that and come up with a board decision. Chair-That would require for us to get clarification on that issue. Lasia-Correct. Someone-Is there a particular timeline you wanted the agencies to respond? Lasia-We can incorporate the comments, within the week would be great. Chair-Technically the deadline passed but if you're able to provide something before our next board meeting we can consider it. Lasia-I'll send you the documents. Senator Marsh-I think there was an extension but I don't know maybe you do? Lasia-I didn't receive any notice of an extension but I'm still accepting it and I made an announcement to the cabinet on Wednesday. Chair-Are there any agencies who absolutely should respond but did not? But they had the opportunity? Lasia-They had 2 years. Nick-Theres no showstopper agencies right now. Lasia-Commissioner Madrid came a week ago and wanted to talk and look through them, its all policy, it's not gloom and doom, the document itself is meant to be dynamic and incorporate the comments, we want to engage and look to their agencies for their expertise and try to incorporate as much as possible. Nick-This is the 2nd time that its mentioned that its policy. I would suggest that the board don't consider this as policy. A master plan is a master plan, if you start talking about as policy people will think of it as really general. Lasia-We have to follow what the law says. Nick-The law says this is policy? Lasia-The law that created the authority. Nick-The master plan that was established by the contract with Matrix is the master plan for the entire program HRRA and the policy was laid out in the bit this is what we shall do. In order to contract the contract became an issuing document, and the contractor spent several years developing a master plan, so I think we should refrain from referring to the master plan as a policy document. It is in fact, lots of projects in there, lots of dollars in there, in the master plan. Lasia-There are actually no projects in the master plan document. Nick-There are a lot of references to what we need to do. Scopes of work, there's budgets, there's timelines. Thats a project. When you establish a scope of work. When you say this is what must be done. When you say this is how much it's going to cost, when you say this is how long it's going to take. That becomes a project. In the program. So the master plan is a programatic document. I would suggest that we consider, we continue to refer to it as a programmatic document which is the master plan and based upon policy that was established before based upon policy that was in the law, the law established what we should do and that's the policy. The master plan, for purposes of discussion here at the board, refer to it as a program document. Maria-So all the projects, there's a list of 30-some projects is that technically part of the plan? Joe-That is not part of the plan. Chair-Is it a separate document? What is it called? Joe-It's a separate document from the plan. It's called the Project Sheets. Those projects are recommendations from Matrix to that if you want to stimulate Hagåtña, these are some of the projects and the estimated costs it would take to do them and its purpose. It's not part of the master plan. There's only 3 documents that need to be submitted to the Legislature and the Governor. The first is the Master Plan itself,

the Design Guidelines, and the Map Atlas which is the existing conditions. Maria-The list of projects is more like recommendations? Lasia-They are recommendations. We can't put that in the master plan itself, because every administration is going to have a different priority for what those plans are. If we put them in the master plan we're going to have to go to the legislature every year to change it. Thats why it's a separate document. Different projects are going to move up and down. This governor her priority is the recentralization of the government, she has moved those projects up. We're going to have to go through a different process for each project 1. Community engagement. 2. Hiring architects. 3. Finding the funding and going to legislature. Thats why that's a separate documents than the policy itself. Nick-I agree with you, I don't have no dispute with that at all. I don't have a disagreement. However, the master plan incorporates certain scopes of work which are outlined in that project listing. You can't have a master plan saying forget about these projects, we'll just do something with HRRA. It incorporates, that part of the master plan., even though it may not be technically listed as an attachment t to the masterplan. Its part of what the Governor is approving and what part of what the legislature is gonna look at these are the projects these guys wanna do for the next 10-20 years. Whether they do that or not is a different thing, because the dynamics, the projects will change, circumstances may change, conditions may change, but at the current time it is part of the master plan. Lasia-The Projects will not be submitted to the Legislature. They would have to approve all the projects on there and the funding and how much each is gonna cost. I don't think that's something that the legislature can do. It's not something that the legislature will do. They're going to have to go through 31 projects and say that one says that's why it's only a recommendation sheet. Nick-How will the legislature know what they're signing up to what's the government signing up to for the next 10-20 years? Lasia-They're signing up to policies, guidance. Every project has to promote and preserve the history that's part of the law, every project has to reference CHamoru culture, these are the types of policies. Those types of guidances. Nick-I tend to disagree with you. Program plan. Lasia-Technically, I understand where you're coming from. Nick-If you're going to get the legislature to approve the program, if you're going to give the governor documents this is the program we want you to approve. You've got to give them some meat. Thats the meat. The project listing is the meat of the program. You can't say just I'm going to throw this policy out there for 20 years, and we're going to come back to you later and tell you how money this is gonna cost. We gotta go with something that is tangible and that's how program plans are developed. Thats how master plans are developed. I haven't seen personally from a technical standpoint, I haven't seen a master plan that did not have a listing of what they intended to do in terms of budget, costs and schedules and scopes of work. Which is a master plan which is what had Matrix do. Since we had them do it, my questions is why are we trying to keep it out? Joe-The law says that that's not the requirement. Nick-I'd like to see that law. Lasia-We'll go through that in the next presentation. Nick-Let's take a look at that and see if there is a law that says you will not have project listings in part of a master plan. I haven't seen it that's why I'm debating this issue. As a board we need to understand. Lasia-We're actually going to address that in the next presentation. Joe-Are you aware that these projects get placed under the Capital Improvement Projects (CIP) and the governor then prioritizes it and then you have to go because most of them are eligible for federal grants, you have to through matching you are required to go to the legislature to get some funding for it because they have to

have situational approval. They're included in the process, it's just that the projects may change and get prioritized at a different state. Lasia-Some may never get done. Joe-Its supposed to provide you with the vision, the framework, and the direction of where you want to go. Each project turns around and says does the board want to for instance, the first priority should be what? Building the buildings for the government offices, so then the focus needs to be on where do we get the money to match that and how do we get federal grants to match that so that the government doesn't bear the burden of doing at one time. Lasia-We actually go through the documents that have been passed when building they provide the guidelines for how the structure is built, what's it going to look like, the sight lines. And I understand where you're coming from from an engineering but the way the law was passed. Nick-Lets take a look at the law and we'll go from there. I may change my mind its ok. Greg-Picking up from the discussion here, we need to do is clearly define policy and master plan, I wonder if we can just in one column list down all the taskings and at the top put policy or masterplan and just check off our replies and we can summarize that finalize it and say here is policy here is masterplan. Policy is based on laws, regulations and master plan is based on, my understanding, project concept and time to schedule it step by step what is the process what are the timelines what is the scope of work and you know that master plans are living documents they are subject to review, first they tell us what's current year, current term, mid-term and long-term and I don't know if 5 years is the recommended time to review the master plan and update it and see if its still valid or not and then move around the taskings, what comes first for example, clearing grub comes before pouring the roof, those are the taskings, step by step, lets define and be clear about masterplan versus police because right now were stuck. Joe-We'll explain that in the briefing. Chair-Thats happening today? Lasia-Yes Chair-We made it through our agenda. Our next meeting is Thursday, October 3. Greg-One more suggestion. It's going to be very difficult to take a look at what Matrix has given us in 1 hour and sort it out and add the comments. Nobody likes additional work, but I think we're going to have work within the confines of whatever they give us later on or authorize. Theres a lot of detail here we're not going to be able to get through in one hour . Joe-Thats one of the things we're doing on the Master Plan, Design Guidelines and other products that's a separate workshop. This is a basic educational program what is the laws that impact the board and what's the board responsibility. Greg-Should we meet at a working session before the board meeting. Chair-Lets take a look at that when we're done today to be prepared for our next meeting on October 3 so we can be more productive.

VIII. **Announcements** - No announcements at this time.

IX. **Adjournment** - At 9:28 Chair Maria asked for a motion to adjourn. Vice Chair Patty made the motion to adjourn. Jake seconded the motion. All voted in favor.

Eduardo "Jake" Calvo
Secretary
[Hagatna Restoration and Redevelopment Authority]

Date of Approval

9:15. Comments

Gov. Lourdes A. Leon Guerrero <governor@guam.gov>

GWA's Comments on the Hagatna Masterplan

Ann Borja <annborja@guamwaterworks.org> Wed, Jul 3, 2019 at 12:09 PM
To: governor@guam.gov, tony.babauta@guam.gov, jon.calvo@guam.gov
Cc: Miguel Bordallo <mcbordallo@guamwaterworks.org>, tyrone.taitano@bsp.guam.gov, thomas@guamwaterworks.org

Hafa Adai,

Attached is a letter from GWA General Manager Miguel Bordallo re: GWA's Comments on the Hagatna Masterplan.

GUAM WATERWORKS AUTHORITY

Sincerely,

Ann D. Borja-Gallardes, CPM

Management Analyst IV, Assistant to

Miguel C. Bordallo, P.E., General Manager

Guam Waterworks Authority

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GOVERNOR'S CHAMBER
DATE: 7-3-19
TIME: 2:01 p
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Via Email: Governor Lou LeonGuer

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4. Pg. 6-1. Under "Wastewater Treatment Plant", the second sentence incorrectly states the outfall diameter in "feet" when it should be "inches.

5. Pg. 6-1. Under "Wastewater Treatment Plant", the description about sludge dewatering is incorrect, irrelevant and misleading to this discussion and should be deleted.

6. Pg. 6-1. The text regarding the permit is not accurate. The current text "This permit expired in 1991 and multiple applications for renewal have been denied by the Environmental Protection Agency (EPA) due to discharged wastewater impacts to coastal water quality and the coral reef environment. The most recent NPDES re-application for the plant was submitted in 2013." Should be replaced with "The plant currently operates under an NPDES Permit issued in 2013 which is up for renewal in 2018" or similar.

7. Pg. 6-3. Policy I-1.1 is a policy statement made for GWA which seems outside the authority of the HRRA regarding utility operations. Such policy is the sole responsibility of the Consolidated Commission on Utilities. This at least should be worded as a "recommendation" not as a "shall implement".

8. Pg. 6-4. Policies I-4.1 to 6 and I-5.1 to 6 imply that Hagåtña will provide its own water system or control the water and sewer systems and apply connection fees, etc. The Guam Waterworks Authority is the government entity responsible for the provision of municipal water and wastewater services on Guam, and its policies are set by the Consolidated Commission on Utilities. Hagåtña's municipal structure does not provide for the ownership, operation or maintenance of water or wastewater infrastructure, and therefore the policies should be deleted or revised to reflect a realistic and coordinated approach between "the City" and the utility to achieve the goals such policies are intended to accomplish.

9. Pg. 6-6. The third paragraph "Water" is correct in that the Agana Heights tank is 0.5 MG, but the statement about reducing the storage capacity for Hagåtña is incorrect as water is supplied from other tanks as well where the capacity is being increased.

10. Pg. 6-6 Wastewater. The information used for the section is dated and could be updated.

11. Pg. 7-2 The paragraph under "Threats to Coral Reef and Seashore Reserve" states that "The coral reef and seashore reserve located by the along the bay have been experiencing threats due to shoreline erosion and sewage outfall." The new sewer outfall for the Hagåtña WWTP installed in 2012 extends 300 feet deeper and 300 feet past the reef in the Hagåtña Bay and GWA believes the impact to coral reefs have been reduced. The location of the outfall was selected to avoid coral habitat. A more accurate description of the reduced impact on coral reefs should be corrected.

12. Pg. 7-3. Under Goal S-3 and S-4, These policies stated seem to reach beyond the Hagåtña area and make policy decisions that are the sole responsibility of the Consolidated Commission on Utilities.

13. Pg. 7-4 Policy S-5.9. This should be GPA, not GWA.

14. Pg. 7-5. The first paragraph under "Water Conservation and Quality" is incorrect and seems to reverse the roles of GEPA and GWA. GWA is not responsible for "overarching environmental maintenance, such as water quality" although it is

Governor of Guam
I Maga'Haga Guahan

JOSHUA F. TENORIO
Lt. Governor of Guam
I Segunda Na Maga'lahen Guahan

GUAM ECONOMIC DEVELOPMENT AUTHORITY
America in Asia
Aturidåd Inadilånton Ihunumihan Guahan

MELANIE MENDIOLA
Chief Executive Officer/Administrator

ARTEMIO "RICKY" HERNANDEZ
Deputy Administrator

MEMORANDUM



Date: July 15, 2019

To: Lieutenant Governor Joshua F. Tenorio

From: Acting CEO/Administrator

Subject: Comments on Draft Hagatna Master Plan

Hafa Adai!

As requested by your letter dated June, 11, 2019, attached are GEDA comments on the draft master plan. *Si Yu'os Ma'ase* for the opportunity to provide comments.

ED CAMACHO

Attachment

Cc: Director, Hagatna Restoration and Redevelopment Authority
Director, Bureau of Plans and Statistics

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Comments on Hagatna Master Plan

- A significant, precedent-setting recommendation under Chapter 8 Governance, is the creation of a separate unit of government called the "City of Hagatna" with a City Council and a staff to manage the operations of the City. The plan does not assess alternatives to this recommendation and we wonder if this is something that is timely given that Guam consists of one level of government. Is Guam going to have city/county level government units like stateside and is this a governance approach desired by the people and legislature?
- Page 1.2 indicates that HRRA and GEDA are responsible for plan implementation. Has this recommendation been vetted with GEDA management?
- Policy LU 1-4 doesn't make sense the way it is written and Policy LU2.8 is identical to 1-4.
- Policy LU6.2 was probably intended to say "public" not "pubic"
- Policy LU 6.3 is unclear – does it intend to say that the City should emphasize infill development rather than rural development?
- Policy LU 6.6 – not familiar with the term "dark sky"
- Policy LU 6.7 – what about others?
- Policy LU 6.8 – pervious surfaces do not limit water use. They only allow storm water percolation
- Policy LU 8.2 – What does "mixed use nodes ad corridors" mean? Is this typo?
- Policy LU 10.1 – Housing projects allow?
- Page 4.2 – City Center District – decision regarding GPD needs updating as GPD is relocating to Sinajana
- Page 4.2 says no fire station but there is no recommendation. Does Agana need a fire station and if so, will Agana need a police station once GPD moves out?
- Policy PB 1.2 – laudable but unrealistic as public buildings will be located in areas where GovGuam owns the land
- Policy PB 1.3 – what does "single use nodes" mean?
- Policy PB 2.6 – shouldn't the transit system link to public buildings and not public buildings link to the transit system?
- Chapter 6 Infrastructure
    - Policies call for the city to do many things with regard to infrastructure such as charge exaction fees but earlier policies encourage partnerships with utility agencies as they already provide service to Hagatna. It is unclear if utility agency can impose different charges for different villages.
    - 6.3 Water says Agana Heights water tank capacity will reduce from 1M gallons to 0.5M gallons if GWA implements its plans. However, no recommendation/policy is provided on whether water storage reduction is good for Hagatna

Dipåttamenton Kontribusion yan Adu'ånå
DEPARTMENT OF
REVENUE AND TAXATION
GOVERNMENT OF GUAM Gubetnamenton Guåhan

LOURDES A LEON GUERRERO, Governor Maga'haga
JOSHUA F TENORIO, Lt. Governor Tiñente Gubetnadot

DAFNE MANSAPIT-SHIMIZU, Director
Direktot
MICHELE B SANTOS, Deputy Director
Sigundo Direktot

July 15, 2019

Ms. Lasia Casil
Executive Director
Hagatna Restoration and Redevelopment Authority
P. O. Box 2950
Hagatna, Guam 96910

Hafa Adai Ms. Casil,

Thank you for the invitation and opportunity to comment on the Hagatna Master Plan.

The public buildings planning framework proposes to physically remove and relocate the Director's Office from the Department of Revenue and Taxation's current facility in to the Hagatna City Center District. It is premised upon the shortage of land and building capacity in Hagatna given that the Department requires about 52,700 square feet (s.f.) feet to keep it under one roof. There is only enough office space to house the Director's Office. Based upon our current operational footprint, the Director's Office needs a minimum of 3,750 s.f. to house administrators, support staff and amenities. That is more than the 2,431 s.f. identified in the Master Plan.

The Department supports the overall objective to centralize the location of primary government agencies. However, as dynamic and responsive management is to its core mission to serve all its citizenry it is of paramount importance that the Department's management and operational staff are centralized and integrated within a single facility.

Senseramente,

Michele B. Santos
Acting Director

Cc: Director, Bureau of Statistics and Plans

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HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Commissioner Gregory D. Perez
Commissioner Mayor John Cruz
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

April 17, 2019

MEMORANDUM

TO: Ms. Melanie Mendiola, Administrator, Guam Economic Development Authority, Government of Guam

SUBJECT: Approval of Matrix Design, Inc., Invoice Number 25064

Request that Matrix Design Group, Inc., Invoice Number 25064 attached be paid out in the amount of $196,297.20.

Should you have any concerns of comments please feel free to contact me directly at lasia.casil@hrra.guam.gov or 688-1139.

Put Respetu,

Lasia Casil

LASIA CASIL
Executive Director
Hagåtña Restoration and Redevelopment Authority

Physical Address -Suite 300, 3RD Floor, Angela Flores Building 243 Martyr Street, City of Hagåtña Guam 96910
Mailing Address - P.O. Box 2950 Hagåtña Guam 96932
Telephone - 671.475-4281

Matrix DESIGN GROUP
2435 Research Parkway
Suite 300
Colorado Springs, CO 80920

DATE February 13, 2019
INVOICE NUMBER 25064
PROJECT NAME Task Order 001 Hagatna Master Plan
PROJECT MANAGER Celeste Werner
PROJECT NUMBER 14.761.001.000
JOB TYPE Lump Sum
DOLLAR LIMIT $997,572.00
REFERENCE #

Guam Economic Development Authority
590 S. Marine Corps Dr
Suite 511, ITC Bldg
Tamuning, GU 96931

DESCRIPTION	Contract Amount	% Complete	Previously Billed	TOTAL THIS INVOICE
Phase 1 Update Phase 1 Research Report	147,064.00	100%	147,064.00	0.00
Phase 2 Update Alternative Plans	108,844.00	100%	108,844.00	0.00
Phase 3 Update Land Use Plan	87,867.00	100%	87,867.00	0.00
Phase 4 Establish Zoning Codes	86,567.00	100%	77,910.30	8,656.70
Phase 5 Establish Design Guidelines	85,617.00	100%	85,617.00	0.00
Phase 6 Develop Implementation Plan	140,906.00	100%	35,226.50	105,679.50
Phase 7 Hagatna River Flood Feasibility Evaluation	73,107.00	30%	21,932.10	0.00
Phase 8 Addition Sustainment & Operations Approach	75,820.00	100%	37,910.00	37,910.00
Project Management / Printing / Misc Materials	38,940.00	100%	33,099.00	5,841.00
Amend 2 Additional Engagement Activities	152,840.00	100%	114,630.00	38,210.00
TOTALS	**$997,572.00**	**95%**	**$750,099.90**	**$196,297.20**
			Total this Invoice	**$196,297.20**

OUTSTANDING INVOICES

	Invoice Number	Amount
31-60 Days		
61-90 Days		
90+ Days		

If you have recently sent payment, please disregard this notice. Thank you.

Remit to: Matrix Design Group, Inc. 2435 Research Parkway, Ste 300, Colorado Springs, CO 80920
Phone: 719.575.0100 Fax: 719.575.0208

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Commissioner Gregory D. Perez
Commissioner Mayor John Cruz
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

April 24, 2019

MEMORANDUM

TO: Ms. Melanie Mendiola, Administrator, Guam Economic Development Authority

SUBJECT: Extension of Hagåtña Master Plan Contract under HRRA Resolution 2015-03

Hafa Adai Administrator,

As Executive Director of the Hagåtña Restoration and Redevelopment Authority (HRRA), a no cost time extension is granted (pending ratification by the Board of Commissioners) to the Hagåtña Master Plan GEDA-Matrix Design Group, Inc. Contract until the HRRA Board of Commissioners can meet in May 2019 in accordance with the Open Government Law to ratify this no-cost extension pursuant to the authority granted under Sections 79301(d) (Governor Appointment of Chair and Vice) and 79303(c) (Contracting) Chapter 79 (Restoration of Hagåtña), Title 21.

Should you have any questions or concerns, please feel free to contact myself at lasia.casil@hrra.guam.gov or at 688-1139 or HRRA Planning Staff Joseph C. Santos at joseph.santos@hrra.guam.gov or at 788-8808.

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LASIA CASIL
Executive Director
Hagåtña Restoration and Redevelopment Authority

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Mailing Address - P.O. Box 2950 Hagåtña Guam 96932
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HAGÅTÑA
RESTORATION AND
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AUTHORITY

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Matrix DESIGN GROUP
2435 Research Parkway
Suite 300
Colorado Springs, CO 80920

DATE: February 13, 2019
INVOICE NUMBER: 25064
PROJECT NAME: Task Order 004 Hagatna Master Plan
PROJECT MANAGER: Celeste Werner
PROJECT NUMBER: 14 761.001 000
JOB TYPE: Lump Sum
DOLLAR LIMIT: $997 572 00
REFERENCE #

Guam Economic Development Authority
590 S. Marine Corps Dr
Suite 511, ITC Bldg
Tamuning, GU 96931

Clarify with. Summary in writing →

DESCRIPTION	Contract Amount	% Complete	Previously Billed	TOTAL THIS INVOICE
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HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
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HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

Hagatna Restoration and Redevelopment Authority (HRRA)
Regular Board of Commissioners Meeting Minutes
July 25, 2019
GEDA Conference Room, 5th Floor, ITC Bldg., Tamuning, Guam

I. **Call to Order** - Chair Maria Leon Guerrero called the meeting to order at 5:05pm.

II. **Attendance** -

1. Board Members Present - Chair Maria Leon Guerrero (Maria), Vice Chair Patricia Ada (Patty), Commissioner Nick Keswani (Nick), Commissioner Rita Franquez (Rita), Commissioner Eduardo "Jake" Calvo (Jake), Commissioner Greg Perez (Greg), Commissioner Mayor John Cruz (Mayor Cruz)
2. Board Members Absent: Commissioner Carlos Madrid (Carlos)
3. HRRA Staff: Executive Director Lasia Casil (Lasia)
4. Guests: Stacy Salas (HRRA legal counsel), Rikki Orsini (Representing Senator Kelly Marsh office), Chirag Bhojwani (Representing Speaker Tina Muna Barnes office) and Mr. Don Edquilane.

IV. **Approval of Minutes** - As this was the first meeting of the HRRA there were no previous minutes to approve.

V. **Officer's Reports** - As this was the first meeting of the HRRA there were no officers' reports to present.

VI. **Old Business** - As this was the first meeting of the HRRA there was no old business to present.

VII. **New Business** -

1. **Appointment of Chair and Vice Chair** - Moved by Greg and seconded by Jake to confirm Maria Leon Guerrero as Chair and Patrica Ada as Vice Chair.. The motion carried with seven (7) in favor and zero (0) against. Nick brought up that he had not taken an oath of office yet and Chair Leon Guerrero informed the Board that the Oath was not necessary but it is just a formality as was advised to her by Governor's legal counsel.

2. **Executive Director Endorsement** - Maria explained that the law requires that the Board vote whether to hire the Maga'Håga's appointee as Executive Director. Nicki requested that Lasia present to the Board information about her background and her vision for the HRRA. Lasia explained that she began her career in development and commercial real estate in New York in 2002 including her CV and several articles about her in the Board packet for review. She has more than 15 years of working in the real estate field. She explained her reason for wanting to work with the HRRA and how its' mission aligned with her personal goals of preserving, promoting and protecting Guam's culture, history and land. Greg asked Lasia to clarify now that HRRA is no longer under DCA what will be the budget be for staffing and for the projects identified in the Master Plan? She responded that the Maga'Håga has made this a priority; First, by re-establishing the HRRA as an autonomous agency, second, by requesting a budget of $885,948 from the Legislature to fund the office, third, by implementing the law that states the HRRA shall received funds collected from taxes on improvements in real estate in Hagåtña from 1997 to present, of which DRT has identified approximately $190,000 due to HRRA in FY2019. HRRA is working with DRT, DOA and BBMR to transfer that money to the Authority. Lasia has been working with DOL temporary staff to set up the office and researching potential applicants to interview for hire when the new FY20 budget kicks in. Greg stated this is a multi-year, multi-million dollar undertaking and what kind of experience or training does Lasia have in this type of management? Lasia explained that she worked for Newmark Knight Frank starting off as a landlord representative overseeing almost 500,000 sf of property and that she is familiar zoning codes, dealing with community issues regarding development. Furthermore, as a former member of the AmCham in Bangkok, working with foreign companies, she is utilizing this experience and her network to assist GEDA in to reaching out to foreign investors in the tourism, hotel, residential development markets that may also be interested in development in Hagatna. Greg stated that this partially answered his question, he was looking for experience in overseeing projects and supervision in managing construction projects similar to those in the Master Plan. Lasia responded that part of the mission to move the Master Plan forward is to team up and work with the different agencies on the different projects and that the HRRA is only a temporary agency that will evolve into a city council for Hagåtña. She explained that her job is not permanent but to help the HRRA get off its feet and build a foundation for the future city council it will evolve into. He wanted to know what the head count is for staffing and Chair Leon Guerrero explained that this is an item agenda to discuss this later when they review the budget and if there are any other questions regarding Lasia'a credentials. At this time Maria asked that the Board move forward with the confirmation. Moved by Jake and seconded by Rita that Executive Director, Lasia Casil be confirmed by the Board. The motion carried with seven (7) in favor and zero (0) against. At this time Mayor Cruz had to leave for a previous engagement.

3. **2019 Budget Approval** - Lasia informed the Board that the Dept. of Revenue and Taxation identified approximately $190,000 due to the HRRA in accordance with the PL24-110 and requested the Board approve $65,335.00 for the purchase of Contractual, Supplies, Materials, Equipment and a vehicle. This amount was taken straight from the FY2020 Budget Request. Maria asked if this money was going to be expended at the end of 2019. Director Casil explained that this money will go into HRRA coffers and carry over. Maria asked if it is typical for agencies to have a

vehicle and Lasia responded yes. Nick asked for a breakdown and highlight of the items which Lasia provided - the first 8 line items, Office Supplies & Materials, Equipment and Vehicle totaling $65,000. This includes Advertisements, Printing Services, Network Administration, Website Maintenance. Maria and Nick asked if personnel budget is covered for 2019 which Lasia confirmed the salaries for Joseph Santos and Director Casil have already been appropriated for 2019. THe 2019 budget is covered for staff. The position of Executive Director is currently funded by Adelup and Joseph Santos was previously working under the umbrella of Dept. of Chamorro Affairs and support staff was provided by DCA. Moving forward, staff will be covered in the 2020 Budget. Greg asked if any of the items highlighted above were available from the previous year or if there were any carryover items. Lasia explained that all equipment used by HRRA belonged to DCA. The only items that were budgeted for FY2019 were rent and Joseph Santos salary. Maria asked if HRRA is planning to lease office space at another location or remain in present space. Lasia met with Director Mel Mendiola of GEDA and she said HRRA could stay indefinitely. Maria asked if there are any other issues with the 2019 budget but Greg and Jake have to leave and asked if we could recess and schedule a workshop to go over the budget itself. Leon Guerrero asked there was any urgency with the FY2019 budget request. Lasia said it wasn't urgent, however, what was urgent was to set a time for the next meeting. Nick proposed the motion to defer certain items but approve 2019 budget expansion, asking for $65,000 so HRRA could procur the equipment and materials required to operate immediately. Greg asked if funds are in place. Lasia said it should be available within the next few weeks. Nick revised the motion to approve the 2019 budget expansion of $65,000 subject to getting more detail and timeline from Director. (inaudible) seconded that motion and with a unanimous vote of the five (5) remaining Commissioners, the motion was passed. Greg and Jake departed at this time leaving the board without quorum and asked that the Board recess until a later time to discuss the 2020 budget and remaining agenda items.

4. **2020 Budget** - Tabled until next meeting.

5. **Regular Meeting Standardization** - Tabled until next meeting.
   a) **Day and Time Standardization**
   b) **Robert Rules of Order Adoption**

6. **Hagåtña River Flood Risk Management Study Update** - Tabled until next meeting.
   a) **Scope of Work Contract Amendment Approval**

VIII. **Miscellaneous** -

1. **HRRA Board of Commissioners Education Certification Program Workshop Requirement (Section 43116, Ch. 43, 5, GCA)** - The remaining board proposed the date of September 6, 2019 in the morning for a 4 hour education session. Maria submitted for Board consideration that at the next board meeting they review the comments submitted by the agencies and how to address them. Lasia informed the board that there was more descriptive information on the Task Order 1 and copies of the comments from the agencies (GWA, GEDA, DRT) for the Board to review. Maria asked if there was a shared drive with all the documents and if all Board

members have access. Lasia informed her that DropBox is a better provider and we are waiting for funding to purchase a subscription. Maria asked that all documents be made available online and hard copies provided. Nick requested that all documents be located in a centralized location. Lasia informed them that the hagatnamasterplan.com website is available to the public where the public can download and view public documents. Patty requested that the next board meeting occur after the workshop since everyone will be there already.

IX. **Announcements** - No announcements at this time.

X. **AdjournHment** - At 5:47 Maria made a motion to adjourn and that was seconded by Patty and the motion passed unanimously.

_____ _____

Secretary
[Hagatna Restoration and Redevelopment Authority]

Date of Approval

HRRA BOARD OF COMMISSIONER MEETINGS LOG

-Submission to OPA " " Legislature

AS OF 9/3/201

DATE	MEETING TYPE	STATUS	SCANNED	AGENDA	SIGN-IN SHEET	MINUTES	RECORDING	ATTACHMENTS	1ST PUBLIC NOTICE	2ND PUBLIC NOTICE
2015										
1/15/2015	Regular Meeting	Quorum		X	X					
2/26/2015	Regular Meeting	Quorum			X					
4/8/2015	Regular Meeting		X	X	X					
4/28/2015	Regular Meeting		X		X					
5/20/2015	Regular Meeting		X	X	X					
8/12/2015	Regular Meeting	Quorum	X	X	X				8/7/2015-PDN	8/12/2015-PDN
9/23/2015	Regular Meeting	Quorum	X	X	X				9/19/2018-PDN	9/20/2015-PDN 9/23/2015-PDN
10/15/2015	Regular Meeting	Quorum	X	X	X					10/13/2015-PDN
11/12/2015	Regular Meeting	Non-quorum	X	X	X					11/10/2015-PDN
12/2/2015	Regular Meeting		X	X	X					

HRRA BOARD OF COMMISSIONER MEETINGS LOG

AS OF 9/3/201

DATE	MEETING TYPE	STATUS	SCANNED	AGENDA	SIGN-IN SHEET	MINUTES	RECORDING	ATTACHMENTS	1ST PUBLIC NOTICE	2ND PUBLIC NOTICE
2019										
5/14/2019	Regular Meeting	Non-quorum		X	X	X	X	X	5/7/2019-PDN	5/11/2019-PDN 5/12/2019-PDN ONLINE
6/18/2019	Regular Meeting	Non-quorum		X	X	X	X	X	6/5/2019-PDN	06/11/2019-PDN 6/18/2019-PDN
7/24/2019	Regular Meeting	Quorum		X	X	X	X	X	07/18/2019-Post	7/23/2019-Post
2018										
2/27/2018	Regular Meeting	Quorum	X	X	X		X	X	2/20/2018-PDN 2/23/2018-PDN	2/27/2018-PDN
5/23/2018	Regular Meeting	Quorum	X	X	X			X	5/14/2018-PDN 5/16/2018-PDN	5/21/2018-PDN
2017										
4/20/2017	Regular Meeting	Quorum	X	X	X			X	4/11/2017-PDN	4/12/2017-PDN
5/11/2017	Regular Meeting	Quorum	X	X					5/4/2017-PDN 5/6/2017-PDN	
2016										
2/4/2016	Regular Meeting		X	X	X					2/1/2016-PDN
4/19/2016	Regular Meeting		X	X	X					4/14/2016-PDN 4/19/2016-PDN
6/21/2016	Regular Meeting	Quorum	X	X	X			X	6/16/2016-PDN	
7/14/2016	Regular Meeting	Quorum	X	X	X				7/8/2016-PDN 7/9/2016-PDN	7/14/2016-PDN
12/1/2016	Regular Meeting		X	X					11/26/2016-PDN	12/1/2016-PDN

(d) The Attorney General of Guam shall develop reporting and performance guidelines in connection with reports required by this Section by October 1, 1999, and may establish additional requirements for such reports as the Attorney General determines may be useful.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999).

NOTE: This section was originally codified from GC § 6986, entitled "Proceedings in the Superior Court to compel disclosure" as added by P.L. 18-047:1 (Jan. 2, 1987), amended by P.L. 19-005:136 (Aug. 21, 1987). Codified by the Compiler as 10 GCA§ 10107. This provision was repealed by P.L. 25-006:2 (May 12, 1999), and added as "Annual Report."

§ 10108. Limitation on Right of Inspection.

Except as provided in § 10109 of this Chapter, nothing in this Chapter shall be construed to require disclosure of records that are any of the following:

(a) Records pertaining to pending litigation to which the agency is a party, until the pending litigation has been finally adjudicated or otherwise settled.

(b) Records of complaints to, or investigations conducted by, or records of intelligence information, or security procedures or information, of an agency or its personnel.

(c) Personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy. All information regarding salary, and the name, and worksite mailing address of each employee and public official shall be public record.

(d) Information required from any taxpayer in connection with the collection of taxes that is received in confidence and the disclosure of the information to other persons would result in unfair competitive disadvantage to the person supplying the information, except that total amounts of money owed to or owed by a person, and penalties levied against and owed by a person, shall be public information and not exempt from disclosure.

(e) Library circulation records kept for the purpose of identifying the borrower of items available in libraries, and library and museum materials made or acquired and presented solely for reference or exhibition purposes. The exemption in this Subsection shall not apply to the records of fines imposed on the borrowers.

(f) Applications filed with any agency responsible for the regulation or supervision of the issuance of securities or of financial institutions, including, but not limited to, banks, savings and loan associations, credit unions and insurance companies. The exemption in this Subsection shall not apply to the records of loans or securities issued by an agency, the amount of money or credit issued to a person, information about the purpose and reasons for loans or securities issued by the agency, or identifying information about the person receiving the money or credit, including name, date of birth, occupation and place of residence.

(g) Test questions, scoring keys and other examination data used to administer a licensing examination, examination for employment, or academic examination. The exemption in this Subsection shall not apply to cumulative test scores on academic tests administered by the Department of Education, but shall apply to individual students' test scores.

(h) The home address and telephone number of any person whose occupation is subject to regulation or licensure by the government of Guam, or of any public official or government employee, or of any member of a government board, commission, or council, unless such person gives express permission to disclose such information.

(i) All existing privileges or confidential records or other information expressly protected under the law shall not be abrogated by this Act.

(j) Records specifically pertaining to security procedures, passwords, combinations, access codes, electronic or computer user I.D.s, policies or procedures on security.

(k) For the Department of Education information which personally identifies participants in the School Breakfast/Lunch Program, or their parents, guardians or caretakers.

(l) For the University of Guam:

(1) all applicant records regarding admission, financial aid and/or scholarships, except that the names and majors/areas of concentration of Financial Aid recipients funded directly or indirectly, through repayments by prior recipients, by a fund of

the government of Guam, including the University of Guam's Student Financial Assistance Program Fund shall be public information and not covered as private writings;

(2) closed archives of the RFT Micronesian Area Research Center, as per agreement with donor; and

(3) anonymity agreements regarding financial donations and other contributions made to the University only to the extent needed to protect the identity of the donor.

(m) For the Guam Police Department:

(1) vice funds disbursement records;

(2) disapproved firearm permit applications; and

(3) investigation techniques, which if exposed, would threaten the safety of law enforcement officials and/or threaten the integrity of an investigation.

(n) For the Guam Police Department: investigatory records compiled for law enforcement purposes, but only to the extent that the production of such records would:

(1) interfere with enforcement proceedings;

(2) deprive a person of a right to a fair trial or an impartial adjudication;

(3) constitute an unwarranted invasion of personal privacy;

(4) disclose the identity of a confidential source and, in the case of a record compiled in the course of a criminal investigation, confidential information furnished only by the confidential source;

(5) disclose investigative techniques and procedures; or

(6) endanger the life or physical safety of law enforcement personnel.

(o) for the Department of Corrections' Internal Affairs Unit, the radio logs and tapes.

(p) For the Supreme and Superior Courts of Guam:

(1) draft/working copies of bench notes, memoranda and opinions generated by the law clerks, research attorneys, judges and justices of the courts; and

(2) notes of the legal impressions.

(q) Draft documents of an Agency.

(r) All records of the Department of Education, the University of Guam, the Guam Public Library, the Guam Educational Telecommunications Corporation ("KGTF") and the Guam Community College that are exempted from public disclosure under the provisions of Article 1 of Chapter 10 of Title 5 of the Guam Code Annotated, as repealed and reenacted by Public Law Number 25-06, shall remain as private writings.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999). Subsection (i) added by P.L. 25-078:2 (Nov. 19, 1999). Subsection (j) added by P.L. 25-078:3 (Nov. 19, 1999). Subsection (k) added by P.L. 25-079:2 (Nov. 19, 1999). Subsection (l) added by P.L. 25-079:3 (Nov. 19, 1999). Subsection (m) added by P.L. 25-097:3 (Dec. 29, 1999). Subsection (n) added by P.L. 25-097:4 (Dec. 29, 1999). Subsection (o) added by P.L. 25-080:3 (Nov. 19, 1999). Subsection (p) added by P.L. 25-094:2 (Dec. 29, 1999). Subsection (b) amended by P.L. 25-094:4 (Dec. 29, 1999). Subsection (q) added by P.L. 25-082:3 (Nov. 19, 1999). Subsection (r) added by P.L. 25-081:2 (Nov. 19, 1999). Subsection (h) amended by P.L. 25-184:2 (Jan. 8, 2001). Subsections (c) and (h) amended by P.L. 32-020:2 (Apr. 11, 2013).

NOTE: This section was originally codified from GC § 6987, entitled "Results of nondisclosure" as added by P.L. 18-047:1 (Jan. 2, 1987), amended by P.L. 19-005:136 (Aug. 21, 1987). Codified by the Compiler as 10 GCA§ 10108, entitled "Penalties for results of nondisclosure." This provision was repealed by P.L. 25-006:2 (May 12, 1999), and added as "Limitation on right of inspection." The provision entitled "Penalties for results of nondisclosure" was reenacted as § 10112.

P.L. 28-045:10 (June 6, 2005) changed the name of the Department of Education to the Guam Public School System. The passage of P.L. 30-050:2 (July 14, 2009) reverted the name to the Department of Education.

Numbers and/or letters were altered to adhere to the Compiler's alpha-numeric scheme in accordance to 1 GCA § 1606.

§ 10108.1. Disclosure of Privileged Information to Legislative Oversight Committee.

Any record or information which may be nondiscloseable under § 10108 that is in the possession of an agency shall be discloseable to the Legislative Oversight Committee upon its issuance of a subpoena duces

tecum requesting such record or information or subpoena upon the director.

SOURCE: Added by P.L. 25:097:5 (Dec. 29, 1999).

§ 10109. Disclosure to Proper Officials.

The exemptions of records as prescribed in this Chapter shall not apply to public officials who prior to the adoption of this act had legal access to the records.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999).

NOTE: This section was originally codified from GC § 6990, entitled "Public officers to assist implementation of this Chapter" as added by P.L. 18-047:1 (Jan. 2, 1987), amended by P.L. 19-005:136 (Aug. 21, 1987). Codified by the Compiler as 10 GCA§ 10109. This provision was repealed by P.L. 25-006:2 (May 12, 1999), and added as "Disclosure to Proper Officials."

§ 10110. Purpose of Request Irrelevant.

This Chapter does not allow limitations on access to a public record based upon the purpose for which the record is being requested, if the record is otherwise subject to disclosure.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999).

NOTE: This section was originally codified from GC § 6991, as added by P.L. 18-047:1 (Jan. 2, 1987), amended by P.L. 19-005:136 (Aug. 21, 1987). Codified by the Compiler as 10 GCA§ 10110, entitled "Privilege No Impaired." This provision was repealed by P.L. 25-006:2 (May 12, 1999), and added as "Purpose of Rquest Irrelevant."

§ 10111. Court Proceedings.

(a) Any person making a request in any agency for public records pursuant to § 10103 shall be deemed to have exhausted his administrative remedies with respect to such request if the agency fails to comply with the applicable time limit provisions of that Section.

(b) Any person may institute proceedings for injunctive or declarative relief or writ of mandate in the Superior Court of Guam to enforce that person's right to inspect or to receive a copy of any public record or class of public records under this Chapter. The times for responsive pleadings and for hearings in these proceedings shall be set by the judge of the Court with the object of securing a decision as to these matters at the earliest possible time.

(c) Whenever it is made to appear by verified petition to the Superior Court of Guam that certain public records are being improperly withheld from a member of the public, the Court shall order the officer or person charged with withholding the records to promptly disclose the public record or show cause why the person should not do so. The Court shall decide the case after examining the record in camera, papers filed by the parties and any oral argument and additional evidence as the Court may allow. The burden is on the agency to sustain its action. All records shall be presumed public and the burden of establishing that a document or record is private shall be upon the agency or person claiming that the document on record should not be disclosed or inspected.

(d) Except as to cases the Court considers of greater importance, proceedings before the Superior Court, as authorized by this Section, and appeals therefrom, take precedence over all cases and shall be assigned for hearing and trial or for argument at the earliest practicable date and expedited in every way.

(e) If the Court finds that the public official's decision to refuse disclosure is not justified under this Chapter, the Court shall order the public official to make the record public. If the judge determines that the public official was justified in refusing to make the record public, the Court shall return the item to the public official without disclosing its content with an order supporting the decision refusing disclosure.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999).

§ 10112. Penalties for Nondisclosure.

(a) If the Court finds that the public official's decision to refuse disclosure is not justified under this Chapter, the Court shall order the public official to pay a fine of One Thousand Dollars ($1,000.00). The fine shall be a personal expense for the responsible official and in no way shall the fine be paid by the agency or the government of Guam.

(b) There is created the 'Government Ethics Fund' to assist the Guam Ethics Commission in ensuring ethical conduct in the government of Guam. This fund shall not be commingled with the General fund and shall be kept in a separate bank account. Any fines collected under Subsection (a) of this Section shall be deposited in the Government Ethics Fund, are appropriated to the Guam Ethics Commission for ethical investigations, audits and analyses of financial disclosure forms. This appropriation is continuous, contingent on the annual submission of a

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detailed budget to *I Liheslaturan Guåhan*, not withstanding any other provision of law.

(c) Any officer or employee who acts arbitrarily or capriciously in withholding a public record from a requesting person shall be guilty of a misdemeanor.

(d) The Court shall award court costs and reasonable attorney fees to the plaintiff should the plaintiff prevail after initial filing of the complaint pursuant to this Section. The costs and fees shall be paid by the public agency of which the public official is a member or employee and shall not become a personal liability of the public official. If the Court finds that the plaintiff's case is clearly frivolous, it shall award court costs and reasonable attorney fees to the public agency.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999).

§ 10113. Judicial Records.

The provisions of this Chapter *shall not* be deemed in any manner to affect the status of judicial records as it existed immediately prior to the effective date of this Section, nor to affect the rights of litigants, including parties to administrative proceedings, under the laws of discovery of Guam, nor to limit or impair any rights of discovery in a criminal case. The sealing of settlement documents in cases involving the government of Guam is prohibited.

SOURCE: Added by P.L. 25-006:2 (May 12, 1999). Amended by P.L. 32-076:6 (Nov. 27, 2013).

ARTICLE 2
RECORDS

§ 10201. Inspection of Public Records; Certified Copies. [Repealed.]
§ 10202. Fees for Certified Copies of Public Records.
§ 10203. Charges for Copying Government Documents.

§ 10201. Inspection of Public Records; Certified Copies.

[Repealed.]

SOURCE: GC § 6251 as added by P.L. 12-034:5 (July 3, 1973), recodified to § 6270 by the Editor of the 1974 Supplement to the Government Code; repealed by P.L. 18-047:2 (Jan. 2, 1987).

COMMENT: Notwithstanding the express repeal of this section by P.L. 18-047:2, the previous Compiler found that this section was revived upon the enactment of P.L. 19-005. The previous Compiler renumbered this section and codified it into Article 2 of this Chapter, which stated as follows:

> **§ 10201. Inspection of Public Records; Certified Copies.**
>
> Every person has a right to inspect any public writing on record in Guam and every public officer having the custody thereof is bound to permit such inspection, and to give on demand and on payment of the legal fees therefor a certified copy of such writing or record.

The common law rules of statutory construction apply in Guam pursuant to 1 GCA § 700. "Under the common law rules of interpretation, the repeal of a repealing statute revives the original enactment where such repeal is accomplished by express provision. However, where the repeal of the repealing statute is achieved by specific provision or by implication with new additional legislation, the original legislation is revived only to the extent to which it is consistent with the new legislation." Sutherland Statutory Construction, 7th ed., § 23:32 (2000). Because P.L. 19-005 enacted § 10103 governing the right of inspection of public documents, § 10201 was not revived.

§ 10202. Fees for Certified Copies of Public Records.

Except when a different amount is prescribed the following fees shall be paid in advance for certified copies of public records:

(a) for making a certified copy, $.75 cents for the first 300 words or part thereof, and $.15 cents for each additional 100 words or part thereof.

(b) if the record is in a foreign language, $1.00 for each 100 words or part thereof.

(c) for comparing for certification of copy furnished by the applicant, one-half the fee for making a copy.

SOURCE: GC § 6252 as added by P.L. 12-034:5 as GC § 6251 (July 3, 1973); recodified to § 6271 by the Editor of the 1974 Supplement to the Government Code. Repealed by P.L. 18-047:2 (Jan. 2, 1987); however, P.L. 19-005:139 (Aug. 21, 1987) later repealed P.L. 18-047. Renumbered by the Compiler and codified to Article 2 of this Chapter.

COMMENT: Notwithstanding the express repeal of this section by P.L. 18-047:2, the previous Compiler found that this section was revived upon the enactment of P.L. 19-005 (Aug. 21, 1987). The common law rules of statutory construction

apply in Guam pursuant to 1 GCA § 700. "Under the common law rules of interpretation, the repeal of a repealing statute revives the original enactment where such repeal is accomplished by express provision." Sutherland Statutory Construction, 7th ed., § 23:32 (2009). Because the enactment of the Sunshine Law of 1987, enacted by P.L. 19-005:136, did not include a provision for charging fees for certified copies of public records, § 10202 was revived and provided statutory authority to charge for these copies.

2013 NOTE: Pursuant to the authority granted by 1 GCA § 1606, numbers and/or letters were altered to adhere to the Compiler's alpha-numeric scheme.

§ 10203. Charges for Copying Government Documents.

(a) Notwithstanding any other provision of law, no department, agency or instrumentality of the government of Guam, including all autonomous agencies and instrumentalities, shall charge another branch, department or agency of the government of Guam, including the Guam Legislature and members thereof, for copies of requested documents, so long as the documents are requested in an official capacity.

(b) Notwithstanding any other provisions of law, any department, agency or instrumentality of the Executive Branch of the government of Guam, including all autonomous agencies and instrumentalities, except for the Department of Land Management and the Department of Revenue and Taxation, may charge the media or the general public a copying fee for documents not to exceed ten cents (10¢) for the first page of any requested document, and two cents (2¢) each for any remaining pages. The Department of Land Management and the Department of Revenue and Taxation may set their charges for documents by rules and regulations pursuant to the Administrative Adjudication Law.

(c) Any department, agency or instrumentality of the Executive Branch of the government of Guam, including all autonomous agencies and instrumentalities, may choose not to charge the media or the general public a copying fee for requested documents; however, they shall not charge more than indicated in Subsection (b) of this Section.

SOURCE: GC § 6711 as added by P.L. 18-040:13 (Nov. 6, 1986). Repealed by P.L. 18-047:2 (Jan. 2, 1987); however, P.L. 19-005:139 (Aug. 21, 1987) later repealed P.L. 18-047. Renumbered by the Compiler and codified to Article 2 of this Chapter.

COMMENT: Notwithstanding the express repeal of this section by P.L. 18-047:2, the previous Compiler found that this section was revived upon the enactment of P.L. 19-005 (Aug. 21, 1987). The common law rules of statutory construction apply in Guam pursuant to 1 GCA § 700. "Under the common law rules of interpretation, the repeal of a repealing statute revives the original enactment where

such repeal is accomplished by express provision." Sutherland Statutory Construction, 7th ed., § 23:32 (2009). Because the enactment of the Sunshine Law of 1987, enacted by P.L. 19-005:136, did not include a provision for charging fees for copying government documents, § 10203 was revived and provided statutory authority to charge for these copies.

ARTICLE 3
INFORMATION REQUIRED ON MAGNETIC MEDIA AND THE INTERNET

SOURCE: Entire Article added by P.L. 24-301:2 (Dec. 18, 1998).

§ 10301. Information Required to be Made Available on Magnetic Media Format.
§ 10301.1. Information Not Stored on Magnetic Media Format.
§ 10302. Magnetic Media Defined.
§ 10303. Formats for Magnetic Media.
§ 10304. Fees and Timeframes for Information Available on Magnetic Media.
§ 10305. Home Page for Each Department or Agency of Government.
§ 10306. Information Required on Official Home Pages.
§ 10307. Formats for Home Pages.
§ 10308. Special Requirements for Telephone Directory.
§ 10309. Special Requirements for Legislation.
§ 10310. Special Requirements for Property Maps in the Custody of the Department of Land Management.
§ 10311. Prohibition Against Partisan Endorsements or Detractions.
§ 10312. Special Requirement for Government of Guam Accounts with the Guam Power Authority.
§ 10313. Special Requirement for Non-Immigrant Alien Temporary Labor Certificates approved by *I Maga'lahi* (the Governor).
§ 10314. Acceptance of Applications, Filings and Forms for Services Via the Internet.
§ 10315. Special Requirement for Medical Licenses.

§ 10301. Information Required to be Made Available on Magnetic Media Format.

Any information, that is stored on or will be stored on magnetic media, available under the Freedom of Information Act, as provided for

in Article 1 of this Chapter, shall be made available to the general public on magnetic media.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998).

§ 10301.1. Information Not Stored on Magnetic Media Format.

An agency may make information, covered by Article 1 of this Chapter that is not stored on magnetic media, available to the general public on magnetic media and charge a fee for such service. Such fees shall be based on the cost of such services, and subject to the provisions of the Administrative Adjudication Law.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998).

§ 10302. Magnetic Media Defined.

For purposes of this Section, magnetic media shall be defined as three and one-half inch (3.5") high-density floppy diskettes and CD ROM disks. To fulfill the requirements of § 10301 of this Article, Agencies only need make information that consist of computer files that total more than six (6) megabytes of information available on CD ROM. All others less than six (6) megabytes shall be available on floppy diskettes.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998).

§ 10303. Formats for Magnetic Media.

Unless otherwise provided for herein, information shall be made available in the following formats:

(a) Written Transcripts, Rules and Regulations, Legislation and Written Text Documents: Written transcripts, rules and regulations, legislation and written text documents shall be made available in the following formats: ASCII, text and any other word processing format commonly and widely used on Microsoft and Macintosh Operating Systems.

(b) Financial Information: Lotus 123, Microsoft Excel and Corel Quattro Pro for Microsoft and Macintosh operating systems.

(c) Other Information: The individual agencies shall, under the provisions of the Administrative Adjudication Law, determine most appropriate format and make available such information on magnetic media.

Agencies may, through appropriate rules and regulations pursuant to the Administrative Adjudication Law, make information available through other formats and charge a fee for such services. If a special format is, or becomes available for personal computers or Macintosh Computers for individuals with disabilities, agencies shall make such information available in that format at no additional cost. The determination of which formats are commonly and widely used as required herein shall be determined from input from the general public at a public hearing held at least once per calendar year by each Branch of the government of Guam.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998).

§ 10304. Fees and Timeframes for Information Available on Magnetic Media.

(a) Notwithstanding any other provision of law, no department, agency or instrumentality of the government of Guam, including all autonomous agencies and instrumentalities, shall charge another branch, department or agency of the government of Guam, including *I Liheslaturan Guåhan* and members thereof, for copies of requested documents, so long as the documents are requested in an official capacity.

Unless otherwise provided herein, no department, agency or instrumentality of all Branches of the government of Guam, including all autonomous agencies and instrumentalities shall charge fees in excess of Two Dollars ($2.00) per floppy diskette, and Fifteen Dollars ($15.00) per CD ROM; should the cost of providing such services increase, a department or agency may set their fees at a higher rate, by rules and regulations pursuant to the Administrative Adjudication Law, only to cover the additional costs. No fee shall be charged to any person who obtains public information from the Internet.

Requests for such information on magnetic media shall be made in writing to the applicable agency. Such magnetic media shall be provided to the person requesting such information within five (5) working days, excluding weekends and holidays, of the request. Payment for such services shall be made at the time of the request. Agencies may by rules and regulations pursuant to the Administrative Adjudication Law, develop appropriate timeframes for providing information in other formats not expressly mentioned in § 10303 of this Article.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998).

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§ 10305. Home Page for Each Department or Agency of Government.

(a) Every department or agency of the Executive Branch of the government of Guam, inclusive of all autonomous agencies, the Department of Education, the Guam Visitors Bureau, the Guam Economic Development and Commerce Authority, the Guam Waterworks Authority and the Guam Power Authority, shall develop and post on the Internet a home page or website. Each home page or website shall be designated as the official website or home page for such department, agency, autonomous agency or public corporation and no information posted thereon shall be restricted by user status, passwords, or the assessment of dues, membership fees or registration fees. This Section, and § 10306 of this Chapter shall apply to *I Liheslaturan Guåhan* as a single agency and the Judiciary of Guam as a single agency.

(b) All finalized reports, studies, and plans initiated, contracted for or conducted by any department or agency, except criminal investigative and security-related reports, studies, and plans, shall be posted on the agency home page. By January 1, 2008, copies of all such reports, studies, and plans held in the records of all departments and agencies shall be posted on the agency home page.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998). Repealed and reenacted by P.L. 28-057:2 (June 30, 2005). Amended by P.L. 29-019:VI:88 (Sept. 29, 2007).

2009 NOTE: P.L. 28-045:10 (June 6, 2005) changed the name of the Department of Education to the Guam Public School System. P.L. 30-050:2 (July 14, 2009) reverted the name of the Guam Public School System to the Department of Education.

§ 10306. Information Required.

The following information must be posted, at a minimum, on each official website or homepage required pursuant to Section 10305 above.

(a) Notice of all meetings, hearings and public events as required by public law and for such duration as required by public law and containing such information as is required by public law.

(b) The official name of the department, agency, autonomous agency or public corporation in both English and Chamorro, the email address, public phone numbers, mailing address and physical location of the department, agency, autonomous agency or public corporation.

(c) The names and titles of the Director, Deputy Director or official in charge of the department, agency, autonomous agency or public corporation, as appropriate, as well as the names and titles of the administrators of each and all offices, programs, services, units or divisions under its purview, and the names of all board members of every board or commission associated with or appurtenant thereto, and an organizational chart demonstrating the relationships between all, as relevant.

(d) A list of all fees charged for any services.

(e) All rules and regulations in force as promulgated by the department, agency, autonomous agency or public corporation, or links thereto, as well as all proposed rules and regulations, or amendments thereto, as are progressing through the administrative adjudication process as detailed in the Administrative Adjudication Act.

(f) The budget for the department, agency, autonomous agency or public corporation as is in force and approved by *I Liheslaturan Guåhan* or the governing board as appropriate, as well as the proposed budget for the upcoming fiscal year, and in such form as is submitted to or approved by *I Liheslaturan Guåhan* or the governing board as appropriate, and all expenditures of the department, agency, autonomous agency or public corporation, such entries to be updated on a quarterly basis.

(g) The awardee, amount, duration and a general description of all contracts of any nature as entered into by the department, agency, autonomous agency or public corporation, such entries to be updated on a quarterly basis.

(h) The amount of and a general description of all grants received by the department, agency, autonomous agency or public corporation.

(i) The hours of operation of the department, agency, autonomous agency or public corporation, and all programs, units or services under its purview.

(j) A general description of the areas of responsibility of the department, agency, autonomous agency or public corporation, and all offices, programs, services, units or divisions under its purview,

as well as any public reports, studies and publications as the public might expect access to under Guam law.

(k) The results of audits, or links thereto, of the department, agency, autonomous agency or public corporation, or any component or service of same.

(l) In the case of a department, agency, autonomous agency or public corporation that generates its own income through fees for services or other fees, an annual statement detailing collection and income derived from such fees.

(m) All blank applications and other forms for services, licenses, government benefits, etc., of all agencies, autonomous agencies, public corporations and instrumentalities of the government of Guam. In the event that the nature of a form or application prevents it from being posted (such as carbon copy forms), the agency shall state on its website the reasons that such form cannot be posted. To the extent possible and practical, the agencies shall make the forms available in fill-able/savable/printable Adobe portable document format (PDF). Notwithstanding the requirements, supra, of this Subsection; the Unified Judiciary shall within its rule-making authority determine which documents shall be posted on its website and the form and manner in which such documents are to be posted.

Nothing in this Section shall be construed as limiting the information that a department, agency, autonomous agency or public corporation may provide to the general public via a home page or website.

SOURCE: Added by P.L. 24-301:2 (Dec. 18, 1998). Repealed and reenacted by P.L. 28-057:3 (June 30, 2005). Amended by P.L. 30-222:1 (Dec. 30, 2010).

NOTE: Pursuant to the authority granted by 1 GCA § 1606, numbers and/or letters were altered to adhere to the Compiler's alpha-numeric scheme.

§ 10307. Formats for Home Pages.

There are no special requirements for the format or construction of official Home Pages. Each Branch of government shall make every possible effort to ensure that official Home Pages use text and graphics formats that can be easily loaded and read by most Web browsers. For complex documents intended for download by the general public, such

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FY 2020 Budget Summary

FY 2020 Budget Request

Item	Quantity	Unit Price	FY 2020 Request
Contractual			
Xerox Copier Lease	12	$1,000	$12,000
Advertisements	12	$250	$3,000
Printing Services	12	$250	$3,000
Network Administration	12	$417	$5,004
Website Maintanence	12	$85	$1,020
American Planning Association Membership Dues	1	$300	$300
AreGIS Software Maintenance	1	$1,000	$1,000
Seminars/Workshops/Briefings	12	$250	$3,000
Hagåtña Riverwalk Channeling and Watershed Feasibility Study	1	$150,000	$150,000
Hagåtña Riverwalk Esplanade Development District Feasibility Study	1	$150,000	$150,000
Paseo de Susana Planned Development District and Adelup Redevelopment Feasibility Projects	1	$150,000	$150,000
Reestablishment and Marketing of Hagåtña Annual Events Prior to World War II	1	$43,000	$43,000
		Total Contractual	$521,324
Supplies & Materials			
Office Supplies	1	$5,511	$5,511
		Total Supplies & Materials	$5,511
Equipment			
Computer Systems with UPS	4	$2,000	$8,000
Multimedia Projector	1	$2,000	$2,000
Camera	1	$1,000	$1,000
Public Address System	1	$2,500	$2,500
		Total Equipment	$13,500
MISCELLANEOUS			
Stipends	108	$50	$5,400
		Total Miscellaneous	$5,400
OFICE SPACE RENTAL			
Office Space Rental	1	$40,626	$40,626
		Total Office Space Rental	$40,626
STAFFING			
Executive Director			$88,200
Planner IV			$93,171
Administrative Assistant			$47,088
Program Coordinator IV			$71,128
		Total Staffing	$299,587
		FY2020 Request	$885,948

FY 2020 Budget Law 35-36

FY2020 Request	$885,948
2020 BUDGET LAW 35-36 for HRRA	$274,732
Difference of	$611,216

2020 Office Operations

Staffing	$299,587
Supplies & Materials	$5,511
Equipment	$13,500
Office Space Rental at ITC	$15,605.85
Contractual (Advertisements, Printing Services, Network Administration, Website Maintenance, APA Dues, AreGIS Software Maintenance, Seminars/ Workshops/Briefings)	$16,324.00
HRRA Vehicle (MOU with CLTC. Just need battery)	$100.00
TOTAL	$350,627.85
2020 BUDGET LAW 35-36 for HRRA	$274,732.00
Difference of	$75,895.85

**The FY 2020 passed budget for HRRA does not include the real estate taxes on improvements in Hagåtña owed to the HRRA. We are still getting this money.

FY 2020 Budget Summary

FY 2020 Budget Request

Item	Quantity	Unit Price	FY 2020 Request
Contractual			
Xerox Copier Lease	12	$1,000	$12,000
Advertisements	12	$250	$3,000
Printing Services	12	$250	$3,000
Network Administration	12	$417	$5,004
Website Maintanence	12	$85	$1,020
American Planning Association Membership Dues	1	$300	$300
AreGIS Software Maintenance	1	$1,000	$1,000
Seminars/Workshops/Briefings	12	$250	$3,000
Hagåtña Riverwalk Channeling and Watershed Feasibility Study	1	$150,000	$150,000
Hagåtña Riverwalk Esplanade Development District Feasibility Study	1	$150,000	$150,000
Paseo de Susana Planned Development District and Adelup Redevelopment Feasibility Projects	1	$150,000	$150,000
Reestablishment and Marketing of Hagåtña Annual Events Prior to World War II	1	$43,000	$43,000
		Total Contractual	$521,324
Supplies & Materials			
Office Supplies	1	$5,511	$5,511
		Total Supplies & Materials	$5,511
Equipment			
Computer Systems with UPS	4	$2,000	$8,000
Multimedia Projector	1	$2,000	$2,000
Camera	1	$1,000	$1,000
Public Address System	1	$2,500	$2,500
		Total Equipment	$13,500
MISCELLANEOUS			
Stipends	108	$50	$5,400
		Total Miscellaneous	$5,400
OFICE SPACE RENTAL			
Office Space Rental	1	$40,626	$40,626
		Total Office Space Rental	$40,626
STAFFING			
Executive Director			$88,200
Planner IV			$93,171
Administrative Assistant			$47,088
Program Coordinator IV			$71,128
		Total Staffing	$299,587
		FY2020 Request	$885,948

FY 2020 Budget Law 35-36

FY2020 Request	$885,948
2020 BUDGET LAW 35-36 for HRRA	$274,732
Difference of	$611,216

2020 Office Operations

Staffing	$299,587
Supplies & Materials	$5,511
Equipment	$13,500
Office Space Rental at ITC	$15,605.85
Contractual (Advertisements, Printing Services, Network Administration, Website Maintenance, APA Dues, AreGIS Software Maintenance, Seminars/ Workshops/Briefings)	$16,324.00
HRRA Vehicle (MOU with CLTC. Just need battery)	$100.00
TOTAL	$350,627.85
2020 BUDGET LAW 35-36 for HRRA	$274,732.00
Difference of	$75,895.85

**The FY 2020 passed budget for HRRA does not include the real estate taxes on improvements in Hagåtña owed to the HRRA. We are still getting this money.

(ff) GUAM SOLID WASTE AUTHORITY (GSWA)

(1) Appropriation. The sum of Nineteen Million Two Hundred Forty-one Thousand One Hundred Ninety-six Dollars (**$19,241,196**) is appropriated from the Solid Waste Operations Fund to the Guam Solid Waste Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

SOLID WASTE OPERATIONS FUND	$19,241,196
TOTAL	**$19,241,196**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

(gg) *HAGÅTÑA* RESTORATION AND REDEVELOPMENT AUTHORITY (HRRA)

(1) Appropriation. The sum of Two Hundred Seventy-four Thousand Seven Hundred Thirty-two Dollars ($274,732) is appropriated from the Tourist Attraction Fund to the *Hagåtña* Restoration and Redevelopment Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

TOURIST ATTRACTION FUND	$274,732
TOTAL	**$274,732**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

FY 2020 Budget Summary

FY 2020 Budget Request

Item	Quantity	Unit Price	FY 2020 Request
Contractual			
Xerox Copier Lease	12	$1,000	$12,000
Advertisements	12	$250	$3,000
Printing Services	12	$250	$3,000
Network Administration	12	$417	$5,004
Website Maintanence	12	$85	$1,020
American Planning Association Membership Dues	1	$300	$300
AreGIS Software Maintenance	1	$1,000	$1,000
Seminars/Workshops/Briefings	12	$250	$3,000
Hagåtña Riverwalk Channeling and Watershed Feasibility Study	1	$150,000	$150,000
Hagåtña Riverwalk Esplanade Development District Feasibility Study	1	$150,000	$150,000
Paseo de Susana Planned Development District and Adelup Redevelopment Feasibility Projects	1	$150,000	$150,000
Reestablishment and Marketing of Hagåtña Annual Events Prior to World War II	1	$43,000	$43,000
		Total Contractual	$521,324
Supplies & Materials			
Office Supplies	1	$5,511	$5,511
		Total Supplies & Materials	$5,511
Equipment			
Computer Systems with UPS	4	$2,000	$8,000
Multimedia Projector	1	$2,000	$2,000
Camera	1	$1,000	$1,000
Public Address System	1	$2,500	$2,500
		Total Equipment	$13,500
MISCELLANEOUS			
Stipends	108	$50	$5,400
		Total Miscellaneous	$5,400
OFICE SPACE RENTAL			
Office Space Rental	1	$40,626	$40,626
		Total Office Space Rental	$40,626
STAFFING			
Executive Director			$88,200
Planner IV			$93,171
Administrative Assistant			$47,088
Program Coordinator IV			$71,128
		Total Staffing	$299,587
		FY2020 Request	$885,948

FY 2020 Budget Law 35-36

FY2020 Request	$885,948
2020 BUDGET LAW 35-36 for HRRA	[illegible]
Difference of	$611,216

2020 Office Operations

Staffing	$299,587
Supplies & Materials	$5,511
Equipment	$13,500
Office Space Rental at ITC	$15,605.85
Contractual (Advertisements, Printing Services, Network Administration, Website Maintenance, APA Dues, AreGIS Software Maintenance, Seminars/ Workshops/Briefings)	$16,324.00
HRRA Vehicle (MOU with CLTC. Just need battery)	$100.00
TOTAL	$350,627.85
2020 BUDGET LAW 35-36 for HRRA	$274,732.00
Difference of	$75,895.85

**The FY 2020 passed budget for HRRA does not include the real estate taxes on improvements in Hagåtña owed to the HRRA. We are still getting this money.

(ff) GUAM SOLID WASTE AUTHORITY (GSWA)

(1) Appropriation. The sum of Nineteen Million Two Hundred Forty-one Thousand One Hundred Ninety-six Dollars (**$19,241,196**) is appropriated from the Solid Waste Operations Fund to the Guam Solid Waste Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

SOLID WASTE OPERATIONS FUND	$19,241,196
TOTAL	**$19,241,196**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

(gg) *HAGÅTÑA* RESTORATION AND REDEVELOPMENT AUTHORITY (HRRA)

(1) Appropriation. The sum of Two Hundred Seventy-four Thousand Seven Hundred Thirty-two Dollars ($274,732) is appropriated from the Tourist Attraction Fund to the *Hagåtña* Restoration and Redevelopment Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

TOURIST ATTRACTION FUND	$274,732
TOTAL	**$274,732**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

FY 2020 Budget Summary

FY 2020 Budget Request

Item	Quantity	Unit Price	FY 2020 Request
Contractual			
Xerox Copier Lease	12	$1,000	$12,000
Advertisements	12	$250	$3,000
Printing Services	12	$250	$3,000
Network Administration	12	$417	$5,004
Website Maintanence	12	$85	$1,020
American Planning Association Membership Dues	1	$300	$300
AreGIS Software Maintenance	1	$1,000	$1,000
Seminars/Workshops/Briefings	12	$250	$3,000
Hagåtña Riverwalk Channeling and Watershed Feasibility Study	1	$150,000	$150,000
Hagåtña Riverwalk Esplanade Development District Feasibility Study	1	$150,000	$150,000
Paseo de Susana Planned Development District and Adelup Redevelopment Feasibility Projects	1	$150,000	$150,000
Reestablishment and Marketing of Hagåtña Annual Events Prior to World War II	1	$43,000	$43,000
		Total Contractual	$521,324
Supplies & Materials			
Office Supplies	1	$5,511	$5,511
		Total Supplies & Materials	$5,511
Equipment			
Computer Systems with UPS	4	$2,000	$8,000
Multimedia Projector	1	$2,000	$2,000
Camera	1	$1,000	$1,000
Public Address System	1	$2,500	$2,500
		Total Equipment	$13,500
MISCELLANEOUS			
Stipends	108	$50	$5,400
		Total Miscellaneous	$5,400
OFICE SPACE RENTAL			
Office Space Rental	1	$40,626	$40,626
		Total Office Space Rental	$40,626
STAFFING			
Executive Director			$88,200
Planner IV			$93,171
Administrative Assistant			$47,088
Program Coordinator IV			$71,128
		Total Staffing	$299,587
		FY2020 Request	$885,948

FY 2020 Budget Law 35-36

FY2020 Request	$885,948
2020 BUDGET LAW 35-36 for HRRA	$274,732
Difference of	$611,216

2020 Office Operations

Staffing	$299,587
Supplies & Materials	$5,511
Equipment	$13,500
Office Space Rental at ITC	$15,605.85
Contractual (Advertisements, Printing Services, Network Administration, Website Maintenance, APA Dues, AreGIS Software Maintenance, Seminars/ Workshops/Briefings)	$16,324.00
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**The FY 2020 passed budget for HRRA does not include the real estate taxes on improvements in Hagåtña owed to the HRRA. We are still getting this money.

(ff) GUAM SOLID WASTE AUTHORITY (GSWA)

(1) Appropriation. The sum of Nineteen Million Two Hundred Forty-one Thousand One Hundred Ninety-six Dollars (**$19,241,196**) is appropriated from the Solid Waste Operations Fund to the Guam Solid Waste Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

SOLID WASTE OPERATIONS FUND	$19,241,196
TOTAL	**$19,241,196**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

(gg) *HAGÅTÑA* RESTORATION AND REDEVELOPMENT AUTHORITY (HRRA)

(1) Appropriation. The sum of Two Hundred Seventy-four Thousand Seven Hundred Thirty-two Dollars ($274,732) is appropriated from the Tourist Attraction Fund to the *Hagåtña* Restoration and Redevelopment Authority for its operations for Fiscal Year 2020.

SUMMARY OF APPROPRIATIONS FUNDING SOURCE

TOURIST ATTRACTION FUND	$274,732
TOTAL	**$274,732**

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	$0

Parliamentary Procedure for Meetings

Robert's Rules of Order is the standard for facilitating discussions and group decision-making. Copies of the rules are available at most bookstores. Although they may seem long and involved, having an agreed-upon set of rules makes meetings run easier. ***Robert's Rules*** will help your group have better meetings, not make them more difficult. Your group is free to modify them or find another suitable process that encourages fairness and participation, unless your bylaws state otherwise.

Here are the basic elements of ***Robert's Rules***, used by most organizations:

1. ***Motion:*** To introduce a new piece of business or propose a decision or action, a motion must be made by a group member ("I move that.....") A second motion must then also be made (raise your hand and say, "I second it.") After limited discussion the group then votes on the motion. A majority vote is required for the motion to pass (or quorum as specified in your bylaws.)
2. ***Postpone Indefinitely:*** This tactic is used to kill a motion. When passed, the motion cannot be reintroduced at that meeting. It may be brought up again at a later date. This is made as a motion ("I move to postpone indefinitely..."). A second is required. A majority vote is required to postpone the motion under consideration.
3. ***Amend:*** This is the process used to change a motion under consideration. Perhaps you like the idea proposed but not exactly as offered. Raise your hand and make the following motion: "I move to amend the motion on the floor." This also requires a second. After the motion to amend is seconded, a majority vote is needed to decide whether the amendment is accepted. Then a vote is taken on the amended motion. In some organizations, a "friendly amendment" is made. If the person who made the original motion agrees with the suggested changes, the amended motion may be voted on without a separate vote to approve the amendment.
4. ***Commit:*** This is used to place a motion in committee. It requires a second. A majority vote must rule to carry it. At the next meeting the committee is required to prepare a report on the motion committed. If an appropriate committee exists, the motion goes to that committee. If not, a new committee is established.
5. ***Question:*** To end a debate immediately, the question is called (say "I call the question") and needs a second. A vote is held immediately (no further discussion is allowed). A two-thirds vote is required for passage. If it is passed, the motion on the floor is voted on immediately.
6. ***Table:*** To table a discussion is to lay aside the business at hand in such a manner that it will be considered later in the meeting or at another time ("I make a motion to table this discussion until the next meeting. In the meantime, we will get more information so we can better discuss the issue.") A second is needed and a majority vote required to table the item being discussed.
7. ***Adjourn:*** A motion is made to end the meeting. A second motion is required. A majority vote is then required for the meeting to be adjourned (ended).

Note: If more than one motion is proposed, the most recent takes precedence over the ones preceding it. For example if #6, a motion to table the discussion, is proposed, it must be voted on before #3, a motion to amend, can be decided.

In a smaller meeting, like a committee or board meeting, often only four motions are used:

- To introduce (motion.)
- To change a motion (amend.)
- To adopt (accept a report without discussion.)
- To adjourn (end the meeting.)

Remember, these processes are designed to ensure that everyone has a chance to participate and to share ideas in an orderly manner. Parliamentary procedure should not be used to prevent discussion of important issues.

Board and committee chairpersons and other leaders may want to get some training in meeting facilitation and in using parliamentary procedure. Additional information on meeting processes, dealing with difficult people, and using ***Robert's Rules*** is available from district office staff and community resources such as the League of Women Voters, United Way and other technical assistance providers. Parliamentary Procedure at a Glance, by O. Garfield Jones, is an excellent and useful guide for neighborhood association chairs.

Tips in Parliamentary Procedure

The following summary will help you determine when to use the actions described in ***Robert's Rules***.

- **A main motion must be moved, seconded, and stated by the chair before it can be discussed.**
- **If you want to move, second, or speak to a motion,** *stand and address the chair.*
- **If you approve the motion as is,** *vote for it.*
- **If you disapprove the motion,** *vote against it.*
- **If you approve the idea of the motion but want to change it,** *amend it or submit a substitute for it.*
- **If you want advice or information to help you make your decision,** *move to refer the motion to an appropriate quorum or committee with instructions to report back.*
- **If you feel they can handle it better than the assembly,** *move to refer the motion to a quorum or committee with power to act.*
- **If you feel that there the pending question(s) should be delayed so more urgent business can be considered,** *move to lay the motion on the table.*
- **If you want time to think the motion over,** *move that consideration be deferred to a certain time.*
- **If you think that further discussion is unnecessary,** *move the previous question.*
- **If you think that the assembly should give further consideration to a motion referred to a quorum or committee,** *move the motion be recalled.*
- **If you think that the assembly should give further consideration to a matter already voted upon,** *move that it be reconsidered.*
- **If you do not agree with a decision rendered by the chair,** *appeal the decision to the assembly.*
- **If you think that a matter introduced is not germane to the matter at hand,** *a point of order may be raised.*
- **If you think that too much time is being consumed by speakers,** *you can move a time limit on such speeches.*
- **If a motion has several parts, and you wish to vote differently on these parts,** *move to divide the motion.*

PARLIAMENTARY PROCEDURE AT A GLANCE

TO DO THIS	YOU SAY THIS	MAY YOU INTERRUPT SPEAKER	MUST YOU BE SECONDED	IS MOTION DEBATABLE	WHAT VOTE REQUIRED
Adjourn meeting*	I move that we adjourn	No	Yes	No	Majority
Recess meeting	I move that we recess until...	No	Yes	No	Majority
Complain about noise, room temperature, etc.*	Point of privilege	Yes	No	No	No vote
Suspend further consideration of something*	I move we table it	No	Yes	No	Majority
End debate	I move the previous question	No	Yes	No	2/3 vote
Postpone consideration of something	I move we postpone this matter until...	No	Yes	Yes	Majority
Have something studied further	I move we refer this matter to committee	No	Yes	Yes	Majority
Amend a motion	I move this motion be amended by...	No	Yes	Yes	Majority
Introduce business (a primary motion)	I move that	No	Yes	Yes	Majority
Object to procedure or personal affront*	Point of order	Yes	No	No	No vote, Chair decides
Request information	Point of information	Yes	No	No	No vote
Ask for a actual count to verify voice vote	I call for a division of the house	No	No	No	No vote
Object consideration of undiplomatic vote*	I object to consideration of this question	Yes	No	No	2/3 vote
Take up a matter previously tabled*	I move to take from the table...	No	Yes	No	Majority
Reconsider something already disposed of*	I move we reconsider our action relative to...	Yes	Yes	Yes	Majority
Consider something already out of its schedule*	I move we suspend the rules and consider	No	Yes	No	2/3 vote
Vote on a ruling by the Chair	I appeal the Chair's decision	Yes	Yes	Yes	Majority

*Not amendable

PARLIAMENTARY PROCEDURE AT A GLANCE

		Debatable	Amendable	Can Be Reconsidered	Requires 2/3 Vote
Privileged Motions	Fix Time at Which to Adjourn	No	Yes	No	No
	Adjourn	No	No	Yes	No
	Question of Privilege	No	Yes	Yes	No
	Call for Order of Day	No	No	Yes	No
Incidental Motions	Appeal	Yes	No	Yes	No
	Objection to Consideration of a Question	No	No	Yes	Yes
	Point of Information	No	No	No	No
	Point of Order	No	No	No	No
	Read Papers	No	No	Yes	No
	Suspend the Rules	No	No	No	Yes
	Withdraw a Motion	No	No	Yes	No
Subsidiary Motions	Lay on the Table	No	No	Yes	No
	The Previous Question (close debate)	No	No	Yes	Yes
	Limit or Extend Debate	No	Yes	Yes	Yes
	Postpone to a Definite Time	Yes	Yes	Yes	No
	Refer to Committee	Yes	Yes	Yes	No
	Amend the Amendment	Yes	No	No	No
	Amendment	Yes	Yes	Yes	No
	Postpone Indefinitely	Yes	No	Yes	No
Main Motion	Main or Procedural Motion	Yes	Yes	Yes	No

This table presents the motions in order of precedence. Each motion takes precedence over (i.e. can be considered ahead of) the motions listed below it. No motion can supersede (i.e. be considered before) any of the motions listed above it.

PLEASE NOTE: many organizations use only the Main Motion and Subsidiary Motions, handling other matters on an informal basis.

IN THE MEETING

TO INTRODUCE A MOTION:

Stand when no one else has the floor.
Address the Chair by the proper title.
Wait until the chair recognizes you.

- Now that you have the floor and can proceed with your motion say "I move that...," state your motion clearly and sit down.
- Another member may second your motion. A second merely implies that the seconder agrees that the motion should come before the assembly and not that he/she is in favor of the motion.
- If there is no second, the Chair says, "The motion is not before you at this time." The motion is not lost, as there has been no vote taken.
- If there is a second, the Chair states the question by saying "It has been moved and seconded that ... (state the motion). . ., is there any discussion?"

DEBATE OR DISCUSSING THE MOTION:

- The member who made the motion is entitled to speak first.
- Every member has the right to speak in debate.
- The Chair should alternate between those "for" the motion and those "against" the motion.
- The discussion should be related to the pending motion.
- Avoid using a person's name in debate.
- All questions should be directed to the Chair.
- Unless there is a special rule providing otherwise, a member is limited to speak once to a motion.
- Asking a question or a brief suggestion is not counted in debate.
- A person may speak a second time in debate with the assembly's permission.

VOTING ON A MOTION:

- Before a vote is taken, the Chair puts the question by saying "Those in favor of the motion that ... (repeat the motion)... say "Aye." Those opposed say "No." Wait, then say "The motion is carried," or "The motion is lost."
- Some motions require a 2/3 vote. A 2/3 vote is obtained by standing
- If a member is in doubt about the vote, he may call out "division." A division is a demand for a standing vote.
- A majority vote is more than half of the votes cast by persons legally entitled to vote.
- A 2/3 vote means at least 2/3 of the votes cast by persons legally entitled to vote.
- A tie vote is a lost vote, since it is not a majority.

AMENDMENTS ILLUSTRATED

Any main motion or resolution may be amended by:

1. Adding at the end
2. Striking out a word or words
3. Inserting a word or words
4. Striking out and inserting a word or words
5. Substitution

A member rises, addresses the chair, receives recognition, and states the motion:

"I move that. . ."

MAIN MOTION

Another member seconds the motion.

The Chair repeats the motion and says, "Is there any discussion?"

Must be germane to the main motion

To improve the motion, a member rises, receives recognition and says, "I move to amend the motion by . . ."

PRIMARY AMENDMENT

Another member seconds the amendment.

The Chair repeats the amendment and says, "Is there any discussion on the amendment?"

Must be germane to the primary amendment

To improve the amendment, a member rises, receives recognition, and says, "I move to amend the amendment by . . ."

SECONDARY AMENDMENT
(not amendable)

Another member seconds the amendment.

The Chair repeats the amendment to the amendment and says, "Is there any discussion on the amendment to the amendment?"

- When discussion ceases, the Chair says, "Those in favor of the amendment to the amendment say 'Aye.' Those opposed say 'No.'"
- If the vote was in the affirmative, the amendment is included in the primary amendment. The Chair then says, "Is there any discussion on the amended amendment?"
- If there is no discussion, a vote is taken on the amended amendment. If the vote is the affirmative, the amendment is included in the main motion. The chair then says, "Is there any discussion on the amended motion?"
- At this place, the motion can again be amended.
- If there is no further discussion, a vote is taken on the amended motion.
- Even though the amendments carried in the affirmative, the main motion as amended can be defeated.

OPEN GOVERNMENT LAW TRAINING

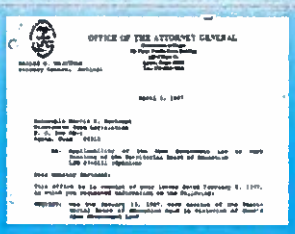
PRESENTED TO THE SENATORS AND STAFF OF THE 35TH GUAM LEGISLATURE

OUR OPEN GOVERNMENT LAW THROUGH TIME

SOME RECENT HEADLINES



HISTORICALLY THERE HAVE BEEN ISSUES


OFFICE OF THE ATTORNEY GENERAL

SOME HAVE REAL CONSEQUENCES





WHAT I HOPE TO COMMUNICATE WITH THIS PRESENTATION

1. Quickly go over the nuts and bolts of the OGL
2. See what is working in the OGL
3. Flesh out areas where some of the historical policy choices are giving people problems
4. Look at things which might solve problems in the future and find out potential solutions

LEGISLATIVE POLICY/INTENT

WHAT IS THE LAW SUPPOSED TO DO?

WHY THE OGL WAS MADE LAW: § 8102. Policy

WHAT THE POLICY/DECISIONMAKERS MUST DO: (HOLD) § 8103. Open Meetings.

(a) Every meeting of a public agency shall be open and public, and any person shall be permitted to attend any public agency meeting, except as otherwise provided in this Chapter ... .

STATES WITH OGL LAWS



IMPORTANT TERMS TO UNDERSTAND

BEFORE APPLYING THE LAW AND POLICY

APPLYING THE OGL TO THE PROCESS OF GOVERNING

WHO DOES THE OGL APPLY TO: § 8104. Definitions

WHEN IS IT A "MEETING": § 8104 (b)

Meeting means the convening of a governing body of a public agency for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter. Meeting does not include any on-site inspection of any project or program.

WHAT IS AN ACTION: § 8104 (c)

KEY FACTS OF WHETHER A MEETING IS TAKING PLACE

IT MUST PASS THE "DAY 2 TEST"

WHAT TYPES OF MEETINGS ARE THERE?

8106-8107. Regular Meetings

8108. Special meetings

8111. Executive sessions

Reporting

- Section 8113.1
- Must record who it needs to be sent to and the timelines
- Governor
- Legislature
- Post on website
- Audit firm's website

WHAT HAPPENS IF THE BOARD DOES NOT COMPLY?

WHAT HAPPENS TO THE "ACTION"

WHAT HAPPENS TO THE BOARD MEMBERS?

§ 8114. ACTION VOIDED

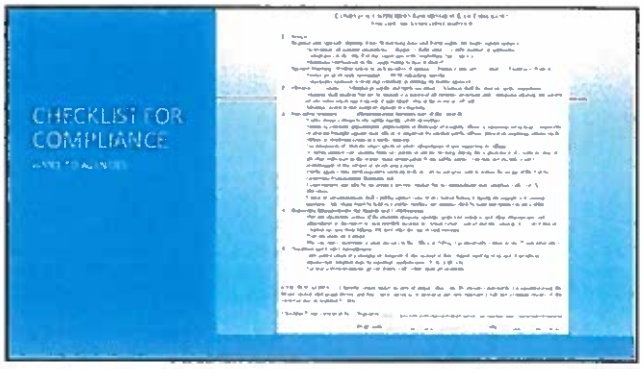
Any action taken at a meeting in violation of any Section of this Chapter shall be void and of no effect, provided that this nullification of action taken at such meetings shall not apply to any commitment, otherwise legal, affecting the public debt of the entity concerned.

EXAMPLE VOID ACTION: JOEL JOSEPH CASE (INSUFFICIENT NOTICE)

CRIMINAL ACTION: § 8115 (b)

Each member of a public agency who attends a meeting of a public agency where action is taken in violation of any provision of this chapter with knowledge of the fact that the meeting is in violation thereof, is guilty of a misdemeanor.

1. Attend a meeting (NEED A QUORUM)
2. Action taken (vote) on an item (CAN BE A DISCUSSION)
3. Knowledge that the meeting is in violation of the Act
4. MISDEMEANOR



SI YU'US MA'ASE

Basic Skills Training for Board & Commission Members

GCC

GUAM COMMUNITY COLLEGE

Kulehon Kumunidát Guáhan

Instructor: Dr. Karri Perez

Disclaimer

- This training presentation was developed as an educational tool by the instructor and Guam Community College (GCC). The information and/or opinions expressed in this presentation are for training purposes and should not be considered, nor are they intended to provide, legal advice to any of you as individuals or to any entity. The information contained in this presentation is for general information purposes only. You should consult with your own legal advisors before taking any actions based on information provided in this presentation.

Introduction

- Congratulations on your appointment or election to your position!

- This presentation was developed to deliver basic information on board/commission responsibilities in general.

The Basics Skills of Being a Board or Commission Member:

- What is a board or commission?
- What are some various forms of boards and commissions?
- What is the role of the Chairman?
- What is the role of a member?
- What are basic professional standards for board and commission members ?

Section Overview

1. Ethics in Government
2. Robert's Rules of Order
3. Policy Making versus Micro-Management
4. Open Government
5. FOIA Requests
6. Procurement Laws

Ethics in Government

- Defining Ethics versus Morals
- Ethical Behavior and Public Perception
- Authority versus Responsibility

Ethics in Government

Six Ethical Values Relevant to Public Service

- Trustworthiness
- Responsibility
- Respect
- Compassion
- Fairness
- Citizenship



Ethics in Government

Conflict of Interest

- What is Conflict of Interest?
- What to ask when determining if there is a conflict of interest?
- What public service employees should know to avoid conflict of interest.

Ethics in Government

- Steps to take during a conflict of interest situation that will require a decision:

1)Determine if there is a conflict or potential conflict of interest.

2) Communicate the potential conflict.

3) Abstain from voting or otherwise influencing the decision.

Ethics in Government

Gifts

- What is the definition of a gift?
- What is the government's gift policy?
- Are there any exceptions?
- What are gift acceptance questions to ask?



Robert's Rules of Order

- What are they?
- Why are they important?
- What are the key rules for board/commission meetings?

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

- Important points to know when participating in board/commission meetings:

  -The Agenda
  -The Chairperson
  -Making a motion
  -Making Amendments
  -Making Special Amendments

Robert's Rules of Order

Key terms:

-Point of Privilege
-Parliamentary Inquiry
-Point of Information
-Orders of the Day
-Point of Order
-Main Motion
-Divide the Question
-Consider by Paragraph
-Amend
-Withdraw/Modify Motion
-Commit/Refer/Recommit to Committee
-Extend Debate
-Limit Debate
-Postpone to a Certain Time
- Object to Consideration
-Lay on the Table
-Take from the Table
-Reconsider
-Postpone Indefinitely
-Previous Question
-Informal Consideration
-Appeal Decision of the Chair
-Suspend the Rules

Robert's Rules of Order

5 biggest mistakes made using Robert's Rules of Order

1) Using Robert's Rules of Order as a weapon
2) Not teaching members the basics
3)Relying on just institutional knowledge
4) Not restating the motion, both chair and members
5) Going too fast through meetings (slow down, so you can speed up)

Robert's Rules of Order

Tip Sheet

Meeting Structure

The following outlines the structure of a typical meeting using this method.

- **Call to Order**
- **Roll call of members present** (voting delegate to respond)
- **Reading of the minutes of the last meeting**
  -Meeting leader typically will ask if there are any additions or changes to the minutes.
  - This typically will be followed by a vote to approve the minutes.
- **Officers' reports**
  -These are simply updates and do not include votes.
- **Committee reports**
  -These are also simply updates and do not include votes.

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

Tip Sheet Continued...

Meeting Structure Continued...

- **Old business**

  - This is important business previously planned for discussion at the current meeting.

  - This can include items that were discussed in the last meeting, but more information was needed or the items weren't on the agenda for vote.

  - Old business can include votes.

- **Regular business**

  - This is any item listed on the agenda as regular business for the body to discuss.

  - The body can vote on each issue listed on the agenda.

  - The body cannot vote on any item not listed on the agenda.

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

Tip Sheet Continued...

Meeting Structure Continued...

- **New business**
  - Any new business or resolutions before the body that requires a vote.
  - This must also include a description on the agenda.
- **Announcements**
  - These are announcements from the body, but do not include votes.
- **Adjournment**
  - The meeting leader will move to adjourn, signifying the end of the meeting.

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

Tip Sheet Continued...

Types of Motions

- **Main Motion:**
  - Introduces items to the membership for their consideration.
  - Cannot be made when any other motion is on the floor.
- **Subsidiary Motion:**

  -Change or affect how a main motion is handled, and is voted on before a main motion.
- **Privileged Motion:**

  - Bring up items that are urgent about special or important matters unrelated to pending business.
- **Incidental Motion:**

  - Provide a means of questioning procedure concerning other motions and must be considered before the other motion

Robert's Rules of Order

Tip Sheet Continued...

Types of Motions Continued...

- **Motion to Table:**
  - Used in the attempt to "kill" a motion.
- **Motion to Postpone:**
  - This is often used as a means of parliamentary strategy and allows opponents of a motion to test their strength without an actual vote being taken.
  - Also, debate is once again open on the main motion.
  - Kills the question/resolution for this session - exception: the motion to reconsider can be made this session.

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

Tip Sheet Continued...

How to Present a Motion

Motions are presented by:

- **Obtaining the Floor**
  - Wait until the last speaker has finished.
  - Rise and address the Chair by saying, "Mr. (or Ms.) Chairman."
  - Wait until the Chair recognizes you.
- **Make your Motion using "I move that we..."**
- **Wait for Someone to Second Your Motion**
  - Another member can second your motion or the Chair will call for a second.
- **If there is no second to your motion, it is lost.**

Robert's Rules of Order

Parliamentary Procedure At a Glance

To Do This:	You Say This:	May you interrupt the speaker?	Do you need a second?	Is it debatable?	Can it be amended ?	What vote is needed?	Can it be reconsidered ?
Adjourn Meeting	"I move to adjourn."	No	Yes	No	No	Majority	No
Call an Intermission	"I move to recess for..."	No	Yes	No	Yes	Majority	No
Complain about the heat, noise, etc.	"I rise to a question of privilege."	Yes	No	No	No	No Vote	No
Temp suspend considering an issue	"I move to lay the motion on the table."	No	Yes	No	No	Majority	No
End debate and amendments	"I move the previous question."	No	Yes	No	No	2/3	No
Postpone discussion for a certain time	"I move to postpone discussion until..."	No	Yes	Yes	Yes	Majority	Yes
Give closer study of something	"I move to refer the matter to committee."	No	Yes	Yes	Yes	Majority	Yes
Amend a Motion	"I move to amend the motion by..."	No	Yes	Yes	Yes	Majority	Yes
Introduce Business	"I move that..."	No	Yes	Yes	Yes	Majority	Yes

Doc. No. 35GL-20-1591.*

Robert's Rules of Order

Parliamentary Procedure At a Glance continued...

To Do This:	You Say This:	May you interrupt the speaker?	Do you need a second?	Is it debatable?	Can it be amended ?	What vote is needed?	Can it be reconsidered?
Protest breach of conduct or rules	"I rise to a point of order."	Yes	No	No	No	No Vote	No
Vote on a ruling of the Chair	"I appeal from the Chair's decision."	Yes	Yes	Yes	No	Majority	Yes
Suspend rules temporarily	"I move to suspend the rules so that..."	No	Yes	No	No	2/3	No
Avoid considering an improper matter	"I object to consideration of this motion."	Yes	No	No	No	2/3	Yes
Verify a voice vote by having members stand	"I call for a division," or "Division!"	Yes	No	No	No	No Vote	No
Request Information	"Point of Information..."	Yes	No	No	No	No Vote	No
Take up a matter previously tabled	"I move to take from the table."	No	Yes	No	No	Majority	No
Reconsider a hasty action	"I move to reconsider vote on..."	Yes	Yes	Yes	No	Majority	No

Robert's Rules of Order

Professional Meeting Etiquette

- Be timely
- Dress appropriately
- Be prepared
- Pay attention
- Participate effectively
- Be accountable
- Be social

Policy versus Micro-Management

- Defining Policy
- Defining Micro-Management
- What you can do as a board/commission member to help your organization.

Policy versus Micro-Management

- What are some Micro-Management symptoms?
- What effects does Micro-Management have ?



The Role of the Board

- The role of the board is at the policy level
- It includes such functions as "guiding policy" and determining agency/organization direction

Open Government

- What is Open Government?



Open Government

- What does transparency attempt to reduce in Open Government?
- What is Accountability in ethics and governance?
- What are different types of Accountability?

Open Government

- What do open government efforts aim to do?



Open Government

- What is Guam's open government policy?
- What is Guam's open government- open meetings policy?



GWiB

PUBLIC NOTICE

The Guam Workforce Investment Board will hold its Regular Monthly Meeting on **Thursday, May 30, 2013** at **4:00 p.m.** at the GDOL/AHRD Conference Room, 3rd floor, GCIC Building in Hagåtña.

For more information, or for individuals needing special accommodations, please contact Joleen Santos or Marie Marbs at 475-7074/7044 or email joleen.santos@dol.guam.gov

Freedom of Information Requests

- What is the Freedom of Information Act?
- How can you request information?



Freedom of Information Requests

- The Sunshine Law
  - Every person has the right to inspect and take a copy of any public document on Guam except otherwise expressly prohibited by law.



Procurement Laws

- What is procurement?
  - Procurement means buying, purchasing, renting, leasing or otherwise acquiring any supplies, services or construction. It also includes all functions that pertain to the obtaining of any supply, service or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.

Procurement laws

- Who is covered?

1. **Employees** - means an individual drawing a salary from a governmental body, whether elected or not, and any noncompensated individual performing personal services for any governmental body.

2. **Governmental Body** - means any department, commission, council, board, bureau, committee, institution, agency, government corporation, authority or other establishment or establishment or official of the executive branch of the government of Guam, except for Guam Community College , the University of Guam , the Guam Public School System, and the Guam Memorial Hospital Authority.

Summary

- You were appointed or elected to a board position because people believed in you and had confidence in your ability to "do the right thing" for our island community.

- Respect of the public is fragile; public perceptio of our board and commission members is important.

Governor of Guam
I Maga'Haga Guahan

JOSHUA F. TENORIO
Lt. Governor of Guam
I Segundo Na Maga'Lahen Guahan

GUAM ECONOMIC DEVELOPMENT AUTHORITY
America in Asia
Aturidåd Inadilånton Ihunumihan Guahan

MELANIE MENDIOLA
Chief Executive Officer/Administrator

ARTEMIO "RICKY" HERNANDEZ
Deputy Administrator

RECEIVED
JUL 15 2019

MEMORANDUM

Date: July 15, 2019

To: Lieutenant Governor Joshua F. Tenorio

From: Acting CEO/Administrator

Subject: Comments on Draft Hagatna Master Plan

Hafa Adai!

As requested by your letter dated June, 11, 2019, attached are GEDA comments on the draft master plan. *Si Yu'os Ma'ase* for the opportunity to provide comments.

ED CAMACHO

Attachment

Cc: Director, Hagatna Restoration and Redevelopment Authority
Director, Bureau of Plans and Statistics

590 S. Marine Corps Dr. Suite 511 ITC Building
Tamuning, GUAM 96913

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Comments on Hagatna Master Plan

- A significant, precedent-setting recommendation under Chapter 8 Governance, is the creation of a separate unit of government called the "City of Hagatna" with a City Council and a staff to manage the operations of the City. The plan does not assess alternatives to this recommendation and we wonder if this is something that is timely given that Guam consists of one level of government. Is Guam going to have city/county level government units like stateside and is this a governance approach desired by the people and legislature?
- Page 1.2 indicates that HRRA and GEDA are responsible for plan implementation. Has this recommendation been vetted with GEDA management?
- Policy LU 1-4 doesn't make sense the way it is written and Policy LU2.8 is identical to 1-4.
- Policy LU6.2 was probably intended to say "public" not "pubic"
- Policy LU 6.3 is unclear – does it intend to say that the City should emphasize infill development rather than rural development?
- Policy LU 6.6 – not familiar with the term "dark sky"
- Policy LU 6.7 – what about others?
- Policy LU 6.8 – pervious surfaces do not limit water use. They only allow storm water percolation
- Policy LU 8.2 – What does "mixed use nodes ad corridors" mean? Is this typo?
- Policy LU 10.1 – Housing projects allow?
- Page 4.2 – City Center District – decision regarding GPD needs updating as GPD is relocating to Sinajana
- Page 4.2 says no fire station but there is no recommendation. Does Agana need a fire station and if so, will Agana need a police station once GPD moves out?
- Policy PB 1.2 – laudable but unrealistic as public buildings will be located in areas where GovGuam owns the land
- Policy PB 1.3 – what does "single use nodes" mean?
- Policy PB 2.6 – shouldn't the transit system link to public buildings and not public buildings link to the transit system?
- Chapter 6 Infrastructure
    - Policies call for the city to do many things with regard to infrastructure such as charge exaction fees but earlier policies encourage partnerships with utility agencies as they already provide service to Hagatna. It is unclear if utility agency can impose different charges for different villages.
    - 6.3 Water says Agana Heights water tank capacity will reduce from 1M gallons to 0.5M gallons if GWA implements its plans. However, no recommendation/policy is provided on whether water storage reduction is good for Hagatna

Gov. Lourdes A. Leon Guerrero <governor@guam.gov>

GWA's Comments on the Hagatna Masterplan

Ann Borja <annborja@guamwaterworks.org> Wed, Jul 3, 2019 at 12:09 PM
To: governor@guam.gov, tony.babauta@guam.gov, jon.calvo@guam.gov
Cc: Miguel Bordallo <mcbordallo@guamwaterworks.org>, tyrone.taitano@bsp.guam.gov, thomas@guamwaterworks.org

Hafa Adai,

Attached is a letter from GWA General Manager Miguel Bordallo re: GWA's Comments on the Hagatna Masterplan.

GUAM WATERWORKS AUTHORITY

Sincerely,

Ann D. Borja-Gallardes, CPM

Management Analyst IV, Assistant to

Miguel C. Bordallo, P.E., General Manager

Guam Waterworks Authority

Gloria B. Nelson Public Service Building

688 Route 15

Mangilao, Guam 96913

Telephone No.: (671) 300-6847 (Direct) or 300-6846
E-mail address: *annborja@guamwaterworks.org*

OFFICE OF THE GOVERNOR
GOVERNOR'S CHAMBER
DATE: 7-3-19
TIME: 2:01 p
RECEIVED BY: Dorothy Blas
GC2019-1712
Via Email: Governor Lou LeonGuer

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5. Pg. 6-1. Under "Wastewater Treatment Plant", the description about sludge dewatering is incorrect, irrelevant and misleading to this discussion and should be deleted.

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Dipåttamenton Kontribusion yan Adu'ånå
DEPARTMENT OF
REVENUE AND TAXATION
GOVERNMENT OF GUAM Gubetnamenton Guåhan

LOURDES A LEON GUERRERO, Governor Maga'haga
JOSHUA F TENORIO, Lt. Governor Tiñente Gubetnadot

DAFNE MANSAPIT-SHIMIZU, Director
Direktot
MICHELE B SANTOS, Deputy Director
Sigundo Direktot

July 15, 2019

Ms. Lasia Casil
Executive Director
Hagatna Restoration and Redevelopment Authority
P. O. Box 2950
Hagatna, Guam 96910

Hafa Adai Ms. Casil,

Thank you for the invitation and opportunity to comment on the Hagatna Master Plan.

The public buildings planning framework proposes to physically remove and relocate the Director's Office from the Department of Revenue and Taxation's current facility in to the Hagatna City Center District. It is premised upon the shortage of land and building capacity in Hagatna given that the Department requires about 52,700 square feet (s.f.) feet to keep it under one roof. There is only enough office space to house the Director's Office. Based upon our current operational footprint, the Director's Office needs a minimum of 3,750 s.f. to house administrators, support staff and amenities. That is more than the 2,431 s.f. identified in the Master Plan.

The Department supports the overall objective to centralize the location of primary government agencies. However, as dynamic and responsive management is to its core mission to serve all its citizenry it is of paramount importance that the Department's management and operational staff are centralized and integrated within a single facility.

Senseramente,

Michele B. Santos
Acting Director

Cc: Director, Bureau of Statistics and Plans

Post Office Box 23607, Guam Main Facility, Guam 96921 • Tel. / Telifon: (671) 635-1817 • Fax / Faks: (671) 633-2643

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting Minutes

Friday, September 6, 2019 - 8:00am

World Cafe Small Conference Room, Fiesta Resort Hotel, Tumon

Agenda	Discussion	Action
I. Call to order:	Chair Leon Guerrero: Maria Leon Guerrero called the meeting to order at 8:13am.	Chair Leon Guerrero: Maria Leon Guerrero called the meeting to order at 8:13am.
II. Attendance		
Commissioners:	Chair Maria Eugenio Leon Guerrero; Vice Chair Patricia Ada; Mayor John Cruz;Commissioner Nanik P. Keswani; Commissioner Greg Perez; Commissioner/Secretary Eduardo "Jake" Calvo; Commissioner Rita Franquez; Commissioner/Treasurer Carlos Madrid	
Ex-Officio Members:	Jeffrey L. Warfield (DISID), Arlene Acfalle (GEPA), Kraig Camacho (GVB), Omaira B. Perry (MARC)	
HRRA Staff:	Director Casil:: Casil, Executive Director; Joseph Santos:	
Guests:	Senator Kelly Marsh (Taitano), Stacy Salas (OAG legal counsel)	
III. Approval of Minutes:		
1. July 25, 2019 Meeting Minutes	C. Keswani: had a few comments about the minutes and asked for more time to read over them and get back to it at the end of the day.	Minutes were not approved at the end of the day.
IV. Reports:		
1. Executive Director Report	Director Casil:: I met with with DRT on August 19, 2019 to further discuss the money owed to HRRA from the taxes on real estate improvement in Hagåtña. Its still a work in progress. DRT still needs to separate payments for land from payments for structures. Chair Leon Guerrero: Is there an ETA? Director Casil:: I hope within the next few months. On 28 August, Joseph Santos: and I met with Guam Silver Jackets to discuss the River Feasibility Study by the ACOE and it is reported that the study may be completed by the end of 2020. The new FEMA FIRM map is scheduled to be completed by early 2020. On August 29, I attended the EDA grants working session hosted by GEDA to go over the Comprehensive Economic Development Strategy (CEDS). Chair Leon Guerrero: When will the River Feasibility Study to be performed by ACOE will be completed and who is taking the lead on this. Director Casil:: DPW Director Vince Arriola has been assigned the lead on this by the Maga'Håga and it is expected to be completed in late 2020. On September 4, 2019, I met with the Maga'Håga to sign bill 186-25 into law. HRRA now has a budget appropriated by the Legislature. HRRA took on a new administrative assistant in training on Wednesday, September 4, 2019 with the SCSEP program. I would like to start meeting with individual senators to start discussing and educate them on the plan and get their feedback and concerns and if the Board has any issues with her meeting the senators? Not many have attended the informational hearings. Senator Marsh: Is a bit early before the Board has gotten settled and before they have addressed the agency feedback.	

Agenda	Discussion	Action
	Chair Leon Guerrero: Is it more collecting feedback? Director Casil:: I want to make sure the public is getting the correct information. Chair Leon Guerrero: -Our goal is to have the HMP approved by the end of the year so its better that we get all feedback upfront so we can work with them. Senator Marsh: I suggest we give the senators the digital copies to review. C. Keswani:: Once we receive the input what is done with the input from all the departments and divisions? What if there are differences of opinion? Chair Leon Guerrero: That this is what we have to decide. Director Casil:: The discussion of the agency comments is a line item on the agenda to be discussed under new business, and for now does anyone have issues with her speaking with the public, senators and media? Chair Leon Guerrero: Does Senator Marsh have any suggestions on how to approach the senators? Senator Marsh: I recommend sending out digital copies of the plan to review and then making the appointments. C. Keswani:: I recommend that we consolidate the comments for review. Joe Santos: May I remind the board that the process is supposed to function pursuant to law, before the product is approved by the board, it goes through a thorough review process by the experts within the government agencies within the respective field. Once that input is in and reviewed and their concerns are addressed within the plan or if it cannot be addressed where will it be addressed at, because it could be addressed in the Zoning Law a document other than the Master Plan. Before the board approves it or gives it out to the public, because really the document is not a public document, it is still considered a work in progress and so unless the board approves it, its not a public document, and if you give to the senators now, they may have questions that an expert in the field may have already commented on or addressed and the master plan may change in terms of what was in the policy or what was in there to address the issue or what the agency commented on. So, we can go before the senators and ask for their input but what is the final product because the senators and governor have to review the final product not the work in progress. We can provide a copy its on hagåtñamasterplan.com. Chair Leon Guerrero: I am not familiar with government process, but my thoughts are is our role is first to deliver the plan first to the Maga'Håga she will approve it then to the legislature for approval, and that's when it is final, since those are the 2 authorities who are approving it, my thoughts are before we give it to them lets make sure it s a slam dunk, so when we get to that point, you know what I mean. Yes, we have the agency feedback but its good to get the people who are actually going to approve it to look it over and tell us if there is some game or showstopper in there so we won't be wasting our time. C. Keswani:: that's the general idea so when it goes to the governor, the legislature will have already looked at it and legislators are also on board, so its more of a formal process so we don't get a showstopper like you said earlier. Chair Leon Guerrero: That's my thoughts why we need to get feedback before we finalize it.	

Agenda	Discussion	Action
	Director Casil:: I am going to bring all of issues, questions and concerns before the board for discussion. Next I would like to start reaching out to the Chambers and different stakeholder organizations to also give the presentation on the master plan, there are a lot of questions out there, I get calls all the time, and wants to make sure the right information, not necessarily the document, but hey this is where we are at, this is the status of the board, this is the document were working on , people have questions about the projects were working on and what's real what's not, so its just an educational campaign, so with the Chamber you have to schedule 3-4 months in advance because every month they have a presentation so if that's ok with the board, I'd like go ahead and start doing that?	
	Senator Marsh: That sounds like it would be a vastly different presentation than the one that's been given thus far, because the one given thus far, is kind of an overview, so if you're talking about where you guys are at and all the things that you listed, prices wise, what you outline sounds very good, it would be a vastly different presentation than the one that's been given thus far?	
	Director Casil:: Not Really, its the same powerpoint presentation that we gave at our informational hearing back in March, same one that we gave to the Rotary club. We've tweaked a few slides here and there but its the same, but we don't think that has gotten out there enough, there is still old information out there and I still get questions from people at the chamber, so its basically the same 50 slides.	
	Chair Leon Guerrero: Is everyone ok with it?	All responded yes.
	C. Keswani:: Yeah, I haven't seen the presentation.	
	Chair Leon Guerrero: Its the slides we saw very first at ITC and I suggest 50 slides is too much and it should be edited to 10-15 minute presentation.	
	Joe Santos: During the education program the slides will be shown to the board members and its just an informational briefing to the public.	
	Chair Leon Guerrero: I'm concerned that once the information is put out there, especially the business community, we need to be ready for feedback, and the time for community feedback is done and we need to be clear about that and not cause confusion.	
	Joe Santos: Matrix Design group already got their initial input and did the community charettes and did initial briefing and presentation to the chamber and rotary.	
	Chair Leon Guerrero: Make sure that slides be included to show what processes have already been done so far and what processes are yet to come so they understand that we are not asking for feedback at this time but this is where we are in the process.	
	Director Casil:: I plans to reach out to the Chamber, Women's Chambers, Rotary Club etc...	C. Keswani:: I would like to request copies of the slides.
	Chair Leon Guerrero: Please inform the board so they can be there to support.	
	C. Perez: My concern was that the board will never get in motion because they're waiting for everybody to provide comments and that could take until next year. Here's a request for consideration, brief the new board members of what effort has been put into the master plan and get it approved subject to updates, laws that may have change and updates from different agencies and then we can have board approval. The present master plan still in a tentative stage is getting stuck. If we're going to all the agencies for feedback.	

Agenda	Discussion	Action
	Chair Leon Guerrero: That feedback has been done and 4 agencies responded and now the only party that will be solicited are the senators. C. Perez: Can we approve the master plan subject to updates, reviews, input and amendments and then move forward? C. Keswani:: I don't think its a good idea because of so many gaps since the board hasn't met in a year, agencies may have changed their minds, until they know what those changes are, if they are small changes he agrees, but if it's a major change that requires Matrix update and modify the master plan then they have to go through contracting process and give a change order, so that when they send it to the Governor its an incomplete document, and not a document that 3 months from now, yes we approved it tentatively, however, those big changes cost us half a million dollars, and that would be bad for the board and the agency. Chair Leon Guerrero: Is your concern that you don't think we should be doing PR until the plan is approved? C. Perez: We're going to go through the PR effort and people are gonna ask if the the plan has board approval yet? Our answer is going to be no. So if we go through that next step approve it as is, as completed, then we don't have to worry about the 95%. Joe Santos: -The plan is 100% complete and there were inputs and those inputs were addressed by agencies and now we are going back to get further input and see if any agencies response have changed. Remember what we're doing in the master plan you're building a city and what is the policy that you need to give you the guidance and the vision to build that city? It's not that different from building a city someplace else. The policies are all similar and now we have to take that and make it uniquely Guam. Chair Leon Guerrero: -The issue is right now where we are at, we have the agencies feedback, its not going to be resolved quickly. I think to have the plan approved by the end of the year is a pretty ambitious goal, that 4 months or 4 board meetings from now. I think its gonna take us at least until the end of the year to even come close to approving something, resolving the feedback from the agencies, potentially from the senators, and having something that is ready to submit to the Governor, I think that would be ambitious. In the meantime, we do have questions from the community, we're not going to be handing them the plan itself, its just more an overview, to say here is what we've done, we have a board in place, here's the concept, here's where we are at in the approval process, just something to educate the community to let them know that we're moving on it and its not something that's been shelved, I think that would be beneficial. Vice Chair Ada: -Maybe we're talking two different things here. C. Perez: -We did those charettes, we did it in the museum, in the past office, in the Terlaje building and there were 3 opportunities and there was public attendance and public input. Chair Leon Guerrero: -We're not looking for public input, this is just education, like, this is what we're doing.	

Agenda	Discussion	Action
	Carlos-To get other agencies and other community groups engaged, in the overall idea of Hagåtña restoration, I see the convening of the presentation, I understand the concerns, since the plan has been previous comments have been gathered and new comments on the way, a presentation that shows the restoration is moving I think to be convenient and I like the idea. Not approving it before major concerns from any of the agencies have been addressed, the second time they have been addressed. Chair Leon Guerrero: -The second set of concerns has not yet been addressed, and that is what we have to address by the end of the year. Carlos-We have to expect those, and this seems to be the right time to mention to the community that these comments are being addressed and the engagement of the other relative agencies are being incorporated into the master plan that is a positive message to deliver. Chair Leon Guerrero: -If there is no major concerns then we will move forward with the PR and the PowerPoint presentation from Director Casil:: .	
V. Old Business **1. Regular Meeting Standardization**		
(a) Day and Time Standardization	Chair Leon Guerrero: -I propose the first week of the month towards the end of the week. C. Keswani:: -That works better because the end of the month there is holiday and Christmas.	C. Keswani:: made the motion for the monthly meetings for this calendar year to be on the first Thursday of each month at 5:00pm at the HRRA office in the ITC building. Vice Chair Ada: seconded the motion and all voted in favor for the next meetings to be on October 3, November 7 and December 5.
(b) Robert Rules of Order Adoption	Director Casil:: -Legal counsel said the board can be casual or follow the rules.	C. Keswani:: made the motion that the committee follow Roberts Rules of Order and parliamentary procedure. Commissioner Calvo seconded and all voted in favor.
2. Hagåtña River Flood Risk Management Update		
(a) Scope of Work Contract Amendment Approval	Director Casil:: -The memo dated April 24, 2019 refers to an open contract with Matrix and last payment was made in April 2019. The remaining part of their contract is Phase 7: the Hagåtña River Flood Feasibility Evaluation. Which is when the study is done, they will go over it and make sure that it is done properly. They have completed 30% of the contract and we have paid for that. The remaining part of the bill is about $50,000. This is just a vote to extend the contract until that portion of the contract comes up but it can't be done until the River Feasibility is done. Chair Leon Guerrero: -Is this an extension for years? Director Casil:: -It can be extended for 3 months or 6 months or until whenever the study is done or at least a couple of months until we get more information.	
3. FY2019 Budget	Director Casil:: -We had discussed this at the last meeting because we thought we were getting some money from DRT. But because that didn't happen and we're so close to October 1st, we're just going to move forward with the 2020 budget.	

Agenda	Discussion	Action
	Senator Marsh-With the DRT, because I really want you guys to get that money, it may not be able to do it by the end of this fiscal year, but will they be working towards getting you that money to you. Director Casil:: -Yes, to my understanding, it doesn't go away, it doesn't lapse. Senator Marsh-Yes, we want to make sure you guys get that. Director Casil:: -So if we can just move on to the 2020 Budget, the law was passed on Monday. Joe Santos: -I would like to give background on what's happening, part of the contract between Matrix, GEDA and HRRA is to evaluate what is needed to update the flood study that was already done back in 1985 and where does the board need to go to because you cant develop the city of Hagåtña without channeling the river, you can but its gonna be more expensive. One of the things that the Chair Leon Guerrero: man at the time asked is how long is it going take for the Army Corps of Engineers to do the study and normally under the Water Resources development act it takes 3 years for a feasibility study to be updated. The ACOE, Milton Yashamoto said I think we can abbreviate to maybe 2 years to 18 months and it's from the time that you give them the money. The total cost is going to be 3 million dollars to update the study according to the last report that was provided and the government of Guam has to provide 50% of that. Senator Marsh-I thought the last communication from the governor was that she met with them in Hawaii and they were at no cost going to do an update. Director Casil:: -There is a matching that the government has to meet. Joe Santos: -Gov Guam still has to pay over a million dollars. The reason Matrix didn't complete phase 7 of the evaluation is because is it more inexpensive to go with a private contractor to update the feasibility study or is to with ACOE? You're looking at time and cost. Matrix came back in their memo and said they could complete it within 7 months. Senator Marsh- I have a letter from the Governor that said it is her understanding that the conduct of the study that they are now talking about is which is just updating the previous study does not require a local cost share and I believe there is an affirmation back from them so is there something that has changed? Director Casil:: -I am not familiar with the letter may I see it? This letter is regarding the Flood Insurance Rate Map (FIRM Map) which is completely different I have a copy of the letter. Joseph-Don't confuse the ACOE with FEMA. FEMA deals with the national flood insurance program they're the one that says this is what you have to build, ACOE deals with addressing flood measures, how do you mitigate against that? It has to be navigable waters. Director Casil:: - We're getting of topic can we please get back? Senator Marsh-I would like further clarification from Roland about whether Edwin Reyes said the update of the FIRM map meet the needs of what is needed for the plan? Roland-I recall that my last conversation with Edwin Reyes from BSP, Edwin said that the ACOE was going to conduct at no cost a study, the data from that will relate to the re-channelization and redesign of the river.	

Agenda	Discussion	Action
	Director Casil:: -I did meet with Edwin on August 28 at the Silver Jackets meeting and we did discuss this and the subject he speaking about is FEMA and reevaluating and creating the FIRM maps. I asked him if Hagåtña was going to be included in that study and he reaffirmed yes to update the FIRM maps not the River Feasibility Study. Chair Leon Guerrero: -Can we take a step back. So, the unfinished scope that we have already contracted Matrix to do is not the River Feasibility Study itself? Director Casil:: - Correct. Chair Leon Guerrero: -So there is the RFS that's one piece and so this piece is what? Director Casil:: -Matrix is contracted by the government, they represent the government to make sure that anyone we contract does their work and is complete, so that's what this is about whether its the ACOE or another contractor, Matrix will evaluate and make sure they've done their work. And that's all we're asking for is an extension of that. Chair Leon Guerrero: -So there are two pieces that need to be done, the RFS and this second audit to make sure that study is complete, so what's on the table now for the no-cost extension, is to just give a time extension because the RFS is not done and its not and far as we know, its going to get done until the end of next year, potentially, if we go with the ACOE, so Matrix can't do their piece until the ACOE finishes their piece, so at this point were not really debating who we're choosing, were just doing a time extension for the contract for the piece we've already paid for. Joe Santos: -Madame Chair Leon Guerrero: , may I clarify that? The evaluation just says where are you at at this time? It's not saying or taking a new study and incorporating it. It's evaluating what needs to be done in order to move forward and part of that is making sure that the study is updated. They're doing an audit of where we are at now. Chair Leon Guerrero: -Wouldn't having the RFS done be a pre-requisite of them finishing? Joe Santos: -No. They're not being paid to do the study, they're being paid to bring to the board where we are at in terms of channeling the river and part of that is updating the RFS. It's a requirement of the ACOE to update the study. Chair Leon Guerrero: -So can Matrix do this piece of the scope without the RFS? Director Casil:: -Let me clarify that. Senator Marsh-I think that's very good, because I think the Executive Director stated it, because I was at those meetings when Matrix themselves explained it and it pretty much falls in line what the Executive Director was saying, yes so I think that's a very good move. Chair Leon Guerrero: -So just to clarify if there are any dependencies between the 2 pieces? Director Casil:: -Yes, and I heard it from Celeste herself and you were there. She said we can't do this until the work of the ACOE. Senator Marsh-She said it was specifically reviewing the RFS and recommending which of the options they provide would be the most beneficial for the government. Joe Santos: -I'm the one that wrote the scope of work. We're the one that contracted out Matrix. Director Casil:: -We're going to clarify this with Matrix.	

Agenda	Discussion	Action
	C. Keswani:: -The scope of the work the way it reads from a technical standpoint, it says, they will review whatever the ACOE comes back with, that's what the scope of work says. Its a matter of giving them the opportunity, if you're going to pay them $50K you're not going to say everything is ok as it is. You're going to pay them that money to do some work that the ACOE has done and everything is in accordance with the HMP and that's what I read in the scope. So essentially, they cannot complete that study unless either they do the study and then they complete the study if we pay for them for that, or the ACOE does the study and they review and approve it, is that correct? Director Casil:: -Thats my understanding. Chair Leon Guerrero: -So lets get that clarified before we move on it. Director Casil:: -Do you want to table that? Chair Leon Guerrero: -Yes, let's table that until we figure out what are the prerequisites. What are we really talking about. C. Keswani:: -May I make a request? Make a little note or summary of this in writing where we are and what the scope is and what they will do, so that we are all on the same page, because we've talked about this several times, several meetings, and I think I don't know that everybody understands what their work is and what who's work is and how it's going to facilitate. Chair Leon Guerrero: -I think that'll be good because I'm not too comfortable with this because Im not a scientist, you know what I mean, so I think it would good for us to really understand what is required here. Director Casil:: -Do you want to make a motion to table this? C. Perez: -No, we don't need a motion for this.	
4. FY2020 Budget	Director Casil:: On the first page is the Hagåtña Restoration & Redevelopment Authority (HRRA) appropriation in the sum of $274,732 appropriated from the Tourist Attraction Fund.	

Agenda	Discussion	Action
	Senator Marsh: I can explain, I had the opportunity to meet with the board Chair Leon Guerrero: , congratulations by the way, and so we had several meetings with the office of the finance and budget to advocate for what we could and what they were saying overall the budget, I had mentioned earlier, is 50 million dollars less than what we had 2 years ago, so it was a hard budget for everybody, DOE would like more money, the Justice branch could really use more money, and so their point of view its 2 fold, one understanding with where were at for this year, knowing that the governor is having that portion of the riverwalk be done so that was going to be going on without the need for money because that part is low cost. But then also, the finance budget branch's position was with such a shortfall and cuts for everybody, essentially , they were looking at anything that could be covered by a grant, so that if after you guys finish this work, and if indeed the feedback or position is that you still need to do that study, we will be into the next fiscal budget year, but it also gives you time to be looking for a grant, because their analysis was this is absolutely something that can be done by a grant, the governor has been very successful at getting technical assistance grants and so when they have to cut somewhere, they re just looking for those that quality for grants and those that don't. And so with that one, there's already work going on for 2020 and it's something that can be handled by a grant, that was their position. And so with that being their position, I worked really hard to give you guys more to make sure you had an additional position that you can have funded and additional moneys for all the operations and office equipment. So that's basically how the negotiation went. We hope that you make good progress, it sounds like by getting a senior citizen to come in but that you'll also have budget to bring in what's next on your priority list be it a programs coordinator, or administrative assistant that's full time to really help with the day-to-day of the office. Chair Leon Guerrero: Director Casil:: , do you want to take us through the shortfall and what the plan is? Director Casil:: On the back of the page, I summarized what our request was for the FY2020 budget on the left side, contractual, office supplies and materials, equipment, miscellaneous, office space rental, staffing. With the staffing we were hoping to bring on 2 additional staff at least totaling $299,587. At the top of the right column is the budget law that was passed, so the difference between what we requested and what we got, there was a shortfall of $611,216. Senator Marsh: $500,000 of that being that contractual. Director Casil:: Yes, I actually addressed that. What I did, I just took the office operations itself, and took out the contractual, almost half a million dollars, so o just for the office operations came up to $356,27.87. Just the basics we need so the shortfall there is about $81,000. This budget law that was passed doesn't take into consideration, the money that we're supposed to get from the real estate taxes. Last year, there was a number thrown out that was about $180,000 that we're supposed to get from that. It could be between $100-$180,000. So if we get that plus the real estate taxes from next year, then we're still ahead. Chair Leon Guerrero: So this difference of $81K, if we take the contractuals out of the picture and were looking at the just difference of $81K, really that difference you can think of it as its in the staffing, its the staffing that we didn't totally get what we asked for, is that fair to say? Director Casil:: Yes.	

Agenda	Discussion	Action
	Chair Leon Guerrero: So then, what you're saying when DRT comes through with those moneys, that we could potentially cover this need to bring on additional staff? Director Casil:: We also now that we have the SCSEP program we have additional staff that's already federally paid, so we have this new administrative assistant trainee that we don't have to pay. That's how we're going to try and make up with the shortfall. It's lean, but we can work with this budget, we'll be able to get equipment, bring on one staff and then working with federal grants possibly bring on 2 more staff. C. Keswani:: Are you saying that based upon the fact that you have additional sources of staffing, that you may not need the staff outlined in the budget? Chair Leon Guerrero: We do need them but we won't need to pay for them. C. Keswani:: You need the staff but not necessarily the budget because it's being paid by other sources? Director Casil:: Correct. Chair Leon Guerrero: The $450K and contractual stuff, that would be absorbed by? Director Casil:: Those are things, as the senator said, were going to try and get grants, for instance the RFS DPW is the lead proponent on that I'll be getting with Director Arriola and discuss how that's getting paid for. I think we're good. Senator Marsh: And it's really good to hear about that additional moneys and that will help that difference. OSB was really strict on not funding any vacancies so that any vacancy we were proposing to be now filling came with a lot of negotiations, were glad that at least one is secured and that, you've leveraged other options, and that you'll able to hopefully with this money coming in from DRT to be able to get you going on. C. Keswani:: One incidental question associated with this since we are talking about deferring some of the activities until RFS us complete which is 2020, what do you anticipate the additional position for Program Coordinator for, what do you anticipate that position to do? Director Casil:: That is correct, I've already spoken with and every 2 weeks we have a meeting with the different land and housing agencies and they've offered their technical advisors to come and help us if we fall short with that and we've also spoken with them about maybe going outside and hiring a private firm just to work on particular projects to also save money. Chair Leon Guerrero: So we don't need them at this point? Director Casil:: Yes, we don't need them. C. Keswani:: That was the point I was starting to get, maybe there is some savings there, if the project is delayed before the full implementation, we can apply for the full staffing in the next year or so. Senator Marsh: We are looking for a steadily improved fiscal climate there is increased possibly for that. Director Casil:: For the record, Mayor John Cruz has joined us. Welcome.	
IV. New Business		

Agenda	Discussion	Action
1. Appointment of HRRA Secretary	Chair Leon Guerrero: We need to appoint a secretary and a treasurer. I'm going to need 2 volunteers to fill these positions. To my understanding, its' not going to require a lot of work from this 2 people. The secretary, the minutes are all going to be handled by the agency, the financial points all by the agency, so really what is required for the secretary is when the minutes are done, they're going to review it and present it to the board for approval. Director Casil:: Once the board approves of the minutes the secretary signs off on them. Joe Santos: The secretary is the one that reports out the minutes. The staff is the one that transcribes the minutes and provides it to the secretary. The treasurer reports out where the board is at towards the budget and what needs to be expended and where other funding may come from. Chair Leon Guerrero: So all the heavy lifting is done by the agency. Joe Santos: Correct. Chair Leon Guerrero: These 2 roles are going to take either the minutes or financial reports and when it comes time for the board meeting they will be the one to present it. It's just a matter of review. Its not going to require anyone to do any hard work. Director Casil:: We're not going to meet with you extensively. We'll send it out a few days before and you'll present it to the board. And that's what it is. Chair Leon Guerrero: Can I get some volunteers? Not all at once now? C. Calvo: I volunteer for secretary. C. Keswani:: I second the motion. Chair Leon Guerrero: All in favor?	All voted in favor of Commissioner Jake Calvo as Secretary.
2. Appointment of HRRA Treasurer	Chair Leon Guerrero: Treasurer? C. Keswani:: I propose Carlos as treasurer. Chair Leon Guerrero: -Second? Vice Chair Ada: I second. Chair Leon Guerrero: All in favor? Thank you! Much appreciated!	All voted in favor of Commissioner Carlos Madrid as Treasurer
3. Agency Comments on Hagåtña Master Plan	Chair Leon Guerrero: Just heads up we're not going to go through these line-by-line that would take us all day.	

Agenda	Discussion	Action
	Director Casil:: I just wanted to present them today so you have the month to look over them and Joe Santos could also explain the process that we do with it. But before we go into that, I forgot one more thing under my Executive Director Report. It's a 2 pager, its the HRRA Board of Commissioner Meetings Log. We finally got the staff and we are finally starting to get organized with the office. What I've created is a log, and I was going to present this to you as soon as we're finished. If you look through it it has the date of all the meetings going back to 2015, regular meeting, whether there is quorum, whether we made soft copies, what the agendas were, sign in sheet, whether we have minutes, recordings, attachments, whether public notices were made, so that we have a standard operating procedure so we can reference it moving forward. Were still looking for it, now that we have one more staff, we've found papers in files that had nothing to do with HRRA and we have many, many more recordings to go to but my mission is as soon as possible, is to have this up to date so we have a timeline, we know where the decisions have been made and who's been involved and we can easily reference this. C. Keswani:: On that question, did you ever find the log or the minutes that we gave to OPA last year the final minutes from the final board last year? Joe Santos: No, I'm looking for it. There is 155 recordings, so I'm going through each of those recordings and listening to see if where's the board minutes at. C. Keswani:: So is the OPA still of the opinion that they didn't get it? Last we heard they hadn't gotten it. Director Casil:: Correct. They have not gotten anything from 2018-2015. If they got it then I put an X. C. Keswani:: Ok. Director Casil:: We are still looking. That's where we're at. Senator Marsh: The positive direction forward, is the last 3 meetings, the audio recordings have been submitted. C. Keswani:: We're doing what we're supposed to do so that's good. Director Casil:: I've included copies of the most recent comments that we've gotten. I believe we had copies at the last meetings. We've gotten another one from DOA last night. So the process for this and Joe can chime in here. Joe Santos: When we receive the comments we review it to see where does it tie in to the HMP and then upon its review we turn around and need to agency to either explain the policy or whatever is written, whatever concerns they have is already in the HMP itself, that was the same thing with BSP had a lot of concerns about the HMP. We went over it and a lot of the things they had concerns with were already included in the plan and we showed them where it was included in the master plan and they were satisfied and they came back with a reply that they accept the changes and the things that were included. What we're doing is we'll go back to each of their response if it matches the master plan. Sometimes their comments are comments that are not even in the plan. For example, they talk about projects, the HMP doesn't talk about projects it talks about policy. We have to go back and say no you need to focus on the plan itself. The Master Plan and documents dealing with it. Thats what we'll do and get back with them, then it will be incorporated in, we annotate it as part of the changes that were made are included and inform the board about the changes associated with that.	

Agenda	Discussion	Action
	C. Keswani:: So are these the only comments we received from GWA, GEDA and DRT? Director Casil:: LT gave a deadline of July 15. Chair Leon Guerrero: Just 4 agencies. Looks like GWA, DRT, GEDA and DOAg. C. Keswani:: Thats separate. Director Casil:: Yes, that just came in last night so I added it. C. Keswani:: As a result of these comments received, are we going to try and see if these comments need to be incorporated in the HMP, and if so, are we going to issue a change order to Matrix to incorporate those comments. Chair Leon Guerrero: I think we should try to tackle that at our next board meeting. C. Keswani:: That's fine. Chair Leon Guerrero: So that's homework for everyone. Read the comments and we will be discussing that in detail. We'll dedicate the majority of our next board meeting to talk about this specific topic. C. Keswani:: And at that time I suggest we also consider the timeline for how long we want to extend Matrix contract to end of 2020, 3 months or 15 months. Whatever time we extend it we should look at that and discuss that and come up with a board decision. Chair Leon Guerrero: That would require for us to get clarification on that issue. Director Casil:: Correct. Someone: Is there a particular timeline you wanted the agencies to respond? Director Casil:: We can incorporate the comments, within the week would be great. Chair Leon Guerrero: Technically the deadline passed but if you're able to provide something before our next board meeting we can consider it. Director Casil:: I'll send you the documents. Senator Marsh: I think there was an extension but I don't know maybe you do? Director Casil:: I didn't receive any notice of an extension but I'm still accepting it and I made an announcement to the cabinet on Wednesday. Chair Leon Guerrero: Are there any agencies who absolutely should respond but did not? But they had the opportunity? Director Casil:: They had 2 years. C. Keswani:: Theres no showstopper agencies right now. Director Casil:: Commissioner Madrid came a week ago and wanted to talk and look through them, its all policy, it's not gloom and doom, the document itself is meant to be dynamic and incorporate the comments, we want to engage and look to their agencies for their expertise and try to incorporate as much as possible. C. Keswani:: This is the 2nd time that its mentioned that its policy. I would suggest that the board don't consider this as policy. A master plan is a master plan, if you start talking about as policy people will think of it as really general. Director Casil:: We have to follow what the law says.	

Agenda	Discussion	Action
	C. Keswani:: The law says this is policy? Director Casil:: The law that created the authority. C. Keswani:: The master plan that was established by the contract with Matrix is the master plan for the entire program HRRA and the policy was laid out in the bit this is what we shall do. In order to contract the contract became an issuing document, and the contractor spent several years developing a master plan, so I think we should refrain from referring to the master plan as a policy document. It is in fact, lots of projects in there, lots of dollars in there, in the master plan. Director Casil:: There are actually no projects in the master plan document. C. Keswani:: There are a lot of references to what we need to do. Scopes of work, there's budgets, there's timelines. Thats a project. When you establish a scope of work. When you say this is what must be done. When you say this is how much it's going to cost, when you say this is how long it's going to take. That becomes a project. In the program. So the master plan is a programatic document. I would suggest that we consider, we continue to refer to it as a programmatic document which is the master plan and based upon policy that was established before based upon policy that was in the law, the law established what we should do and that's the policy. The master plan, for purposes of discussion here at the board, refer to it as a program document. Chair Leon Guerrero: So all the projects, there's a list of 30-some projects is that technically part of the plan? Joe Santos: That is not part of the plan. Chair Leon Guerrero: Is it a separate document? What is it called? Joe Santos: It's a separate document from the plan. It's called the Project Sheets. Those projects are recommendations from Matrix so that if you want to stimulate Hagåtña, these are some of the projects and the estimated costs it would take to do them and its purpose. It's not part of the master plan. There's only 3 documents that need to be submitted to the Legislature and the Governor. The first is the Master Plan itself, the Design Guidelines, and the Map Atlas which is the existing conditions. Chair Leon Guerrero: The list of projects is more like recommendations? Director Casil:: They are recommendations. We can't put that in the master plan itself, because every administration is going to have a different priority for what those plans are. If we put them in the master plan we're going to have to go to the legislature every year to change it. Thats why it's a separate document. Different projects are going to move up and down. This governor her priority is the recentralization of the government, she has moved those projects up. We're going to have to go through a different process for each project 1. Community engagement. 2. Hiring architects. 3. Finding the funding and going to legislature. Thats why that's a separate documents than the policy itself.	

Agenda	Discussion	Action
	C. Keswani:: I agree with you, I don't have no dispute with that at all. I don't have a disagreement. However, the master plan incorporates certain scopes of work which are outlined in that project listing. You can't have a master plan saying forget about these projects, we'll just do something with HRRA. It incorporates, that part of the master plan., even though it may not be technically listed as an attachment t to the masterplan. Its part of what the Governor is approving and what part of what the legislature is gonna look at these are the projects these guys wanna do for the next 10-20 years. Whether they do that or not is a different thing, because the dynamics, the projects will change, circumstances may change, conditions may change, but at the current time it is part of the master plan. Director Casil:: The Projects will not be submitted to the Legislature. They would have to approve all the projects on there and the funding and how much each is gonna cost. I don't think that's something that the legislature can do. It's not something that the legislature will do. They're going to have to go through 31 projects and say that one says that's why it's only a recommendation sheet. C. Keswani:: How will the legislature know what they're signing up to what's the government signing up to for the next 10-20 years? Director Casil:: They're signing up to policies, guidance. Every project has to promote and preserve the history that's part of the law, every project has to reference CHamoru culture, these are the types of policies. Those types of guidances. C. Keswani:: I tend to disagree with you. Program plan. Director Casil:: Technically, I understand where you're coming from. C. Keswani:: If you're going to get the legislature to approve the program, if you're going to give the governor documents this is the program we want you to approve. You've got to give them some meat. Thats the meat. The project listing is the meat of the program. You can't say just I'm going to throw this policy out there for 20 years, and we're going to come back to you later and tell you how money this is gonna cost. We gotta go with something that is tangible and that's how program plans are developed. Thats how master plans are developed. I haven't seen personally from a technical standpoint, I haven't seen a master plan that did not have a listing of what they intended to do in terms of budget, costs and schedules and scopes of work. Which is a master plan which is what had Matrix do. Since we had them do it, my questions is why are we trying to keep it out? Joe Santos: The law says that that's not the requirement. C. Keswani:: I'd like to see that law. Director Casil:: We'll go through that in the next presentation. C. Keswani:: Let's take a look at that and see if there is a law that says you will not have project listings in part of a master plan. I haven't seen it that's why I'm debating this issue. As a board we need to understand. Director Casil:: We're actually going to address that in the next presentation.	

Agenda	Discussion	Action
	Joe Santos: Are you aware that these projects get placed under the Capital Improvement Projects (CIP) and the governor then prioritizes it and then you have to go because most of them are eligible for federal grants, you have to through matching you are required to go to the legislature to get some funding for it because they have to have situational approval. They're included in the process, it's just that the projects may change and get prioritized at a different state. Director Casil:: Some may never get done. Joe Santos: Its supposed to provide you with the vision, the framework, and the direction of where you want to go. Each project turns around and says does the board want to for instance, the first priority should be what? Building the buildings for the government offices, so then the focus needs to be on where do we get the money to match that and how do we get federal grants to match that so that the government doesn't bear the burden of doing at one time. Director Casil:: We actually go through the documents that have been passed when building they provide the guidelines for how the structure is built, what's it going to look like, the sight lines. And I understand where you're coming from from an engineering but the way the law was passed. C. Keswani:: Lets take a look at the law and we'll go from there. I may change my mind its ok. C. Perez: Picking up from the discussion here, we need to do is clearly define policy and master plan, I wonder if we can just in one column list down all the taskings and at the top put policy or masterplan and just check off our replies and we can summarize that finalize it and say here is policy here is masterplan. Policy is based on laws, regulations and master plan is based on, my understanding, project concept and time to schedule it step by step what is the process what are the timelines what is the scope of work and you know that master plans are living documents they are subject to review, first they tell us what's current year, current term, mid-term and long-term and I don't know if 5 years is the recommended time to review the master plan and update it and see if its still valid or not and then move around the taskings, what comes first for example, clearing grub comes before pouring the roof, those are the taskings, step by step, lets define and be clear about masterplan versus police because right now were stuck. Joe Santos: We'll explain that in the briefing. Chair Leon Guerrero: Thats happening today? Director Casil:: Yes Chair Leon Guerrero: We made it through our agenda. Our next meeting is Thursday, October 3. C. Perez: One more suggestion. It's going to be very difficult to take a look at what Matrix has given us in 1 hour and sort it out and add the comments. Nobody likes additional work, but I think we're going to have work within the confines of whatever they give us later on or authorize. Theres a lot of detail here we're not going to be able to get through in one hour . Joe Santos: Thats one of the things we're doing on the Master Plan, Design Guidelines and other products that's a separate workshop. This is a basic educational program what is the laws that impact the board and what's the board responsibility. C. Perez: Should we meet at a working session before the board meeting?	

Agenda	Discussion	Action
	Chair Leon Guerrero: Lets take a look at that when we're done today to be prepared for our next meeting on October 3 so we can be more productive.	
VII. Announcements:	No announcements at this time.	
VIII. Next Regular Meeting:	October 3, 2019 at 5:00pm at ITC building.	
IX. Adjournment:	At 9:28am Chair Leon Guerrero asked for a motion to adjourn. Vice Chair Ada made the motion to adjourn. C. Calvo seconded the motion. All voted in favor.	Meeting adjourned at 9:28am.

Feb 19, 2020

Eduardo "Jake" Calvo **Date**

Secretary

Hagåtña Restoration and Redevelopment Authority (HRRA)

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

GVB · JORIS KIA
· DAN SWANEY
GGW MARSH — REP

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Thursday,October 3, 2019 - 5:00pm 5:15

5th Floor, ITC Bldg, GEDA Conference Room, Tamuning

AGENDA

I. **Call to order:**

II. **Attendance:** ✓

III. **Approval of Minutes:**

1. July 25, 2019 Meeting Minutes ✓
2. September 6, 2019 Meeting Minutes ✓

· NICK ① ACCOUNTING ② CARRY-OVER DISCUSS ③ MOTIONS - LIST THEM SEPARATELY.

IV. **Reports:**

1. Executive Director Report
   a) DRT real estate improvement taxes update - MOTION TO CLARIFY EFFECT OF $1 MIL+?
   b) Meeting with Senator Clynt Ridgell - SUPPORTS MASTER PLAN - MOUTH TO MOUTH LEASE, MOVE TO HAGATNA
   c) Meeting with Senator Sabina Perez – POSITIVE FEEDBACK.
2. Treasurer Report
   a) FY2020 Budget Update ✓

V. **Old Business:**

1. Hagåtña River Flood Risk Management Update
   a) Scope of Work Contract Amendment Approval Clarification
2. Clarification on legal liabilities of HRRA board members
3. Clarification on Public Law 24-110
4. First Annual Hagåtña Sirena Festival
5. Agency Comments on Hagåtña Master Plan Update

VI. **New Business:**

1. Hagåtña Master Plan Sub-committee Working Session
   a) Meeting in October - The Map Atlas & Design Guidelines
   b) Meeting in November - The Hagåtña Master Plan

VII. **Announcements:**

VIII. **Next Regular Meeting:** Thursday, November 7, 2019, 5:00pm - 5th Floor, ITC Bldg, GEDA Conference room

IX. **Adjournment:**

- DAN SUAVELY - CONVERSION OF PEDRO'S PLAZA INTO CONDO (MULTI FAMILY)

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Thursday,October 3, 2019 - 5:00pm

5th Floor, ITC Bldg, GEDA Conference Room, Tamuning

AGENDA

I. **Call to order:**

II. **Attendance:**

III. **Approval of Minutes:**

1. July 25, 2019 Meeting Minutes
2. September 6, 2019 Meeting Minutes

IV. **Reports:**

1. Executive Director Report
   a) DRT real estate improvement taxes update
   b) Meeting with Senator Clynt Ridgell
   c) Meeting with Senator Sabina Perez
2. Treasurer Report
   a) FY2020 Budget Update

V. **Old Business:**

1. Hagåtña River Flood Risk Management Update
   a) Scope of Work Contract Amendment Approval Clarification
2. Clarification on legal liabilities of HRRA board members
3. Clarification on Public Law 24-110
4. First Annual Hagåtña Sirena Festival
5. Agency Comments on Hagåtña Master Plan Update

legal representative
Insurance policy.
Board Risk.
write a letter to
AG. Jake.
Konsun.
HRRA.
2-3 years
BSP
Further.
Research
prematurely
Annuity.

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932
Office: +1-671.647-4332
Doc. No. 35GL-20-1591.*

VI. New Business:

1. Hagåtña Master Plan Sub-committee Working Session
   a) Meeting in October - The Map Atlas & Design Guidelines
   b) Meeting in November - The Hagåtña Master Plan

VII. Announcements:

VIII. Next Regular Meeting: Thursday, November 7, 2019, 5:00pm - 5th Floor, ITC Bldg, GEDA Conference room

IX. Adjournment:

6:37. pm.

HRRA Board of Commissioners Regular Meeting Sign In Sheet

October 3, 2019

GEDA Conference Room, 5th Floor, ITC Bldg, Tamuning

BOARD MEMBERS:		
Chair	Maria Eugenio Leon Guerrero	
Vice Chair	Patricia "Patty" Ada	
Commissioner	Mayor John Cruz	
Commissioner	Nick Keswani	
Commissioner	Greg Perez	
Commissioner	Eduardo "Jake" Calvo	
Commissioner	Rita Franquez	
Commissioner	Carlos Madrid Alvarez-Piñer Pinar	
EX-OFFICIO MEMBERS:		
Dept. Integrated Services for Individuals with Disabilities (DISID)	Director Phyliss Leon Guerrero	
Dept. Land Management (DOL)	Director Joseph M. Borja	
Dept. Parks and Recreation (DPR)	Director Richard Ybanez	
Dept. Public Works (DPW)	Director Vincent P. Arriola	
Guam Environmental Protection Agency (GEPA)	Administrator Walter Leon Guerrero	
Guam Preservation Trust	Joe Quinata	
Guam Visitors Bureau (GVB)	President & CEO Pilar Laguaña	
I Kumisión i Fino' CHamoru	Hope Cristobal	
Micronesia Area Research Center (MARC)	Omaira Brunal Perry	
LEGISLATIVE OVERSIGHT COMMITTEE:		
Chair	Senator Kelly Marsh Taitano	for Roland Volkwein
Vice Chair	Speaker Tina Muna Barnes	
HRRA:		
Executive Director	Lasia Casil	
Staff	Joseph Santos	

HRRA Board of Commissioners Regular Meeting - Guest Sign in Sheet			
Location: GEDA Conference Room, 5th Fl., ITC Bldg, Tamuning			Date: Oct. 3, 2019
First/Last Name	Affiliation	Phone	Email
1 DAN SWANEY		688-9029	dfs@guam.net
2 Roland Villaverde	Sen. Kelly Marsh (Tainted)	483-3786	roland.senatorkelly@gmail.com ~~rolandoffice@senatorkelly~~
3			
4			
5			
6			
7			
8			
9			
10			

FILE COPY

JS

From: **Joseph Santos** joseph.santos@hrra.guam.gov
Subject: Review of Agency Comments
Date: October 3, 2019 at 4:43 PM
To: Lasia Casil lasia.casil@hrra.guam.gov

Hafa adai Executive Director Casil,

I have reviewed the submitted agency comments and also met with GEDA on the agency comments relative to having Matrix Design Group review the comments and provide feedback. GEDA recommended that we do submit the comments to Matrix and get their feedback. Also, I am coordinating with the agencies that commented to meet with their people to discuss their comments.

Additionally, I am reviewing the 504 recordings and should be complete by end of week Friday.

Joe

--

JOSEPH C. SANTOS
Hagatna Restoration and Redevelopment Authority (HRRA)
(671) 475-4281
(671) 787-8808
joseph.santos@hrra.guam.gov

FY2020 Budget Summary

Staffing (Executive Director, Planner IV, Administrative Officer)	$240,150
Supplies & Materials	$4,102
Equipment	$13,500
Office Space Rental from GEDA at ITC	$30,480.00
**Contractual (Advertisements, Printing Services, Network Administration, Website Maintenance, APA Dues, AreGIS Software Maintenance, Seminars/Workshops/Briefings)	$16,324.00
Miscellaneous	$5,400.00
HRRA Vehicle (MOU with CLTC. Just need battery)	$0.00
Total Office Operations	$309,956.00
P.L.35-36 Chapter V, Section 1 (gg)	$274,732.00
Shortfall	$35,224.00
*This does not take into consideration funds from real estate tax improvements	

list of duties.

DRT RE Taxes on Improvements Summary

Taxes paid 10/01/2018 - 06/31/2019	
Total Building Taxes Paid	$538,662.07
P.L. 35-1 Payments	$267,765.67

Jake → 7. o seeks

QUESTIONS:

1. **What is the total of the base year 1996?**
2. **Which properties were built in 1997 and onwards?**
3. **How does Public Law 35-1 affect HRRA?**

FY2020 Budget Summary

Staffing (Executive Director, Planner IV, Administrative Officer)	$240,150
Supplies & Materials	$4,102
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DRT RE Taxes on Improvements Summary

Taxes paid 10/01/2018 - 06/31/2019	
Total Building Taxes Paid	$538,662.07
P.L. 35-1 Payments	$267,765.67

QUESTIONS:

1. **What is the total of the base year 1996?**
2. **Which properties were built in 1997 and onwards?**
3. **How does Public Law 35-1 affect HRRA?** + 1 mile or more.

welfare, including recreational and other facilities incidental or appurtenant to them.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997).

§ 79103. Projects Included in Restoration and Redevelopment.

Restoration and Redevelopment include:

(a) The alteration, improvement, modernization, reconstruction, or rehabilitation or any combination of these, of existing structures in Hagatña.

(b) Provision for open-space types of use, such as streets and other public grounds and space around buildings, and public or private buildings, structures and improvements, and improvements of public or private recreation areas and other public grounds.

(c) The re-planning or redesign or original development of areas in Hagatña as to which either of the following conditions exist.

(1) The areas are stagnant or improperly utilized because of defective or inadequate street layout, faulty lot layout in relation to size, shape, or accessibility, or usefulness, or for other causes.

(2) The areas require re-planning and land assembly for reclamation or development in the interest of the general welfare because of widely scattered ownership, tax delinquency, or other reasons.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997).

§ 79104. Continuance of Existing Buildings.

Restoration and Redevelopment do not exclude the continuance of existing buildings or uses whose demolition and rebuilding or change of use are not deemed essential to the redevelopment and rehabilitation of Hagatña.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997).

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one (1) or more of its officers, agents or employees, such powers and duties as it may deem proper. The Board shall adopt personnel rules pursuant to Title 4, Guam Code Annotated, §§ 4105 and 4106.

(e) Five (5) Commissioners shall constitute a quorum of the Board of Commissioners of the Authority for the purpose of conducting the business of the Authority and exercising its powers, and for all other purposes. A vote of the majority of the Commissioners present at any meeting of the Board shall prevail.

(f) Non-voting ex-officio members shall include representatives from the Department of Parks and Recreation, the Richard F. Taitano Micronesian Area Research Center, the *Chamorro* Language Commission, the Guam Visitors Bureau, the Department of Integrated Services for Individuals with Disabilities (DISID), the Department of Land Management, the Department of Public Works, the Guam Environmental Protection Agency, and the Guam Preservation Trust. These members shall provide technical assistance to ensure accuracy in the development of the Plan.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997). Amended by P.L. 32-039:1 (June 7, 2013), and effective upon enactment pursuant to P.L. 32-039:2.

§ 79302. Hagåtña Restoration and Redevelopment Plan.

(a) The Authority shall develop a Plan (the "Plan") to carry out the purposes of this Chapter, which

(1) shall include the planning, preparation, development, construction, acquisition, lease, disposition, reconstruction, improvement, alteration, extension, repair, maintenance and operation of the Hagåtña Restoration and Redevelopment Project (the "Project");

(2) shall include the terms and conditions for the reuse of the properties;

(3) shall include standard of eligibility for ownership or occupancy of housing, dwellings and facilities;

(4) shall include installation, construction or reconstruction of streets, utilities, parks, playgrounds and other public improvements.

(b) In developing the Plan, the Authority is authorized to conduct surveys, appraisals, soundings, test borings or any other technical investigations.

(r) cooperate with, and participate in activities of local, regional or national agencies, organizations, institutions or other official or unofficial bodies engaged in the same related fields;

(s) lease any dwellings, accommodations, land, structures or facilities embraced in the Project;

(t) clear or prepare any property owned by it for redevelopment, conservation or rehabilitation;

(u) make such expenditures, subject to the provisions of this Article or any other applicable law, regulation or restriction, as may be necessary for the activities and operations of the Authority and carry out the purposes of this Article; and

(v) conduct examinations and investigation on any matters material to the functions or operations of the Authority.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997).

2012 NOTE: In maintaining the general codification scheme of the GCA the Compiler changed the hierarchy of subsections beginning with "Numbers" to "Lowercase Letters" in this section.

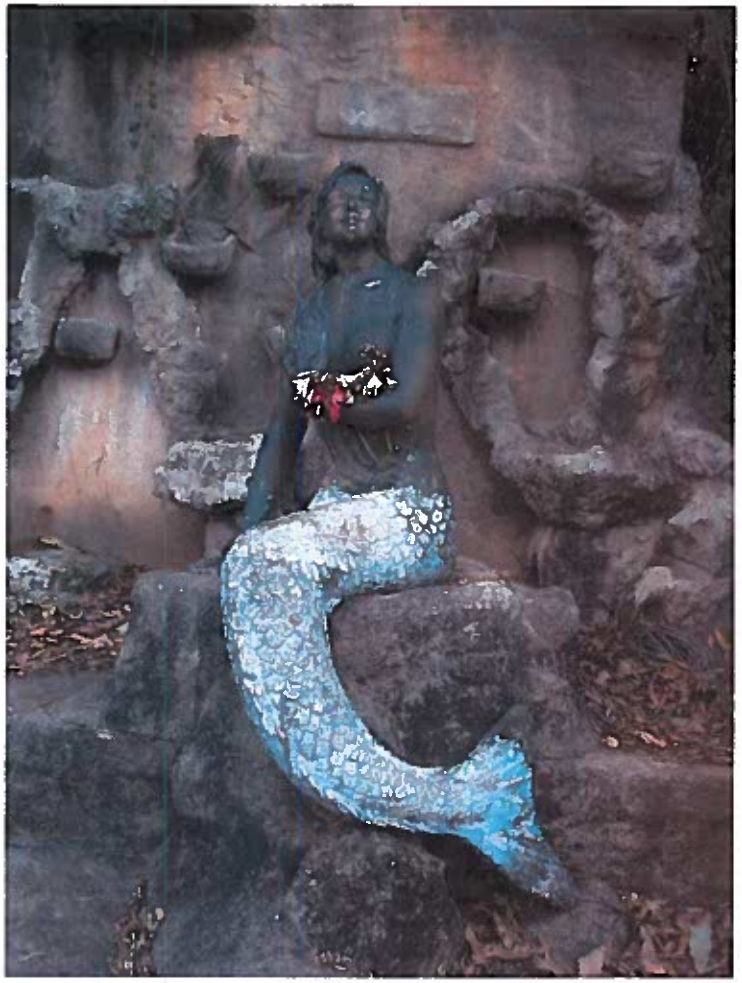
§ 79304. Approval by the Governor and the Guam Legislature.

The Authority shall submit the Plan to the Governor who, if he approves the same, shall transmit the Plan to the Guam Legislature in the form of a bill for adoption, amendment, modification or rejection by the Guam Legislature. Such Plan shall not be effective until either approved by statute or it shall have complied with the provisions of this law and forty-five (45) calendar days have elapsed from the date of receipt by the Guam Legislature of its transmittal, and two (2) legislative days have elapsed after the elapse of the forty-five (45) calendar days. The Legislative Secretary may request that the Authority submit all or part of the record of any public hearings on the Plan. The Guam Legislature may approve, disapprove or amend said Plan so transmitted within the combined period of the forty-five (45) calendar days and two (2) legislative days.

SOURCE: Added by P.L. 24-110:2 (Nov. 21, 1997).

ARTICLE 4
BONDS

First Annual
Hagåtña Sirena Festival



- Celebrates, promotes and preserves an important part of CHamoru history and culture that took place in Hagåtña.
- Event Committee consisting of members from local Hagåtña businesses and stakeholders
- Support and funding for the event will come from sponsorships and partnerships.
- Local non-profit fiscal receiver to administer funds
- 6 months of planning to launch in Spring 2020.
- New tourist attraction. Coordinating with GVB for best date
- Food trucks, live music, games
- Mr. and Ms Sirena pageant

COMMENTS AND RECOMMENDATIONS

HAGATNA RESTORATION AND REDEVELOPMENT AUTHORITY.

(GUIDELINES AND MAP ATLAS)

October 2019

Dr. Carlos Madrid, Eng. Nick Keswani.

1.-Design Guidelines. Recommendations. Page 1

2.- Design Guidelines. Correction of typos or grammatical errors. Page 9

3.-Map Atlas. Recommendations. Page 10

1.- Recommendations for the Design Guidelines:

Page 1, the influence of the architecture derived from the Spanish administration of the islands, as described in the introductory paragraphs need to be elaborated in detail, in a separate appendix that can be incorporated in due time.

Page 13. The style corresponding to Guam is Chamorro-Spanish Vernacular architecture. True enough, what is known as "Spanish Mission Style" it is popular in contemporary Guam. It can be interpreted that its popularity comes for being an attempt to reflect or represent Chamorro-Spanish architecture.

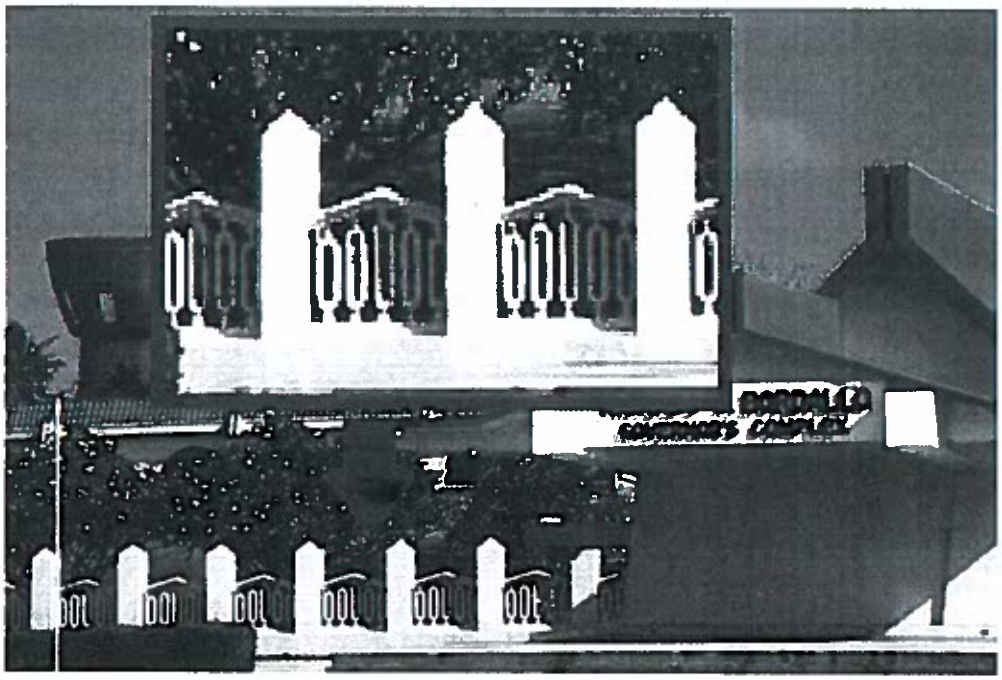
It is essential that the use of the term "Chamorro-Spanish Vernacular Architecture" and the scope of its meaning is understood as what it is: a recuperation of a tradition of styles and shapes, favored by further generations of Chamorros. The guidelines of HRRA should not be interpreted as representing any kind of revival style, like the "Spanish Mission Style" of the 20th Century was. There is no nostalgia for the colonial past, but rather a decisive effort to place the modern indigenous component at the center. Thus, the Spanish component of

the vernacular architecture is acknowledged, inasmuch as it has been adopted as vernacular and it represents the vibrant expression of local culture.

The definition of the style provided in page 13, is doubtful. Also doubtful in the caption on page 43. Page 56, reference to Spanish mission style must be replaced by Chamorro-Spanish vernacular architecture.

Page 43. For the arcades referred in the paragraph 2.5.2.b, it should be noted that the arcades with semicircular arches are not necessarily traditional. As they are more costly to produce, they were not in use in the 19th century other than in the Almacen building and the Hagatña church. The arcades have become popular in the 20th century.

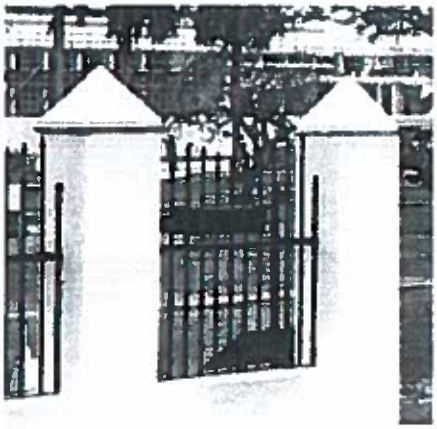
Official buildings: Since approximately the second half of the 19th century, and somehow up to the 20th century, official buildings have been designated and identified in their compounds with distinct, pointy ballast of white stones, in regular distances. Samples of these built in the 20th century are the Adelup government compound, the government residence in Apugan, and the High Schools of Chalan San Antonio. Earlier samples of these are the gardens of the government palace, the barracks, and the residence of the Public administrator. All these buildings faced the Plaza de España.

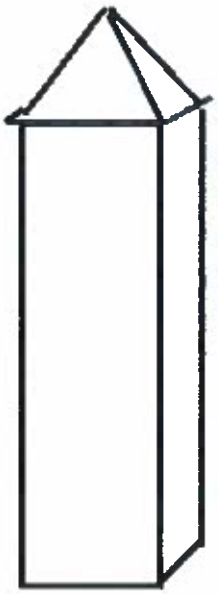


The Adelup Government Complex incorporated elements of the 19th Century Government Center of Agaña, thus reinforcing the sense of continuity.

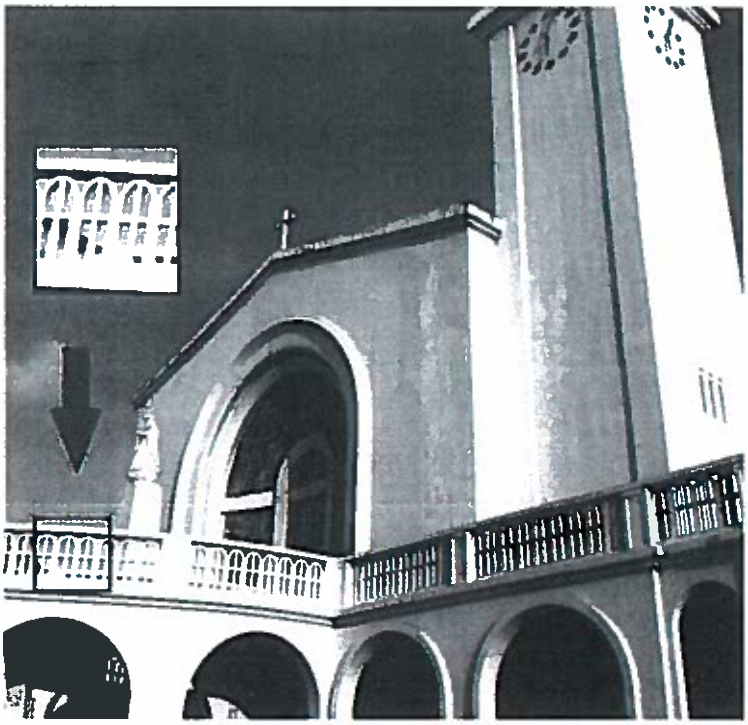


The ballasts or posts of the Plaza de España have become markers of government compounds. In the Plaza de España, some were built around the second half of the 19th Century, some after 1936.

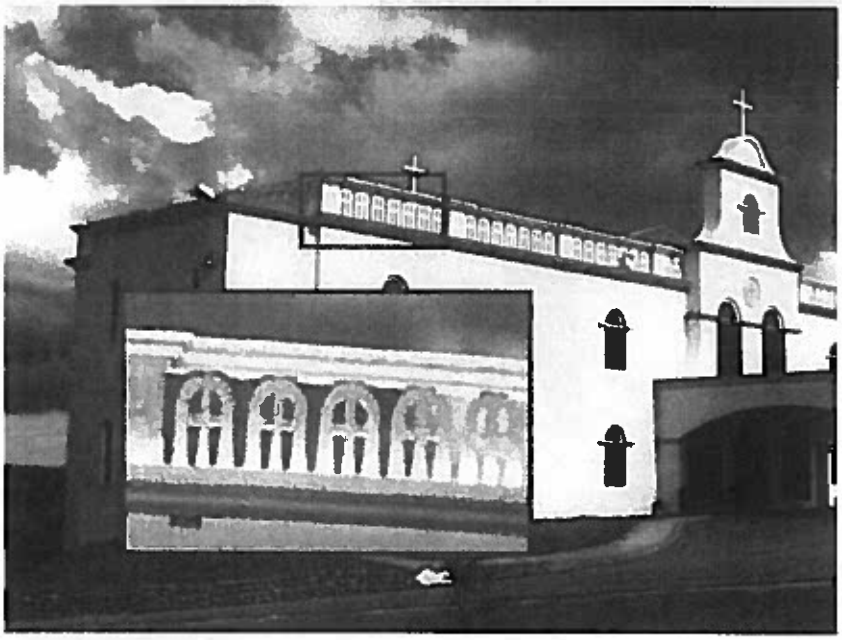




19th Century ballasts were built with a cornice at the bottom of the pyramidal top, likely for ornamental purposes.



Shapes like crosses surrounded by an arch, used in the 20th Century as reminder of the lateral windows of the Dulce Nombre de Maria Cathedral (above) have become patterns in other religious buildings like the Capuchin Friary (below).



Historically, official buildings in Hagatña were marked by two lanterns (farol), hanging on each side of the main entrance. Prior to the installation of electricity, these lamps were lighted with coconut oil.



A close up of one of these lamps can be seen in an 1899 photograph of the Spanish settlement of Ponape, next to the entrance of the government compound:



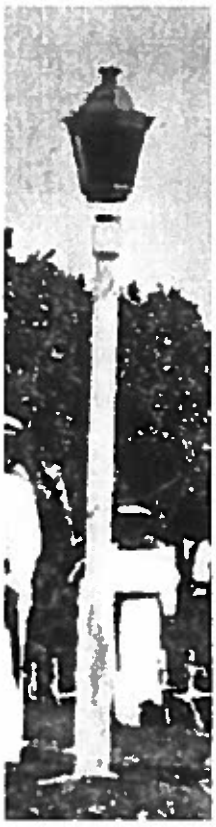


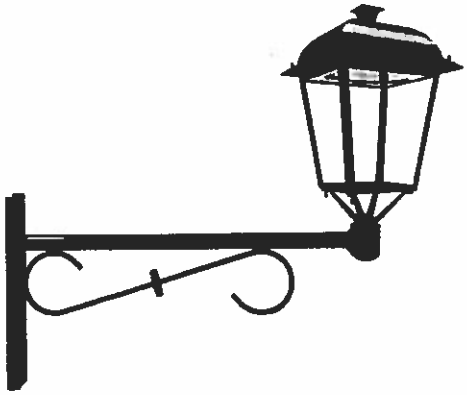
Streetlamps:





Intricate European styles, or art-deco American styles like the one presented in page 68 of the Guidelines, do not represent the continuity of the Vernacular architecture of Guam and the Mariana islands.





Simple, functional designs, like the lamps used in Spanish Port of Yap (left image) represent the spirit of vernacular architecture and 19th century Hagatña.

We do recommend that the streetlamps are used also as markers. The arm of the lamps, or their stone/cement pedestal, can serve as marker of the street, the Barrio, of the City itself, Barrio in which they are located, or to indicate the Official Seal of Guam. Thus, we recommend replacing the markers suggested in page 68 of the guidelines.

Well-designed public illumination of paseos and common areas are indispensable to inject life into the city. The running costs of electricity and maintenance must be factored or referenced into the Master Plan.

"Specific Area" Guidelines

-Ensure the proximity of buildings, providing sense of a compact urban center while keeping the safety recommendations.

-If possible, study the possibility of aligning the buildings with pre-WWII streets, as far as it is practical and cost effective.

-For urban furniture (trash bins, benches, markers), we recommend use of local or natural materials (wood, cascaho, limestone, reef rocks) or metal, instead of cement as suggested in page 25.

-Use of shaped street lamps, with simple design, austere and functional (sun powered, or self-sufficient). These styles could vary depending on the barrio in which they are installed.

-Study the possibility of having pedestrian-only areas, perhaps the streets that are perpendicular to the ocean.



Pedestrian streets, perpendicular to the ocean, provide an opportunity for commercial use, and city life.

Policy on Street names and markers

In order to protect the sense of continuity of the city of Hagatña with its own historical past, our recommendations are:

-Keep and protect all street names predating WWII. (Soledad, Hernan Cortes, Hessler, etc.).

-Recuperate the pre-war Street names for those streets that are still existing.

-Engage with local residents in the assignment of new street names. If possible, street names should have a common rationale depending on the district in which they are located. For instance starting with the same letter, or representing a repeated feature like a color, a flower, a village of Guam, etc, depending on the Barrio in which they are located.

-Calle (Street), Paseo (pedestrian), Avenida (Avenue) are terms currently used in streets of Guam, and we recommend they are implemented in Hagatña.. In order to give higher relevance and importance to an indigenous term, we recommend that we reserve the use of the term "Chalan" to refer to the most important

roads, bigger than Avenida, Paseo, or Calle. Chalan could replace the current "Route".

-Considering that Hagatña was not just the capital of Guam, but the capital of the whole of the Mariana Islands, we strongly encourage the naming of a major street, avenue, or route, to Islas Marianas.

2.- Design Guidelines. Correction of typos or grammatical errors.

Page 3 – Paragraph 2) Reference to "Design Guidelines to be used in tandem with City of Hagatña Zoning Ordinance" – We would recommend specific references to know if these are the new ordinances.

Page 22 – Legend does not correspond with the pictorial on page 22 e.g. 2.2.6 b) nomenclature does not match with picture.

Page 30 – 2.4.3 b) Revise sentence grammar.

Page 35 – Legend does not correspond with the pictorial on page 34. Please revise

Page 35 – Sequence lighting fixtures 1,2,3,...as on page 34.

Page 37 – Legend does not correspond with the pictorial on page. Please revise.

Page 43 – 3.5.2 b) Fix 1st sentence error

Page 45 – 3.5.3 c), e) f), g), h) Fix statements. Put legend references related to pictures, at the end of the statements.

Page 48 – 3.8) We recommend further elaboration and detail about the references to Hagatña being in the process of reconfiguring the flood zone.

Page 50 – 4.3.2) Parking lots should not dominate street frontages or shoreline areas.

Page 57 – 5.2.1) Legend does not correspond with the pictorial on page. Please revise.

Page 57 – 5.2.1 i) Trolley stop. Modify reference for consistency with references to Bus Stops.

Page 58 – 5.2.3 b) Revise second sentence grammar.

Page 62 – 5.5.2 a) Revise first sentence.

Page 65 – 6.1) Revise third sentence (use area's instead of areas)

Page 66 – 6.2.1 e) Revise sentence (up lighting??).

Page 66 – 6.2.2 c) Legend does not match picture.

Page 66 – 6.2.3 a) Legend does not match picture.

Page 66 – 6.2.4 d) Legend does not match picture. Also revise last sentence grammar.

3.-Map Atlas. Recommendations

-Need clarification if the Map Atlas (dated June 2015) needs to be updated to be consistent with the Hagatña Master Plan dated August 2018.

-The two major outstanding issues pending clarification and resolution are:

1-Sewage Treatment Plant location and future plans for expansion.

2-Flood Study / Flood Channelization.

-The Board will need Backup Documentation indicating that the Map Atlas dated June 2015 was reviewed and approved by responsible authorities with a charter to do so.

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Thursday, November 7, 2019 - 5:00pm

GEDA Conference Room, ITC Bldg., Tamuning

AGENDA

I. Call to order:

II. Attendance:

III. Secretary Report:

1. September 6, 2019 Minutes
2. October 3, 2019 Minutes

IV. Treasurer Report

V. Old Business:

1. Presentations and discussions at the board meetings by non-board members or outside interests.
2. HRRA dedicated funding via real estate tax improvements on properties built from 1997 onwards.
3. HRRA support staff
4. Meeting with GEDA to discuss the Matrix Design, Inc. contract and deliverables
5. Legal liability of HRRA
6. Clarification of Law 24-110
7. Hagåtña Festivals
   a) Sirena Festival
   b) May Fair
8. Agency comments & follow up letters

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932
Offices: +1 671 647 4332

VI. New Business:

1. Sub-Committee Report
   a) The Map Atlas
   b) The Design Guidelines
   c) Next meeting to review The Map Atlas
2. The Hagåtña River Channelization and Watershed River Feasibility Study
3. New Projects:
   a) Governor Manuel F. L. Guerrero Administrative Complex
      (1) Building 1: Three story / 47,260sf and 329 parking space garage
      (2) Building 2: Two story / 20,750sf
      (3) Building 3: Two story / 20,750sf
   b) Land Resources Building: 5 story / 49,600sf, 121 parking space garage
   c) Palasyu Restoration
4. Guam Police Memorial

VII. Executive Director Report

VIII. Announcements:

IX. Next Meeting: December 5, 2019

X. Adjournment:

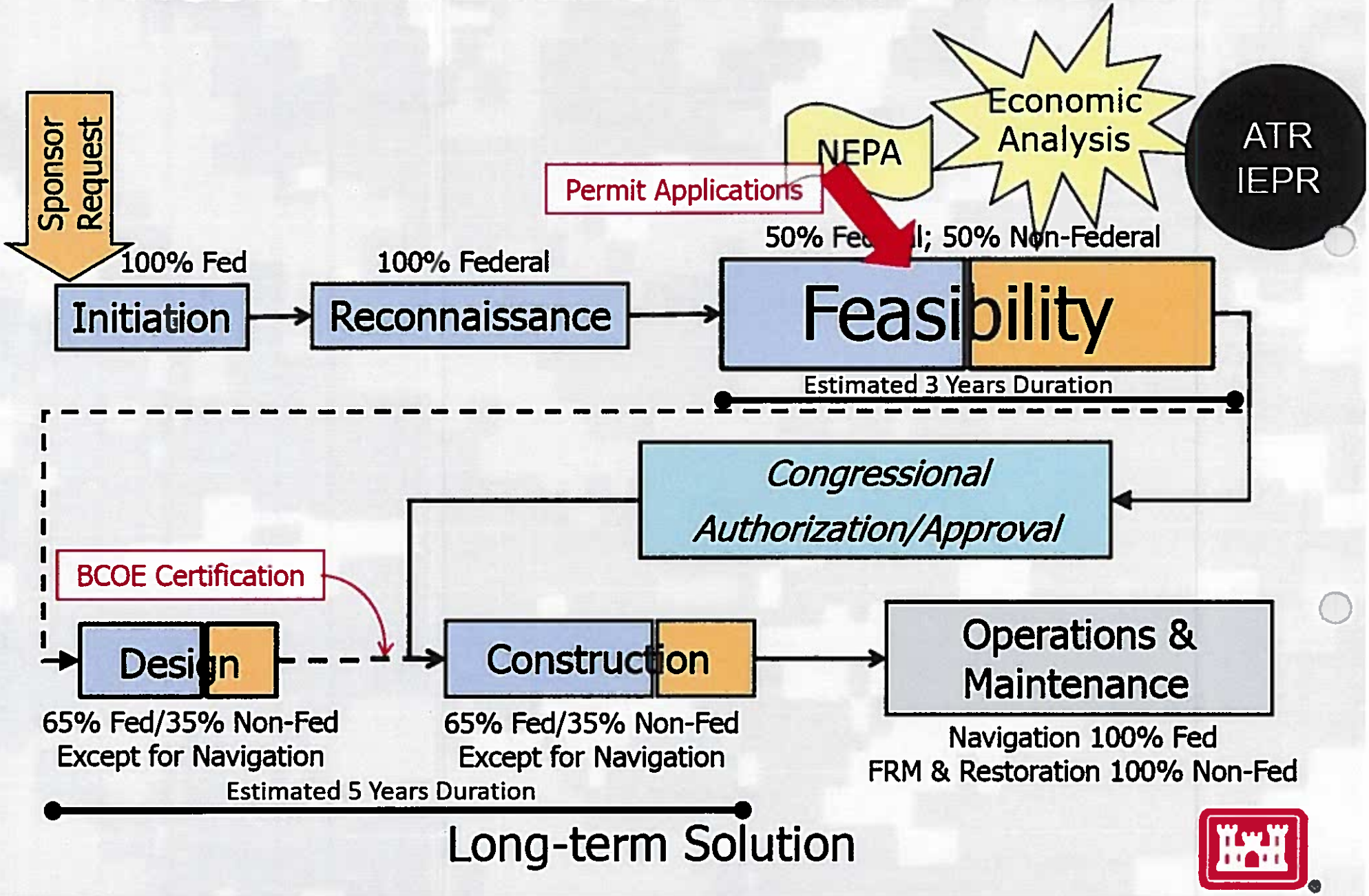
HRRA Board of Commissoners Regular Meeting Sign Sheet
November 7, 2019

BOARD MEMBERS:		
Chair	Maria Eugenio Leon Guerrero	
Vice Chair	Patricia "Patty" Ada	
Commissioner	Mayor John Cruz	
Commissioner	Nick Keswani	
Commissioner	Greg Perez	
Commissioner	Eduardo "Jake" Calvo	
Commissioner	Rita Franquez	
Commissioner	Carlos Madrid Alvarez-Piner	
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Dept. Parks and Recreation (DRP)	Director Richard Ybanez	
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Guam Environmental Protection Agency (GEPA)	Administrator Walter Leon Guerrero	
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Guam Visitors Bureau (GVB)	President & CEO Pilar Laguana	
I Kumision I Fino' Chamoru	Hope Cristobal	
Micronesia Area Research Center (MARC)	Omaira Brunal Perry	
LEGISLATIVE OVERSIGHT COMMITTEE:		
Chair	Senator Kelly Marsh Taitano	
Vice Chair	Speaker Tina Muna Barnes	
HRRA :		
Executive Director	Lasia Casil	
Staff	Joseph Santos	

Hagåtña Restoration & Redevelopment Authority (HRRA) Board of Commissioners Meeting

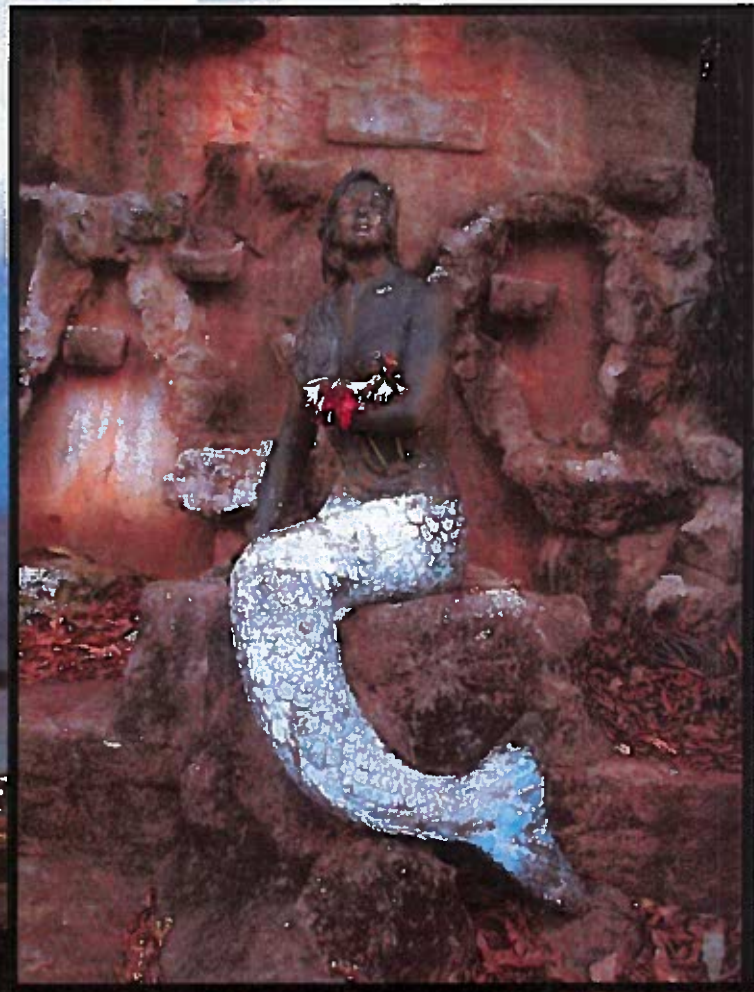
	Please Sign In. Si Yu'os Ma'ase.			Date: November 07, 2019
	First/Last Name	Affiliation	Phone	Email
1	Rolsnd Villaverde	Sen. Kelly Marsh (Taitano), Ph.D.	483-3786	roland.senatorkelly@gmail.com
2				
3				
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PROJECT DEVELOPMENT PROCESS



BUILDING STRONG®

First Annual
Hagåtña Sirena Festival

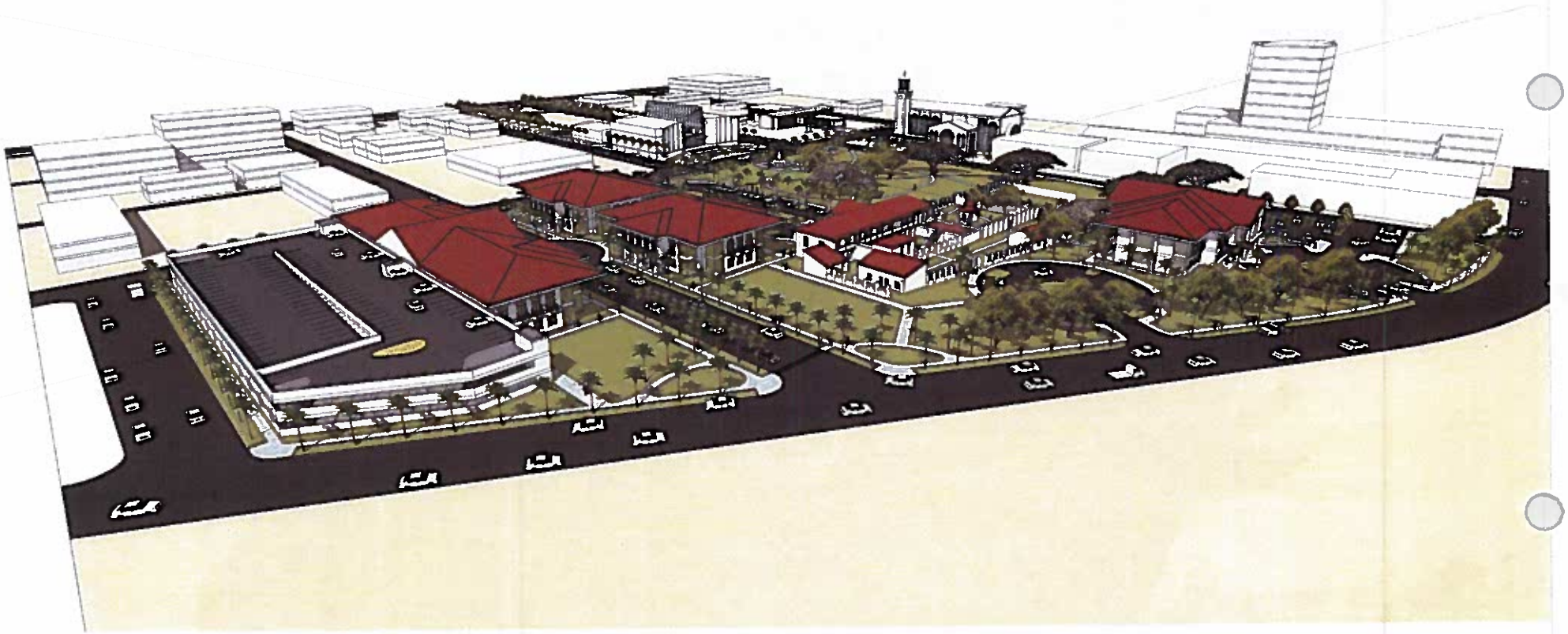


- HRRA Mission Statement:
  - Re-establish Hagåtña as the Capital City of Guam, and the governmental, cultural, and commercial heart of the island supported by vibrant residential mixed-use areas
  - The revitalization of the capital and cultural center, the "Heart of Guam" – the City of Hagåtña
  - Promote business and employment opportunities
- Event Committee: HRRA, Executive Office, BSP, Leah's Fabulous Productions
- Sponsorship: GVB, Banks, Stores, Restaurants
- Date: March 2020
- Description: Food trucks, live music, games Mr. and Ms Sirena pageant

Hagåtña May Festival



- HRRA Mission Statement:
  - Re-establish Hagåtña as the Capital City of Guam, and the governmental, cultural, and commercial heart of the island supported by vibrant residential mixed-use areas
  - The revitalization of the capital and cultural center, the "Heart of Guam" – the City of Hagåtña
  - Promote business and employment opportunities
- Event Committee: HRRA, Dept. of Agriculture, Farm to Table
- Sponsorship: GVB, Banks, Stores, Restaurants
- Date: May 2020
- Description: Food trucks, live music, games, BBQ contest, farming competitions, livestock competitions etc...



AERIAL VIEW FROM SOUTHWEST

GUAM INANGOKKON PRESERVATION INADAHI GUAHAN TRUST

SITE PERSPECTIVE-5

HAGATÑA, GUAM

MAY 1, 2015

PALACIO RECONSTRUCTION AND SITE FEASIBILITY STUDY:

SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS LAGUAÑA LLC



AERIAL VIEW FROM SOUTHEAST

GUAM INANGOKKON PRESERVATION INADAHI GUAHAN TRUST

SITE PERSPECTIVE-4

HAGATÑA, GUAM

MAY 1, 2015

PALACIO RECONSTRUCTION AND SITE FEASIBILITY STUDY:

SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS LAGUAÑA LLC



AERIAL VIEW FROM NORTHWEST

SITE PERSPECTIVE-3

HAGATÑA, GUAM

MAY 1, 2015

PALACIO RECONSTRUCTION AND SITE FEASIBILITY STUDY:

SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS LAGUAÑA LLC



AERIAL VIEW FROM NORTHEAST

GUAM INANGOKKON PRESERVATION INADAHI[illegible]JAHAN TRUST

SITE PERSPECTIVE-2

HAGATÑA, GUAM

MAY 1, 2015

PALACIO RECONSTRUCTION AND SITE FEASIBILITY STUDY:

SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS LAGUAÑA LLC

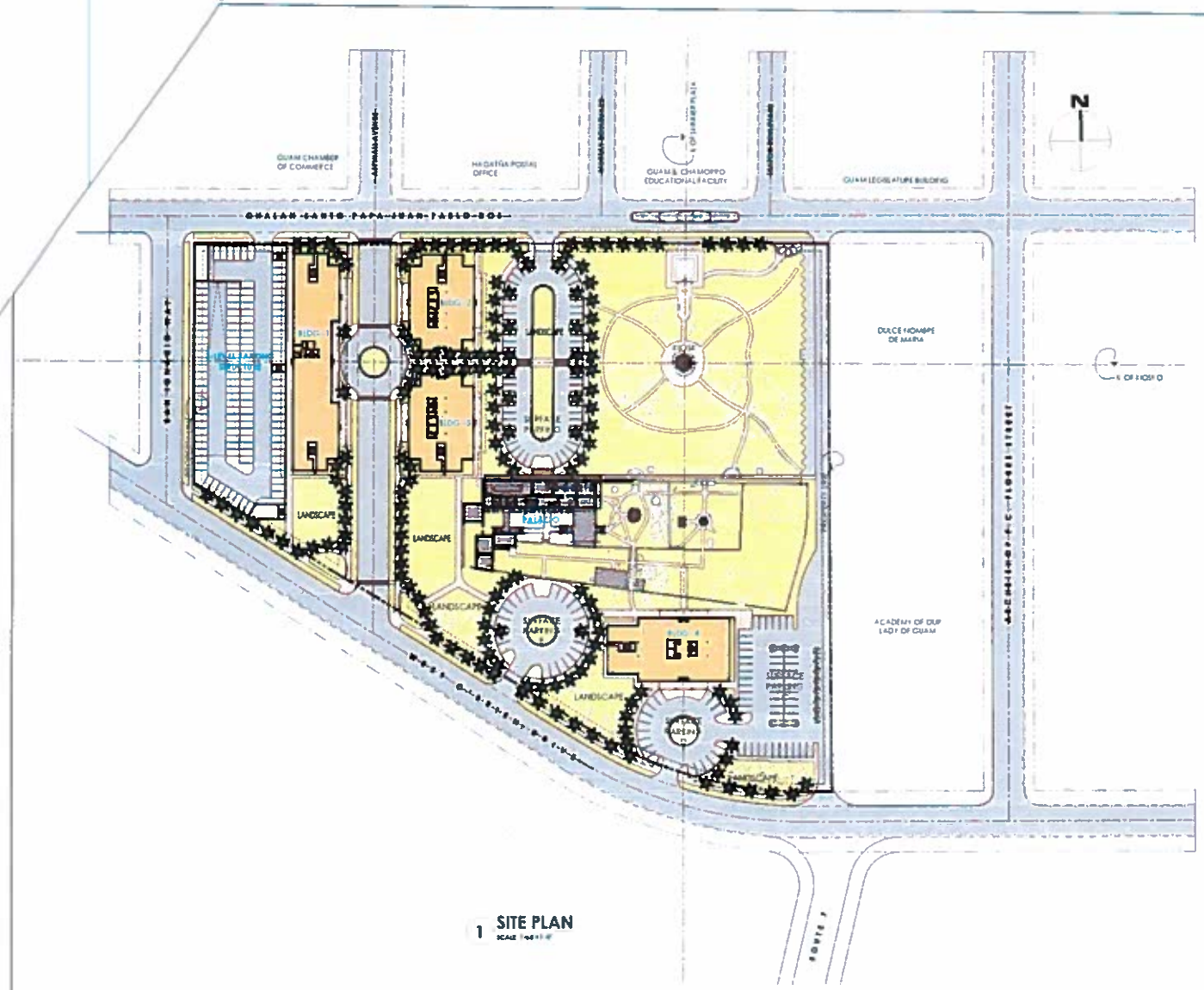


AERIAL VIEW FROM NORTH

SPECTIVE-1

PALACIO RECONSTRUCTION AND
SITE FEASIBILITY STUDY:
SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS
LAGUAÑA
LLC



1 SITE PLAN

MASTER PLAN SCHEME-3

TOTAL LAND AREA (INTERSECTING ROAD INCLUDED)	2,659,814 S.F.
(W/O INTERSECTING ROAD)	2,439,814 S.F.

BUILDING(NAME OR #)	TOTAL FLOOR	FLOOR	NET AREA	GROSS FLOOR AREA
PALACIO	2	1ST FLR. 2ND FLR	6,000 S.F 6,000 S.F	12,000 S.F
BLDG -3	2	1ST FLR 2ND FLR	11,025 S.F 9,725 S.F	20,750 S.F
BLDG 2	2	1ST FLR 2ND FLR	11,025 S.F 9,725 S.F	20,750 S.F
BLDG 1	2	1ST FLR 2ND FLR	16,350 S.F 20,410 S.F	36,760 S.F
BLDG 4	2	1ST FLR 2ND FLR	9,920 S.F 13,600 S.F	23,520 S.F
GROSS FLOOR AREA OF BUILDINGS COMBINED:				113,780 S.F.

PARKING ANALYSIS
(REQUIRED PARKING SPACE COMPUTATION)

GROSS FLOOR AREA OF BUILDINGS COMBINED / 250 =	REQUIRED PARKING SPACE(S)
113,780 SF/250 SF =	455

	LEVEL(S)	NET SPACES
SURFACE PARKING - A	-	42
SURFACE PARKING - B	-	19
SURFACE PARKING - C	-	69
SURFACE PARKING - D	-	17
PARKING STRUCTURE	3 (122+129+78)	329
GROSS PARKING SPACE(S) PROVIDED:		456

GUAM INANGOKKON PRESERVATION INADAHI GUAHAN TRUST

EXHIBIT M: SITE PLAN
HAGATÑA, GUAM
MAY 1, 2015

PALACIO RECONSTRUCTION AND SITE FEASIBILITY STUDY:
SITE CONCEPT DESIGN - SCHEME 3

ARCHITECTS LAGUAÑA LLC

HRRA-October 3, 2019 Meeting Minutes DRAFT		
Type of Meeting:	HRRA Board of Commissioners Regular Meeting	
Date:	October 3, 2019	
ATTENDANCE		
Commissioners:	Chair Maria Eugenia Leon Guerrero; Vice Chair Patty Ada; Commissioner Nick Keswani; Commissioner Carlos Madrid; Commissioner Greg Perez; Commissioner Jake Calvo	
Ex-Officio Members:	Doris Ada, Guam Visitors Bureau (GVB)	
HRRA Staff:	Lasia Casil, Executive Director; Joseph Santos	
Guests:	Roland Villaverde (Senator Marsh's office); Dan Swaverly	
TOPIC	**DISCUSSION**	**ACTION**
Call to order	Meeting was called to order at 5:15pm	Meeting was called to order at 5:15pm
Reviewing of July 25, 2019 Minutes	Commissioner Nick Keswani had commetns for July 25th meeting. He requested that all acronyms be spelled out in all minutes moving forward, and anything that has a carryover effect should be listed in the agenda items for the next meeting and any motions made and results should be listed separately rather than be buried in the discussion. His editorial comments were submitted to Executive Director for revisions.	Commissioner Nick Keswani made the motion to approve the minutes subject to amendments submitted. Commissioner Jake Calvo seconded. All approved the corrected minutes.
	Chair Leon Guerrero asked for reformatting of the minutes to be more visually discernible.	
Conversion of Pedros Plaza into Condominiums	Mr. Swaverly informed the board of a new project the conversion of Pedros Plaza into condominiums owned by 3 people on Guam, the most prominent being Ronald Su. There are structural issues that have been resolved. The developer is currently going through the proper government channels for the development and applications will be submitted within the next few weeks. Each floor will have 4 units.	
Review and Approval of September 6, 2019 Minutes	Chair Maria Leon Guerrero asked for any discussion on the minutes.	Nick Keswani made the motion that the minutes be summarized and reviewed at the next meeting. Commissioner Jake Calvo seconded and all members approved.
	Director Casil explained that when it comes to the motions she tries to be as detailed as possible, when its just discussions she tries to summarize the discussions.	
	Commissioner Nick Keswani stated that the September 6th comments come across as verbatim, word-for-word, and the context is lost. He requested that the minutes be summarized and the transcript be kept on file for anyone that wants to listen to them.	
	Commissioner Carlos Madrid clarified that he volunteered as Treasurer as opposed to being proposed by Nick and the correction of the name Omaira.	
FY 2020 Budget Summary	Executive Director Lasia Casil confirmed the creation of the new HRRA financial account and the amount of $274,732 to be deposited into the account. This amount covers the salaries of the the Director, Joseph Santos, rent for the FY2020, contractual obligations and some equipment. Still ongoing is Department of Revenue and Taxation research into how much HRRA should be receiving from the real estate improvement taxes on properties built from 1997 onwards.	

Public Law 35-1 (Property Taxes a million dollars or more)	Director Casil explained that DRT submitted 2 different amounts based upon properties above and below a million dollars. Further clarification is needed if this amount should be separated. Commissioner Nick Keswani stated that we need to look at the law and if the law is not clear then we need to seek clarification from the Attorney General.	Chair Leon Guerrero made the motion that we seek advice from the AG as to whether this million dollars or more law impacts the taxes on the buildings that are supposed to come to HRRA. Commissioner Jake Calvo seconded the motion and all voted in favor.
HRRA Staffing	Commissioner Nick Keswani asked what the role of the Administrative Officer is and the role of the current staff. Director Casil explained what the role of the AO is and the current staff is from the SCSEP program, a federal program. She is only allowed to work 20 hours a week. Commissioner Keswani asked if it is necessary to have support staff and will there be enough work for them to fill 40 hours of work?	Chair Leon Guerrero requested that the Executive Director provide a job description of the AO position for the next meeting.
HRRA Office Space	Commissioner Patty Ada questioned how long is the office space rental and why is HRRA not in Tamuning? Director Casil explained that the lease was not extended last year and the entire contents of the office were placed in temporary space at the repository. GEDA offered temporary space until HRRA receives more funding. Commissioner Keswani asked if GEDA was providing the space at no cost? Director Casil clarified that HRRA was appropriated enough funds to pay rent in the last fiscal year. HRRA is currently on a month-to-month lease which includes all amenities.	
Meetings with Senators	Director Casil met with Senator Ridgell and the meeting went well. He said that he supports city planning. Director Casil also met with Senator Perez and gave her an overview of the Hagåtña Master Plan. Commissioner Keswani suggested a group meeting with all of the Senators to make sure that none of them feel excluded.	
Letter received from Senator Marsh	Chair Leon Guerrero sent a letter thanking senator Marsh for her support and to make sure we are all on the same page and to make sure all the information about the Hagåtña Master Plan and HRRA is aligned and that there is clarification on which documents will be submitted to the Governor and Legislature for approval - The Hagåtña Master Plan, Design Guidelines, and Map Atlas. The Zoning Code is not required to be submitted for approval by the legislature. Roland Villaverde informed the board that there will be a response from Senator Marsh and she has some concerns	

Hagåtña Master Plan Contract and River Feasibility Study	Director Casil met with Larry Toves from GEDA and he explained that HRRA may not have to extend the contract with Matrix. He informed her that because the Army Corps of Engineers is going to take 2 or more years to finish the River Feasibility Study, he is considering terminating the contract and issuing another task order to complete it when they complete the study.	Commissioner Keswani requested a meeting with Larry Toves of GEDA to be set up for further clarification.
	Chair Leon Guerrero asked for clarification on the timing as there has been conflicting times of completion given.	
	Commissioner Keswani stated that he thinks it premature to end a contract that hasn't been completed. It may be more cost-efficient or cost-effective to complete the contract instead of terminate it and start another contract at a later time.	
	Joseph Santos made the recommendation that we consult with BSP on the status of the River Feasibility Study and that it takes 2-3 years to finish the study. The ACOE will need to request funding from US Congress and if funding is not approved then an alternative source will need to be found.	
	Chair Leon Guerrero asked if the ACOE is the only option to complete the study?	
	Commissioner Keswani does not think GEDA has the authority to terminate the contract if the work is not done.	
Legal Liability of any action taken by the Board of Commissioners	Director Casil reached out to legal counsel for further clarification and the board can be sued for gross negligence and breaking of the Open Government Law.	Commissioner Nick Keswani made the motion based upon the discussion on legal liabilities that the board establish from the AGs office that HRRA is legally protected and will be protected in case of legal suit brought against the board by the AGs office. Jake Calvo seconded and all members approved. The letter will be drafted and voted on at the next meeting.
	Commissioner Keswani stated that we need legal protection.	
	Chair Leon Guerrero asked if HRRA is sued who will represent us? She would feel more comfortable if the board had some type of insurance to protect the members.	
Clarification on Public Law 24-110	Director Casil submitted the law to all members for review. The law explains which documents are to be approved and submitted to Governor and Legislature for approval.	Members are to review and discuss at the next meeting.
First Annual Hagåtña Sirena Festival	Director Casil stated that one of HRRA mission is to bring back events to Hagåtña that existed prior to WWII. Sirena preserves and promotes local culture and history. This will not cost the HRRA anything. Funding will come from sponsorship . Working with GVB to identify a time when there are no competing events. This creates more activity in Hagåtña.	Chair Leon Guerrero requested that the Director put together a plan to submit to the board for approval.
	Commissioner Carlos Madrid asked if the previous festival still takes place?	
	Joseph Santos explained that it ended during the war.	

	Commissioner Carlos stated that perhaps a new event is premature and instead align with something that is prewar? Should we lobby for existing events to take place in Hagåtña? This could backfire?	
	Director Casil explained that a subcommittee of local businesses and partners will be responsible for putting on the event.	
	Commissioner Keswani proposed that GVB take the lead role of this event. The public perception and pushback will backfire on us and we will be viewed negatively.	
	Director Casil explained that she has been working with GVB for the past 5 years and that they do not take the lead on these type of events. It's not their mission to produce the events.	
	Commissioner Ada stated that part of our mission is to promote and preserve our culture.	
Agency Comments	Director Casil explained that incorporation of the comments is ongoing. Joseph Santos is working on this.	Chair Leon Guerrero requested a follow up letter from all the agencies that they have reviewed the incorporation of the comments and are satisfied with the final edit.
Sub-Committee Working Sessions	Chair Leon Guerrero was under the impression that there would be a subcommittee to review the comments.	Commissioner Nick Keswani, Commissioner Carlos Madrid and Chair Leon Guerrero volunteered and requested the Director ask Commissioner Perez if he wants to join.
	Commissioner Carlos Madrid clarified that this subcommittee would review The Map Atlas, Design Guidelines and Hagåtña Master Plan.	
	Joseph Santos stated	
	Chair Leon Guerrero req	
	Director Casil explained that the subcommittee is a break-out session in October to review the Map Atlas and Design Guideline and one in November to review the Master Plan.	
	Commissioner Keswani asked if the comments would be resolved before the first session?	
	Joseph Santos explained that the the agencies we're give all the documents and the only comments were give on the Hagåtña Master Plan.	
	Commissioner Carlos Madrid asked which institutions were involved in the creation of the Design Guidelines?	
	Joseph Santos explained that the Guam Preservation Trust and MARC agencies were the lead proponents in the creation of the document.	
	Chair Leon Guerrero asked if anyone would like to volunteer to be on the subcommittee?	

HRRA-October 3, 2019 Meeting Minutes DRAFT		
Next Meeting	Director Casil announced next meeting is November 7th, 2019.	Next meeting will take place on Thursday, November 7, 2019 at 5:00pm.
Adjournment	Chair Leon Guerrero called for adjournment at 6:37pm.	Meeting adjourned at 6:37pm

COMMENTS
NICK KESWANI
11/6/19

– Please use format from previous meetings.
– Use Agenda as Base Document and document discussions / decisions in that format

HRRA-October 3, 2019 Meeting Minutes DRAFT		
Type of Meeting:	HRRA Board of Commissioners Regular Meeting	
Date:	October 3, 2019	
ATTENDANCE		
Commissioners:	Chair Maria Eugenia Leon Guerrero; Vice Chair Patty Ada; Commissioner Nick Keswani; Commissioner Carlos Madrid; Commissioner Greg Perez; Commissioner Jake Calvo	
Ex-Officio Members:	Doris Ada, Guam Visitors Bureau (GVB)	
HRRA Staff:	Lasia Casil, Executive Director; Joseph Santos	
Guests:	Roland Villaverde (Senator Marsh's office); Dan Swaverly	
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state who he is

from the Sept 6th meeting

state source of funds

Public Law 35-1 (Property Taxes a million dollars or more)	Director Casil explained that DRT submitted 2 different amounts based upon properties above and below a million dollars. Further clarification is needed if this amount should be separated. Commissioner Nick Keswani stated that we need to look at the law and if the law is not clear then we need to seek clarification from the Attorney General.	Chair Leon Guerrero made the motion that we seek advice from the AG as to whether this million dollars or more law impacts the taxes on the buildings that are supposed to come to HRRA. Commissioner Jake Calvo seconded the motion and all voted in favor.
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Hagåtña Master Plan Contract and River Feasibility Study	Director Casil met with Larry Toves from GEDA and he explained that HRRA may not have to extend the contract with Matrix. He informed her that because the Army Corps of Engineers is going to take 2 or more years to finish the River Feasibility Study, he is considering terminating the contract and issuing another task order to complete it when they complete the study.	Commissioner Keswani requested a meeting with Larry Toves of GEDA to be set up for further clarification.
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	Commissioner Keswani stated that he thinks it premature to end a contract that hasn't been completed. It may be more cost-efficient ~~or cost-effective~~ to complete the contract instead of terminate it and start another contract at a later time.	
	Joseph Santos made the recommendation that we consult with BSP on the status of the River Feasibility Study and that it takes 2-3 years to finish the study. The ACOE will need to request funding from US Congress and if funding is not approved then an alternative source will need to be found.	
	Chair Leon Guerrero asked if the ACOE is the only option to complete the study?	
	Commissioner Keswani does not think GEDA has the authority to terminate the contract if the work is not done. without approval of the ~~Board~~ HRRA Board.	
Legal Liability of any action taken by the Board of Commissioners	Director Casil reached out to legal counsel for further clarification and the board can be sued for gross negligence and breaking of the Open Government Law. Board members	Commissioner Nick Keswani made the motion based upon the discussion on legal liabilities that the board establish from the AGs office that HRRA is legally protected and will be protected in case of legal suit brought against the board by the AGs office. Jake Calvo seconded and all members approved. The letter will be drafted and voted on at the next meeting.
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	Commissioner Ada stated that part of our mission is to promote and preserve our culture.	
Agency Comments Technical Review	Director Casil explained that incorporation of the comments is ongoing. Joseph Santos is working on this.	Chair Leon Guerrero requested a follow up letter from all the agencies that they have reviewed the incorporation of the comments and are satisfied with the final edit.
Sub-Committee Working Sessions	Chair Leon Guerrero was under the impression that there would be a subcommittee to review the comments.	Commissioner Nick Keswani, Commissioner Carlos Madrid and Chair Leon Guerrero volunteered and requested the Director ask Commissioner Perez if he wants to join.
	Commissioner Carlos Madrid clarified that this subcommittee would review The Map Atlas, Design Guidelines and Hagåtña Master Plan.	
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	Joseph Santos explained that the ~~the~~ agencies ~~we're give~~ were given all the documents and the only comments ~~were give~~ received were on the Hagåtña Master Plan.	
	Commissioner Carlos Madrid asked which institutions were involved in the creation of the Design Guidelines?	
	Joseph Santos explained that the Guam Preservation Trust and MARC agencies were the lead proponents in the creation of the document. Spell out Acronym.	
	Chair Leon Guerrero asked if anyone would like to volunteer to be on the subcommittee?	

HRRA-October 8, 2019 Meeting Minutes DRAFT		
Next Meeting	Director Casil announced next meeting is November 7th, 2019.	Next meeting will take place on Thursday, November 7, 2019 at 5:00pm.
Adjournment	Chair Leon Guerrero called for adjournment at 6:37pm.	Meeting adjourned at 6:37pm

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting Minutes DRAFT

Thursday, November 7, 2019 - 5:00pm

GEDA Conference Room, ITC Bldg., Tamuning

Agenda:		Discussion & Summary:	Action Taken:
I.	**Call to order:**	CHAIR made the call to order	Call to order was made by CHAIR at 5:09PM
II.	**Attendance:**	Board of Commissioners: Chair Maria Leon Guerrero; Vice-Chair Patty Ada; Treasurer/Carlos Madrid; Commissioner Nick Keswani; Commissioner Rita Franquez; Doris Ada/GVB; DISID-Phyllis Leon-Guerrero; Commissioner Greg Perez;	
III.	**Secretary Report:**		
	1. September 6, 2019 Minutes	DIRECTOR CASIL requested that approval of the minutes be tabled until the next meeting as they are still being reformatted.	Review and approval of the minutes has been postponed until next meeting.
	2. October 3, 2019 Minutes	C. KESWANI submitted comments and requests. C.PEREZ noted a name correction.	C. KESWANI requested that DIRECTOR CASIL reformat the minutes and use the previous format as used in the July minutes.
IV.	**Treasurer Report**	There is no treasurer report at this time.	
V.	**Old Business:**		
	1. Presentations and discussions at the board meetings by non-board members or outside interests.	C.KESWANI noted that at the last board meeting a presentation was made by an individual. He felt blindsided by the presentation and didn't know the purpose of the presentation. CHAIR: Asked if there was anything in the public notice that allowed people to speak? JOE SANTOS: This meeting is not a public hearing. Whatever is on the agenda should be the only things discussed.	Moving forward, only agenda items will be discussed during regular board meetings. If an individual or organization would like to address the Board, they must submit the request prior to the meeting for approval.
	2. HRRA dedicated funding via real estate tax improvements on properties built from 1997 onwards.	This is ongoing. DIRECTOR met with Senator San Augustin to discuss funding for HRRA. Senator San Augustin was not aware that HRRA has a dedicated funding source and will try to support our efforts to get our funding. DIRECTOR is continuing to work with Dept. Rev&Tax to asses the amount.	DIRECTOR will follow up with Senator San Augustin.
	3. HRRA support staff	Last month C.KESWANI requested the job description of the incoming HRRA support staff.	No action required.

Agenda:		Discussion & Summary:	Action Taken:
4.	**Meeting with GEDA to discuss the Matrix Design, Inc. contract and deliverables**	C. KESWANI met with GEDA (Diego Mendiola and Larry Cruz). Larry Toves was not available to meet.) The purpose of the meeting was to find out if Task Order 1 was the only task order being managed by GEDA. It was determined that they have other task others, therefore Task Order 1 can be terminated and it will not affect the IDIQ contract between GEDA and Matrix. Task Order 1 ended in June 2019. There have been no extras added and contractually, everything is ok. JOE SANTOS: Everything but Phase 7 is complete. C.MADRID: Is there anything preventing us from extending the task order is there any consideration not to do it? C.KESWANI: GEDA recommended that we not extend it. But there are other issues that have come up since our review of the document and if we need them to modify the document. My concerns are that if we take ownership of the document there are liablities. C. MADRID: Any changes made can be made by the HRRA staff and are managable? C. KESWANI: It is important that we do not take over the professional liability and modify the document ourselves. JOE SANTOS: There are no no-cost extensions. CHAIR: If we request that they come back and modify it will it cost us? JOE SANTOS: No. DIRECTOR: I do think we need the support with any changes made to this document. The only staff we have right now is Joe to work on this.	Motion was made by C.KESWANI to implement a no-cost change extension of the contract until June 2020 to allow more time to analyze what needs to be done with relation to Phase 7. VICE CHAIR ADA seconded the motion. All present voted in factor
5.	**Legal liability of HRRA**	DIRECTOR CASIL: There were questions about the legal liability of the board. I reached out to the AG's office to request a replacement for legal counsel. Deputy AG Espaldon explained that they are short of staff, however, they will try to support us as much as possible.	DIRECTOR is researching options for board insurance and report back at the next meeting.
6.	**Clarification of Law 24-110**	DIRECTOR CASIL: At the last meeting I included a copy of the law creating HRRA. If there are any questions please let me know. CHAIR suggested that everyone read the law.	No action required.
7.	**Hagåtña Festivals**		
	a) **Sirena Festival**	DIRECTOR CASIL explained the purpose of the Fair and options for executing the programs. The Governor and Lieutenant Governor support the plan. C.MADRID: I think both ideas are great, smart, and needed. My only concern is on the timing. C. KESWANI: I have serious concerns regarding the reputation of HRRA.	C. KESWANI made the point of order is there a motion that this is something we want to do? CHAIR made the motion that this is part of the mission. Seconded Vice Chair seconded the motion. Discussion was had but vote did not move forward. CHAIR made the motion to postpone this
	b) **May Fair**		

Agenda:		Discussion & Summary:	Action Taken:
8.	**Agency comments & follow up letters**	DIRECTOR stated this is ongoing. JOE SANTOS Most of the agency comments are already existing laws and I review have them organized by next meeting. Seven more agencies have submitted comments. The 2 major agencies that have major concerns with are GWA and EPA. Most of the comments provided by the agencies look they haven't reviewed it. They are generic responses. They can revise their comments or not. One question when submitted to the Governor, is have the agencies submitted comments? DIRECTOR: It has been brought to my attention a letter sent by Senator Marsh to agencies requesting the comments. I don't know which agencies or how many agencies she sent those to. C. MADRID: Isn't it the scope of this board HRRA to request and send out those letters? DIRECTOR: Yes. It's our responsibility. Furthermore, The deadline of July 15, 2019 was given by the Lieutenant Governor. CHAIR: We just need to make sure all the relevant stakeholders have reviewed and are onboard. The problem is we are not getting responses in a timely manner. C. MADRID: For the purposes of being more executive, absence of an answer when there has been a deadline, the responsibility does no longer relies on us. CHAIR: What the DIRECTOR and I are going to do is, we got 4 agencies to come back with something, in the law itself, it talks about the ex-officio agencies the HRRA needs to be conferenced with, so we're going to do a last ditch effort to reach out to those directors and say please give us feedback, if not please provide a letter stating you have reviewed and are fine with what we have. At least we can do our due diligence, they will know we did everything in our power to get comments from those agencies that are most important to our mission.	
VI.	**New Business:**		
1.	**Sub-Committee Report**		

Agenda:		Discussion & Summary:	Action Taken:
a)	**The Map Atlas**	C. MADRID: We met several times and we have some comments on the Map Atlas and the Design Guidelines. The main point is the two outstanding issues pending to be resolved are the sewage treatment and the flood channelization study. Other than that, we certainly think that the Board should have backup documentation as a statement saying the Map Atlas data June 2015 that was reviewed and approved by responsible authorities who have that capacity. How does this board that inherited the previous documents, how do we know that it really has been endorsed? Does the map dated June 2015 need to be updated to be consistent with the Hagåtña Master Plan dated August 2018? CHAIR: If we get those letters from the agencies should essentially be that? C. KESWANI: To a certain extent, but not on the Map Atlas. The last Map Atlas is dated June 2015. So I don't know if we have comments from them CHAIR: If all the agencies that are named in the law, if we are successful in getting letters from them that they reviewed the 3 items and they have no comments, thats essentially confirming it. C. MADRID: For me, it would be even if they don't respond. Once we have addressed them and given them due time for them to respond, if there is no answer that will act already as a response. C. KESWANI: Our mission what we are trying to do, is ensuare, as this board is that we already looked at it, somebody approved it and there is no future debate about whether the Map Atlas is. CHAIR: I don't know how this will go, another way we can go, is we can write to letters JOE SANTOS: Regarding the Map Atlas, Hagåtña has not changed considerably, what this is is existing conditions, they only thing that changed was the permit for the sewage treatment plant, that was granted for 5 years given in April 2019, C. KESWANI: That is why the reason why we had the map outline consistatn. Our mission, What were trying to do is ensure C. MADRID: I think the responses from the institution involved are basically what we need? C. KESWANI: If we extend the contract can we give them a change order to change the date on the map atlas? JOE SANTOS: There's only one change and that's the sewage plant issue.	
b)	**The Design Guidelines**	C. Madrid: Comments are 3 1. Correction of typos and grammatical errors, 2. Suggestions comments is, 3. Is mainly the use of the Spanish-Mission style is CHamoru-Spanish vernacular architecture. Fine-tuning. C. OMAIRA: The mission style was a style based upon a concept in California. explained the differences, the buildings were not elaborate. Guam is not Spanish-colonial architecture because the buildings are simple. Latte Stone is CHamoru. C. MADRID: Guam preservation trust has worked on this for years and they have come up with this term "CHamoru-Spanish Vernacular. C. PERRY: Was opposed to this bringing up references of latte stones, Spanish colonial style. C. MADRID: Referenced the documents provided by the Guam Preservation Trust. In the Philippines there is no Spanish-mission style. CHAIR: I think we should postpone this discussion until we can find a definition.	C.MADRID made the motion to have the Guam Preservation Trust and MARC to define the best term to apply for the architecture in Hagåtña. Should it be "Spanish-Mission Style" or "CHamoru-Spanish Vernacular". C. KESWANI seconded the motion and everyone agreed. K. C. KESWANI asked that everyone review the comments submitted by the technical review sub-committee and mark it up with comments for the next meeting.

Agenda:	Discussion & Summary:	Action Taken:
c) Next meeting to review The Hagåtña Master Plan	The technical review sub-committee created at the last board meeting will schedule a time to meet for review of the The Hagåtña Master Plan (Land Use Plan)	The committee will sidebar on the scheduling of the meeting.
2. The Hagåtña River Channelization and Watershed River Feasibility Study	DIRECTOR CASIL: This is a priority for the Governor. Flooding in Hagåtña is hindering development. DPW is the lead proponent and BSP is the contact. CHAIR: Why are these two agencies the lead on this? J.SANTOS: DPW doesn't have the staff to move it. BSP was given permission by former administration to lead this proect? The most import question is what is the timeline that we need to accomplish it? Also what is the cost of ACOE vs. private contractor conducting the study? The reality is that if we do not channelize the river, DPW does not have the expertise or man-power. One of the recommendations from the previous board was to pass an executive order creating a task force with DPW and BSP with HRRA taking the lead to work on the project. The ACOE study will take 18 months to 3 years. If we go with a private contractor then the ACOE becomes a permitting agency with the private agency requiring Federal Consistency Permit. The development of Hagåtña is at a standstill.	CHAIR proposed that everyone review materials Once we get the clarification, we should have a separate meeting. C. KESWANI requested that HRRA also give the historical perspective on this at the next meeting.
3. New Projects:		
a) Governor Manuel F. L. Guerrero Administrative Complex	DIRECTOR: The Governor wants to re-centralize the government and wants the HRRA to move forward with a project. Informational materials about the 4 projects were distributed.	C. Keswani proposed that we review the materials and discuss at the next meeting.
(1) Building 1: Three story / 47,260sf and 329 parking space garage		
(2) Building 2: Two story / 20,750sf		
(3) Building 3: Two story / 20,750sf		
b) Land Resources Building: 5 story / 49,600sf, 121 parking space garage		
c) Palasyu Restoration		
4. Guam Police Memorial	DIRECTOR: Guam Police department had approached requesting a new site for the Guam Police Memorial. They were told that the this issue would be brought up to the board. The board agreed that this is important and will.	No action required at this time.
VII. Executive Director Report	Meetings with senators are ongoing. Have met with Senator Torres, Terlaje, San Augustin. Gave a presentation to the Guam Nature Alliance.	
VIII. Announcements:	No new announcements	
IX. Next Meeting: December 5, 2019	C. PEREZ requested that we go back to the old schedule of 4pm-6pm.	The next meeting is rescheduled to start at 4:00pm instead of 5:00pm.
X. Adjournment:	CHAIR called for adjournment.	Meeting was adjourned at 6:56pm.

MISISION STYLE was an architectural movement that began in the late 19th Century for a colonial style's reinterpretation. It was inspired in colonial buildings in California. Houses were constructed in this style c.1915-23 (ARTstor Digital Library. edsart.ARTSTOR.103.41822003046016).

The Spanish **mission** and native pueblo **styles** influence **architecture** in El Paso, TX.
One of the most influential forces in the early creation of the city skyline was architect Henry C. Trost. His firm designed over 200 buildings in the city (Pearson J. *El Paso*. Great Neck Publishing; 2019:1. https://search.ebscohost.com/login.aspx?direct=true&db=prh&AN=14151556&site=eds-live. Accessed November 6, 2019).

The term MISSION STYLE was superseded by SPANISH COLONIAL ARCHITECTURE. It is a stylistic movement that surged around 1915 based on the Spanish Colonial architecture of the Spanish colonization of the Americas.

Architect Javier Galvan in his study of the Spanish legacy in the Pacific islands refers to the elements of buildings constructed during the Spanish administration of Guam as walls plastered in whit-lime in the "Spanish Style" (Galvan, 1998:61).

The pre-Spanish societies (Marianas, Caroline and Palau Islands) produced architectural expressions that are monumental, such as the *Latte Stones*. This style must remain as unique and no mixed.

The Spanish style is characterized by buildings made of stone and mortar, *mampostería* reinforced with *ifil* posts, tile roof, plain façade, wooden balconies, arched entryway (Schuetz, 1986:164-179).

The period of rejection of distinctive cultural features generated a new-historic order that in 1960s, particularly

the 1979s start of a new vernacularism all over the world (Galvan 1998:58).

THE ARCHAEOLOGY OF THE GOVERNOR'S PALACE
PLAZA DE ESPAÑA
AGAÑA, GUAM

Margith K. Schuetz

Prepared for the Department of Parks and Recreation

and the

Department of Public Works

Government of Guam

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Micronesian Area Research Center

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Mangilao, Guam

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B. The Evolution of the Spanish Governor's Palace from 1744

It is unfortunate no 18th Century documents have been located describing the main body of the 1744 Palace. Official reports reveal a new kitchen, built of *mampostería* with a tile roof, was constructed during the term of Governor Henrique Olavide (1749–56). An earthquake, which damaged the structure in 1779, doubtless necessitated repairs. Reports also tell of major renovations undertaken by Governor Manuel Muro (1794–1802). Doors were added to the main entrance and three rooms were rebuilt (Driver 2005, 37; 47; 60). He added a room, measuring 36 x 16½ feet, with walls reinforced with *ifil* posts. He appended the *Azotea* to the southeast corner of the residence and a 72-foot watchtower to the southwest corner. Apparently, the kitchen was rebuilt as well (LCM 34:1–4b). The tower served not only as an observation post to watch the bay, but also as the town clock. Each hour, read from a sundial, was announced by the tolling of a bell (Driver 2005, 60;113). Further improvements were a 142 x 9-foot wall and a corral erected behind the Palace and a hen house, roofed with tile, within the walls. All the new additions were constructed of *mampostería* (Driver 2005, 60).

The earliest description of the internal arrangement of the Palace was recorded by William Haswell, first officer of the American ship *Lydia* that put in at Guam in 1801. The two story building was partitioned into storerooms on the ground floor. The second story boasted an audience chamber, measuring nearly 100' x 40', with a 20' ceiling. Private chambers were located at each end, and a balcony, facing the bay, embellished the otherwise plain façade. The residence was well furnished and the governor set a sumptuous table for his guests (Haswell 1817, 206; 210).

The first clear illustration of the Palace is owed to Ludwig Choris, the artist with Otto von Kotzebue's 1817 voyage of scientific exploration (Plate IV.B:1). It depicts the large two story structure located between the church on the left and the presidial barracks (constructed



Plate IV.B:1. View of the Town of Agaña, 1817, showing the church, the *Palacio*, and the barracks.

in 1736) on the right. Choris rendered the balcony as a gallery supported by columns, although later descriptions described it as a balcony until much later. The overhanging gallery of the second story appears to have a lattice face affixed to the uprights. This feature apparently represents the shutters described below. The top of Muro's *Atalaya* (watchtower) is visible behind the southwest corner of the building. A horizontal line visible along the lower gallery may be a hitching rail. The south wall of the building was devoid of windows, while the north wall was provided with sliding frames set with *capiz* (*Placuna placenta*) shells (fragments of which are noted in the inventories), which took the place of glass windows (Barratt 1984, 24).

Two views of the Palace, and its relationship to contemporary structures, were drawn by members of the French scientific expedition led by Captain Louis de Freycinet in 1819. Plate IV.B:2, attributed to Alphonse Pellion, shows the residence as the second building on the right, slightly hidden behind the presidial *Cuartel* (barracks). To the left of the Palace is the



Plate IV.B:2. The principal plaza in Agaña, 1819.

Almacén, the royal warehouse constructed in 1799 during the tenure of Governor Muro. The large structure in the middle is the parochial church. Adjacent to it, at the left, is the *Colegio de San Juan de Letrán,* dating from 1779. The column in the plaza is a *mojón,* a bench mark from which all distances on the island were measured. The fenced area before it defined a cornfield. Plate IV.B:3, drawn by Jacques Arago, shows the building in greater detail. The



Plate IV.B:3. The main buildings in Agaña: church, *Almacén*, Palace, and *Cuartel*, 1819.



Plate IV.B:4. View of the garden behind the Palace, showing the watchtower.

Palace, *Almacén,* and *Cuartel* are drawn with hip roofs. In the case of the Palace, it probably represents the sixteen foot extension made by Muro and demonstrates the preference for that roof type by the royal engineer in charge of original construction, and/or alterations made to the structures. An interesting detail of Arago's observation is the discontinuity of the balcony above a windowless first story and a single arched entryway. It differs from the earlier Choris drawing of an unbroken gallery and a double, squared entryway with, probably, large windows on both sides. Arago's observation of the balcony appears to be accurate. An 1871 document relates that a lantern was hung between the two center windows, which were aligned with the channel into the harbor, to serve as a beacon (Driver 2005, 114). A rear view of the house, also drawn by Arago, documented a stepped watchtower (Plate IV.B:4).

By the 1820s, time and recurring typhoons had wreaked havoc with the residence. Upon his arrival in 1823, Governor José Ganga Herrero found the building in sorry condition.

The main problem of the building, throughout its history, was a leaking roof which rotted floor joists and rafter ends, endangering the entire building from a collapsing roof and floor. An inadequate pitch, the hip roof with its extra seams, and the reuse of old, under-fired roof tiles were primary factors in the deterioration. The poor design was exacerbated by the failure to make needed repairs in timely fashion. This was the fault of a cumbersome chain of command, the time lag involved in long distant communication with government authorities in the Philippines and New Spain, and the always penurious response of the Royal Treasury. The gravity of the problem is exemplified from a drain inserted into Governor Ganga's office "so that the water that accumulates in large amounts at the floor level would run off into the street" and repairs made "to the boards in the bathroom off the governor's office–known as the main room–because the room was about to collapse." Floors, doors, windows and pillar supports of the main body of the house needed repairs. So, too, did the *Azotea,* kitchen, and wells (Driver 2005, 84–85). Finding artisans to do the repairs was a problem, because the presidial carpenters were occupied elsewhere (PNA M10, exp.4, fols. 1–16; exp. 5, fol. 1). It is doubtful that everything needing attention was done at the time because official documents refer to more repairs undertaken in 1825 and 1829 (PNA M3, exp.16, fols.1-8b; PNA M4, exp.2, fols.1-20).

By the end of the decade the government was alarmed at the island's vulnerability to both external and internal threats. An increasing number of English ships in the Marianas was worrisome and Chamorro unrest, which came to a head with an attempted revolt in 1829, might easily flare up again. Governor Francisco Villalobos strengthened the defenses of the Palace with the construction of a large semi-circular redoubt in front of the building (Plate IV.B:5). It consisted of a moat and canon emplacements protected by pickets (AHPT, E-1-c5f; Driver 2005, 98–99). His 1835 plan of the installation (Plate IV.B:5) provides a scale, which in comparison to other measurements of the Palace itself, and the archaeological evidence, appears unreliable. Important to the discussion here, however, is his division of the ground floor of the Palace into six linear rooms of varying widths, oriented with the short axis of the

building. This generally conforms to the archaeological evidence, partially shown in (Figure IV:1) minus the east-west partitions, and the conclusions about this presented below. Villalobos' fortification was later demolished, perhaps to make way for the construction of the *Tribunal* (Town hall and jail) in 1872 (Driver 2005, 117;136–137).

By the 1840s the Spanish seat of government in the Marianas had a sad aspect. It was described as "a long building with wooden balconies, red tiles, and it is whitewashed, inside and out, the arms of Spain are conspicuous in its center. Its interior presents an air of discomfort and neglect, nearly destitute of furniture and very dirty." Governor Gregorio Santa María, writing that it did not deserve the name *Palacio,* observed: "To the rear and to one side, there is a large orchard which, quite appropriately, includes a garden, an indication of earlier times of great abundance" (Driver 2005, 101-102, respectively).

An earthquake in 1849 damaged the building (Driver and Brunal-Perry 1996b, 71). A report filed in 1852 simply inventories the "*Casa Real* with its cistern, belvedere, *batalán*, and kitchen of stone and mortar and roofed with tile" (PNA M17, exp. 8, fols. 1-5). An appraisal, drawn up by master carpenters and masons the following year, provides both exterior and interior dimensions. The house itself (without the appendages) measured 147' 2" on the outside and 141' 6" by 28' 4" on the inside. The height was given as 16' 6". The evaluation of the property, including appendages, was 8,300 *pesos* (PNA M17, exp.12, fols.1-3).

Successive governors were still having to put up with the indignities and inconveniences caused by the leaking roof. It reached a point in 1872 that Governor Luis Ibáñez was forced to construct a framework with coconut thatching over the tile roof in a vain attempt to stop the leaks. Further deterioration, caused by another typhoon in 1873, led to re-roofing with what tiles were salvageable from the Palace and the *Casa Real* in Umatac, which had also been damaged (PNA C1, exp.6, fols. 1–13; Driver 2005, 117;120). It appears likely the framing for the roof was lowered at this time from its former lofty height because a decade later it was only nine feet.

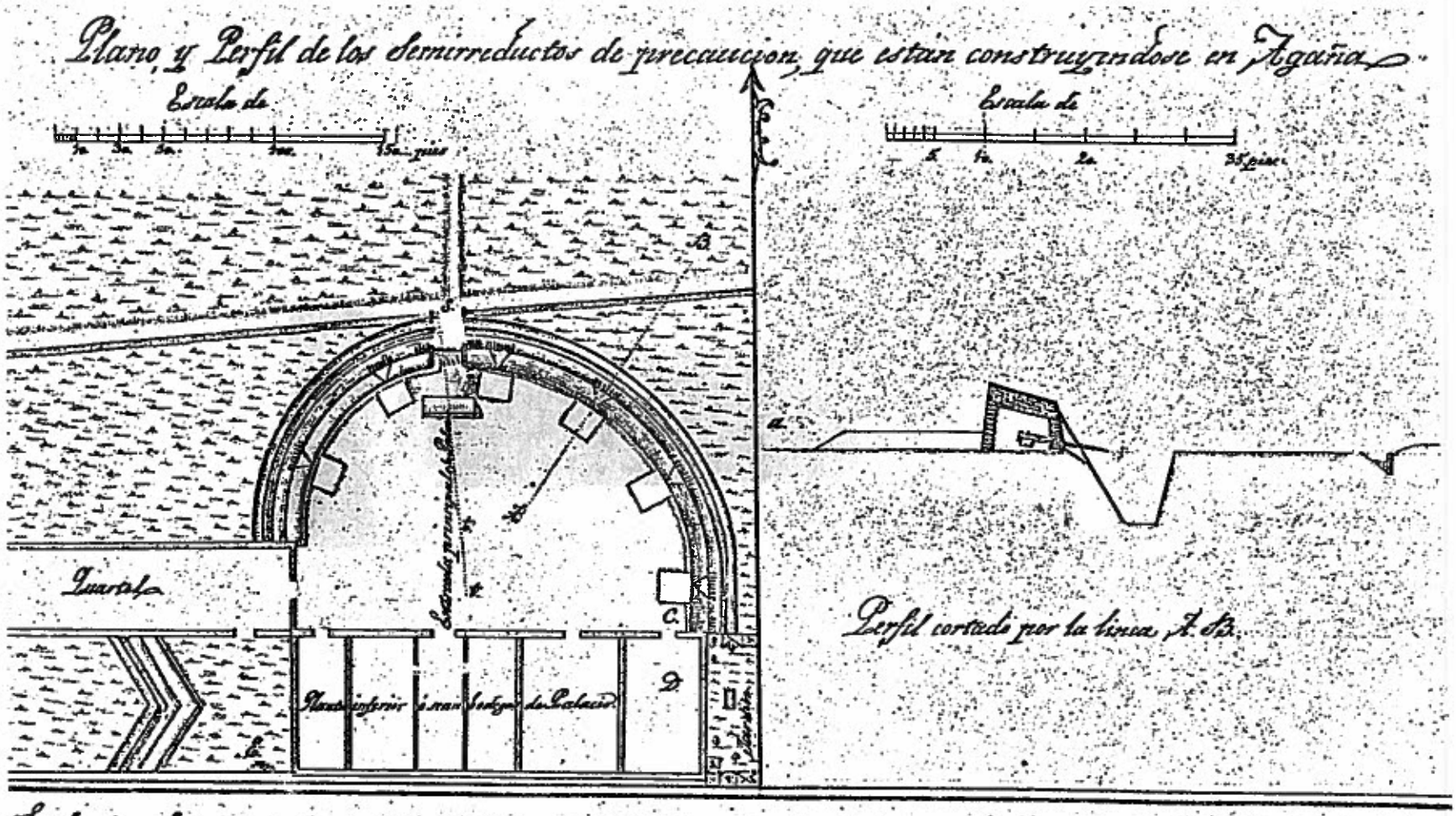


Plate IV.B:5. The circular redoubt in front of the Palace was enclosed by a moat. There were artillery emplacements to protect it from assaults, 1835.

Such stop-gap measures were inadequate. In 1882 the east end of the building was actually collapsing, as post supports began to give way, causing partition walls to buckle from the weight. Master masons and carpenters (Pangelinan, Salas, Aflagüe, and León Guerrero) advised that immediate repairs, at an estimated cost of 4,550 *pesos*, be made, or the structure be demolished and rebuilt. In the meantime, the eastern portion of the Palace had to be abandoned (PNA M29, exp.16, fols.1–5; Driver 2005, 124–25). While funds for the repairs were awaited from Manila, the ceilings were propped up with so many posts that Governor Francisco Olive complained "the place looks like a jungle" (Olive 1984, 61). His, and his predecessors' observations are well supported by the archaeological evidence of numerous postholes around the walls and the centers of Rooms 1–4.

It was during the residency of Governor Olive that documents first reveal the building (now called the *Casa Real* or *Casa Gobierno*) was serving not only as his residence and office, but also housed the office of the commandant of the Presidio (Driver 2005,134). The commandant's move from the Presidio, whenever that was effected, probably necessitated laying the wooden floors in the downstairs rooms and cutting exterior doors into the north wall—features revealed in the excavation.

An estimate for repairs, which was more than half the value of the building thirty years earlier, must have struck the Bureau of Public Works in Manila as excessive. They dispatched Military Engineer Eduardo Cañizares to Guam to investigate. In his report on the condition of the Government House, Cañizares states it was 154 feet long, 39 feet wide. Each story was 9 feet in height. He noted the *mampostería* was reinforced with *ifil* posts. Second story rooms and two on the ground floor, used as offices, had wooden floors. The others were paved with flagstone. A gallery, shaded with sliding wood shutters inset with *capiz* shell, wrapped around the building, except for the west end. The engineer's estimate of 4,800 *pesos* for repairs was in line with that submitted two years earlier (Driver 1974, 16–21). Note that the Cañizares description is the first using the term "gallery" instead of "balcony." This points to the insertion of supporting columns sometime prior to his visit.

The Bureau of Public Works in Manila still vacillated. The ceiling height of the principal floor (second story), indicated in Cañizares' report, was inappropriately low for such an important public building. Perhaps the upper story should be elevated (PNA M20, exp.82, fols. 1–2). In May 1887, Master Engineer Victoriano Berrio submitted plans for a new *Casa Gobierno* with an estimated cost of 16,000 *pesos*. His plan was rejected on grounds of its dimensions, lay out, and lack of esthetic appeal (PNA C1, exp.14, fols.1–15).

Within the ensuing year and a half the old Palace was demolished. On February 25, 1888, Father Aniceto Ibáñez del Carmen made the following entry in his diary: "On February 25th, I blessed the first stone of the *Casa Gobierno,* which is about to be rebuilt a *fundamentis*, because the old one was in very poor condition and did not have a foundation." A year later the new structure was finished. "On December 24th, I blessed the *Casa Gobierno* and, on the 25th, a mass was said and a *Te Deum* sung as an act of thanksgiving for its having been completed without mishap" (Ibáñez del Carmen and Resano 1998, 92;96). In fact, Father Ibáñez' notation of the structure built without a foundation appears to be upheld by the archaeology. There was no evidence of trenches dug for the walls we exposed.

Even though he had a new house, the governor had the old problem of a leaky roof. Governor Luis Santos complained, in 1891, that it was leaking through to the ground floor. The problem stemmed from old tile having been used in the reconstruction. It should be replaced with galvanized iron, according to the consulting masons and carpenters (PNA M29, exp.19, fols.1–3). The governors' repeated pleas for a new metal roof over the ensuing years fell on deaf ears, despite the fact that two typhoons exacerbated the problem and documents and archives were being lost because of the humidity (PNA M22, exp.32, fols.1–4; M29, exp.21, fols.1–3; exp. 23, fols.1–8; exp.25, fols.1–3). The *Casa Gobierno* was not to get its metal roof until the American Period.

The appearance and size of the government Palace during the 18th Century, are unknown from documents located thus far. It may originally have been a smaller structure than

the one described from 1802 on. The number of unexplained walls, which seemingly bear no relation to each other found in the western half of the excavation, suggest they belong to an early building phase, which, so far, defies interpretation.

Under the description of Unit 35, was the north-south wall which had the appearance of once serving as an end, or load-bearing wall (Figure II:4). There is the unexplained Feature E, in the combined Units 36 and 37, that looks like a possible catchment basin for a roof down-spout. The problem is that it is within the building, as we can define it. Two pieces of data should be considered in pondering this feature and the partition walls. In 1823, Governor *don* José de Ganga Herrero had minor repairs made to his new residence and a few improvements added outside the dwelling, including the construction of a *mampostería* trough next to the wall and a path of stone and *cascajo* laid between the well and the kitchen stairs (PNA M10, exp.4, fols.1–16). Assuming the kitchen and *batalán* were situated as an ell off the southwest-ern end of the house at this time, as they were at the end of the colonial period, then we might try to correlate one of the exposed foundations, as the walk in question and Feature E as the trough. Both historical and archaeological evidence mitigate against such a link. First of all, there is no evidence of a well around Feature E and a filled-in well would be highly visible. The second consideration is that all the evidence demonstrated that, at this late date, the Palace had attained its 147–foot length and was located exactly as the Americans found it in 1898. A bit of information left by Governor Ibáñez in 1871 might have some bearing on the excavated partition footings. In describing the *Compañía de Dotación*, he noted their weapons were stored in racks in compartments on the ground floor of the Palace, the key to which was kept by the governor (Ibáñez y García 1992, 126). Some of our "walls" might possibly have been raised platforms to keep guns and ammunition off damp floors.

The building sequence of the 19th Century can pretty well be substantiated by the archaeological findings. The weight of historic documentation suggests the exterior dimen-sions of the *Casa Gobierno* did not change from the time Governor Muro made a 16½–foot

addition to the structure, between 1794 and 1802, until its occupation by the American Naval Government. The first measurements from documents, dated 1853 and 1871, agree on a length of 53 *varas* (147.2 feet), a width of 12½ *varas* (34' 2"), and a height of 6 *varas* (16' 6"). Haswell's obvious guess of an audience chamber 100 feet long, 40 feet wide, and 20 feet high is, therefore, not unreasonable. A room of that length would still have allowed for rooms at either end of about 20-foot width. Cañizares' measurements of 47 meters (154 feet) by 12 meters (39 feet) is the only one that does not jibe. Two other bits of evidence reinforce the earlier observations. Figure IV:1 shows the two-thirds of the building exposed in the excavations and indicates the probable partitioning at the time the Naval Government took command of it. It will be seen that the midpoint of the building, according to the 1853 measurement, falls in the center of the main entrance, if we include the east gallery. The east end wall is 34' 6", if we exclude the *Azotea* wall to which it is attached. And lastly, a second floor plan of the building, measured by the navy just before Guam was invaded by the Japanese in 1941, gives an overall length of 152' 5" or 146' 5", if we discount the east gallery (see Appendix Drawing 1) The implication is that the rebuilding that occurred in 1888 utilized the original exterior wall footings. Archaeology appears to confirm this. All the footings show reuse of building materials with broken roof tiles, *ladrillos,* and faceted slabs of limestone (usually reserved for corners or reinforcing door and window openings) embedded in them (some of these are indicated in Figures II:1 through II:4).

If we can take the Villalobos plan at face value (Plate IV.B:5), the ground floor in 1835 was divided into six linear rooms, their long axes oriented north and south. The doubling of the rooms by the addition of the east-west middle wall should then pertain to the 1889 reconstruction of the building.

To return to Figure IV:1, we present the Spanish *Casa Gobierno* as it appeared in 1898, according to our interpretation of the site. Rooms 1 and 2 had dimensions of 22' 3" by 12' 10" (8 by 4½ *varas)* and 22' 3" by 16' 5" (8 by 6 *varas*), respectively. Since later cement floors have

been added, we cannot determine the construction or elevations of the originals. The northeast room had an exterior door on the north side that probably measured 1¾ *varas* (3 feet) with framing.

Rooms 3 and 4 measured 28 feet by 12' 10" (10 by 4½ *varas*) and 18 feet by 16' 5" (10 by 6 *varas*), respectively. The outer room had a north door with a probable width of 2½ *varas* (5' 6") with framing. The limestone slab mortared to the top of the stone pedestal in the inner room possibly indicates its flooring and may be the "flagstone" of the Cañizares report. If this is the case, the elevation of this room was approximately 11' 5". The outer room had a wooden floor constructed by seating the joists into a bed of plaster. The joists were oriented with the width of the room, the boards with the length. The elevation of this floor was approximately 11' 9". This substantiates Cañizares' notation of wooden floors in two ground-level rooms that functioned as offices.

Additional features of these four rooms were large *ifil* posts set on pedestals; two in each of the larger rooms, single ones in the smaller. The bottoms of these posts, preserved in Room 4, were 9" x 9" square. Those in Rooms 1 and 2 had posts of 5" x 5" and 6" x 6", which, perhaps, were changed during the 20th Century. The *mampostería* pedestals in Room 3 measured about 47" x 47", those in Room 4 about 24" x 28". They were constructed on top of limestone slabs, deeply seated into the sand stratum at a depth of almost 5 feet below grade (el.7' 6½"). These features may have replaced the original post supports that gave way, causing the extensive damage to the eastern half of the building in 1882. These were built to last another one hundred and thirty-eight years!

The western portion of the building has undergone so many changes that it is difficult to determine what was above grade in the 19th Century. However, I think we are on fairly safe ground in identifying four rooms of late colonial occupancy. Rooms 5 and 6 are now partially covered by the eight-foot walk running north-south through the site. The western halves were uncovered in Units 34 and 35 and the north wall trench featured in Figure II:4. The northern

room, which was only partially excavated, has the principal entrance to the building, which, with framing, may have been 2⅓ *varas* wide (about 6' 4"). The surface was found 14½ inches below grade (el.11' 8½"). The length of these two rooms was determined from the first cross-wall located in Unit 35. It provided lengths of about 22' 9" (8¼ *varas*), a size in keeping with those of the eastern half of the building.

Rooms 7 and 8 are extrapolated from the distance between the west wall described above and the one uncovered at the western edge of Unit 37 (Figure II:4), thus skipping over two partitions. In so doing, we have an additional set of rooms with 20' 5" lengths (7⅓ *varas*). All traces of *in situ* flooring in this part of the building were destroyed in the 1940s.

In totaling the rooms thus considered, a distance of approximately thirty-six feet is unaccounted for of the 147-foot length. This would allow an additional two rooms per rank, measuring about 15 feet each or one large room of 32 or 33 feet (12 *varas*). This room, or rooms, extends under the street (see Figure I:1). Note that, by ignoring the east-west partitions doubling the number of rooms, we have the number portrayed in the Villalobos plate.

Wrapped around three sides of the building were upper floor galleries overhanging first story porches. Along the south wall, the supporting posts for the gallery were set about eight feet apart on square pads of *mampostería*. Assuming the posts were seated in the centers by the pads, it would allow a walk of about three feet in width. The postholes along the edge of the walk at the east end of the building mark the location of the posts, set on approximately seven-foot centers, at that end. These excavated postholes reveal what appear to be faceted blocks of stone underlying the modern retaining wall. They may be an earlier retaining wall to keep that end of the porch from flooding. The addition of the cement floor prevented our uncovering the foundations for the posts. However, we appear to have a satisfactory clue as to the elevation of the colonial porch. In excavating out a break in the concrete floor at the corner of the *Azotea* flagstones were found *in situ* 14¼ inches below the floor (Feature E in Unit 1, Figure II:1). This converts to an approximate elevation of 10' 2¾". The porch, therefore,

would have been a generous foot below the elevation of the south rooms, which we have estimated at 11' 5". Early descriptions of the Palace indicate the front gallery, such a prominent feature of the *façade* during the 20th Century, was converted from the original balcony. Since the line of posts is now under the walk, these were not uncovered, although their spacing would be simple to figure from the many extant photographs.

Apart from the mention of two center windows, where a lantern was suspended to serve as a beacon in 1871, there is no documentary mention of fenestration on the *façade*. Pellion's 1819 sketch suggests high windows at the ground level (Plate IV.B:2), but, since throughout most of its colonial history the ground floor served as storerooms, the possibility can be dismissed, especially since Arago's shows none in the ground floor wall. The latter drawing shows ten windows in the upper story (Plate IV.B:3).

Arago's sketch further illustrates a single arched entryway at the center of the building. This brings to mind the curious statement that, among his other improvements, Governor Muro added doors to the main entrance (Driver 2005, 60). It is only in the list of improvements made by Governor Ganga (1823–26) that there is mention of a two-shutter window placed over the stairwell (Driver 2005, 85). This implies an interior stairwell, which was probably located where it is shown in the Appendix, Photo 1. All evidence of this was likely destroyed in laying the modern concrete walk, bisecting the building, and the adjacent concrete pad shown in Figure I:1. The location of the stairwell suggests the original entryway was without doors because it led into a broad hall leading to the stairs that accessed the office and living quarters of the governor.

It is appropriate here to give some consideration to building materials used by the Spaniards and certain techniques of construction. Building with rubble stone and mortar, or *mamposteria,* was a typical medium in areas where good stone for cutting was lacking, or a paucity of masons made such construction unfeasible. The rubble stone (in this case reef limestone) was bonded with a mortar made of sand and slaked lime. Faceted stones were reserved

for structural points of stress: corners, door, and window openings. The reinforcement of *mampostería* walls with *ifil* may have been standard practice in the Philippines and other Spanish areas in the Pacific. So far as I know, the technique was not used in New Spain. The Palace foundations showed that wherever large *ifil* poles (diameters of 12 or 14 inches) were incorporated into the *mampostería*, they were set on faceted limestone blocks for greater stability (see Unit 40A2 and A3, Figure II:2, for example). The stone pedestals, seating the 9" x 9" *ifil* posts used to help span the ceilings in Room 4 (Figure IV:1), were likewise stabilized with solid foundation blocks. The technique of corner notching to seat door jambs and sills was another technique of construction I had not previously encountered (see Unit 10B and Unit 13A, Figure II:1).

The use of both wooden flooring and flagstones was recorded in 19th Century descriptions. Our evidence for wooden flooring in two rooms demonstrates a technique of laying joists into a bed of mortar. The limestone block mortared to the top of a pedestal in Unit 17 (see Feature Q, Figure II:2) may be an example of the "flagstone" observed in the previous century, although the corner notch suggests it was originally cut for a door opening and reused atop the pedestal at a later date. Other limestone blocks were uncovered in Feature D, Unit 1 (Figure II:1), although these lay outside the building itself. Since these were the only stones found in the site suitable for paving, I suggest this was the type of floor referred to. Another type of flooring, not mentioned in any contemporary source recovered so far, is suggested by *ladrillo* found in the site. These large flat bricks, although sometimes used over narrowly spaced joists to provide a ceiling, were commonly used as pavers. The one whole specimen found, measuring 10½" x 5½" x 1¼", is typical of the size. It is possible, of course, they may have been used in the construction of partition walls, but there is no evidence for this. Broken pieces are mortared into the foundations, but so are pieces of roofing tile. There was evidence of a very thin layer of compacted soil directly overlying the sand level, but nowhere did we encounter the compacted dirt floors finished with coats of lime plaster found in New World Spanish sites.

Throughout the colonial period, the Palace was roofed with ceramic tile. In fact, it was this roofing, applied to a gable of insufficient height to shed water rapidly, that caused the deterioration of the building. There is considerable variation in the tile, which is expectable, since some tiles were manufactured locally and others were imported. The first tiles used came from Manila, but governor *don* Mariano Tobías (1771–74), in his attempts at improving the economy of Guam, brought in carpenters and blacksmiths to teach their trades to the natives. It was during his administration also that they learned to make lime and bricks and the craft of masonry (Carano and Sanchez 1964, 108–09). Tobías's attempts at self-sufficiency must have been largely unsuccessful, because eighty years later, Governor *don* Felipe de la Corte (1855–66) complained that there were no carpenters or blacksmiths (ibid, 156). At the same time, however, he noted the fairly extensive use of tile roofs on the houses in Agaña (Corte 1971, 27; 59). Governor Ibáñez, in his request for a new roof in 1871, suggested the tiles be replaced from Manila, because of the inferior quality of those produced locally (PNA C1, exp. 6, fols. 1–13). A decade later, Governor Olive noted how costly new tiles would be, because they were no longer being made locally (Olive 1984, 62). This, apparently, was in the nature of a white lie, because Engineer Cañizares, in the same year, also noted the cost of importing tile, but apparently, considered it a necessary expense, because the Presidio was manufacturing it only on a small scale (Driver 1974, 17).

Windows in the Governor's Palace were shut with sliding wood panels set with either louvers or small panes of *capiz* shell. A few pieces of these panes recovered from the site indicate squares measuring 2⅝ inches.

Apart from square nails and spikes, described in Part III, only one forged piece of hardware can be equated with the building itself, and that is the door or gate latch illustrated in Plate III:12. Either the hardware was imported from Manila, or made at the Presidio, the source of most skilled laborers who worked on the building from time to time.

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting Minutes

Thursday, November 7, 2019 - 5:00pm

GEDA Conference Room, ITC Bldg., Tamuning

Agenda:		Discussion & Summary:	Action Taken:
I.	**Call to order:**	Chair Leon Guerrero: made the call to order	Call to order was made by Chair Leon Guerrero: at 5:09PM
II.	**Attendance:**	Chair Leon Guerrero: Maria Leon Guerrero; Vice-Chair Leon Guerrero: Patty Ada; Treasurer/Carlos Madrid; C. Keswani:; Commissioner Rita Franquez; Doris Ada/GVB; DISID-Phyllis Leon-Guerrero; Commissioner Greg Perez;	
	Commissioners:	Chair: Maria Eugenio Leon Guerrero; Vice Chair Patt Ada; Commissioner Nanik P. Keswani; Commissioner Greg Perez, Commissioner Rita Franquez; Treasurer Carlos Madrid	
	Ex-Officio Members:	DISID Director Phyliss Leon Guerrero; DPW Administrator Walter Leon Guerrero; GVB Doris Ada; MARC Omaira Brunal Perry	
	HRRA Staff:	Executive Director Lasia Casil; Joe Santos	
	Guests:	Roland Villaverde (Senator Marsh's office);	
III.	**Secretary Report:**		
	1. September 6, 2019 Minutes	Director Casil: requested that approval of the minutes be tabled until the next meeting as they are still being reformatted.	Review and approval of the minutes has been postponed until next meeting.
	2. October 3, 2019 Minutes	C. Keswani: submitted comments and requests. C.PEREZ noted a name correction.	C. Keswani: requested that Director Casil: reformat the minutes and use the previous format as used in the July minutes.
IV.	**Treasurer Report**	There is no treasurer report at this time.	
V.	**Old Business:**		
	1. Presentations and discussions at the board meetings by non-board members or outside interests.	C.Keswani noted that at the last board meeting a presentation was made by an individual. He felt blindsided by the presentation and didn't know the purpose of the presentation. Chair Leon Guerrero: : Asked if there was anything in the public notice that allowed people to speak? JOE SANTOS: This meeting is not a public hearing. Whatever is on the agenda should be the only things discussed.	Moving forward, only agenda items will be discussed during regular board meetings. If an individual or organization would like to address the Board, they must submit the request prior to the meeting for approval.
	2. HRRA dedicated funding via real estate tax improvements on properties built from 1997 onwards.	This is ongoing. Director Casil met with Senator San Augustin to discuss funding for HRRA. Senator San Augustin was not aware that HRRA has a dedicated funding source and will try to support our efforts to get our funding. DIRECTOR is continuing to work with Dept. Rev&Tax to asses the amount.	Director Casil will follow up with Senator San Augustin.
	3. HRRA support staff	Last month C.KESWANI requested the job description of the incoming HRRA support staff.	No action required.

Agenda:		Discussion & Summary:	Action Taken:
4.	**Meeting with GEDA to discuss the Matrix Design, Inc. contract and deliverables**	C. Keswani: met with GEDA (Diego Mendiola and Larry Cruz). Larry Toves was not available to meet.) The purpose of the meeting was to find out if Task Order 1 was the only task order being managed by GEDA. It was determined that they have other task others, therefore Task Order 1 can be terminated and it will not affect the IDIQ contract between GEDA and Matrix. Task Order 1 ended in June 2019. There have been no extras added and contractually, everything is ok. JOE SANTOS: Everything but Phase 7 is complete. C.MADRID: Is there anything preventing us from extending the task order is there any consideration not to do it? C.KESWANI: GEDA recommended that we not extend it. But there are other issues that have come up since our review of the document and if we need them to modify the document. My concerns are that if we take ownership of the document there are liablities. C. Madrid: : Any changes made can be made by the HRRA staff and are managable? C. Keswani:: It is important that we do not take over the professional liability and modify the document ourselves. JOE SANTOS: There are no no-cost extensions. Chair Leon Guerrero: : If we request that they come back and modify it will it cost us? JOE SANTOS: No. DIRECTOR: I do think we need the support with any changes made to this document. The only staff we have right now is Joe to work on this.	Motion was made by C.Keswani to implement a no-cost change extension of the contract until June 2020 to allow more time to analyze what needs to be done with relation to Phase 7. VICE Chair Ada: ADA seconded the motion. All present voted in factor
5.	**Legal liability of HRRA**	Director Casil:: There were questions about the legal liability of the board. I reached out to the AG's office to request a replacement for legal counsel. Deputy AG Espaldon explained that they are short of staff, however, they will try to support us as much as possible.	Director Casil is researching options for board insurance and report back at the next meeting.
6.	**Clarification of Law 24-110**	Director Casil:: At the last meeting I included a copy of the law creating HRRA. If there are any questions please let me know. Chair Leon Guerrero: suggested that everyone read the law.	No action required.
7.	**Hagåtña Festivals**		
	a) **Sirena Festival**	Director Casil: explained the purpose of the Fair and options for executing the programs. The Governor and Lieutenant Governor support the plan. C.Madrid: I think both ideas are great, smart, and needed. My only concern is on the timing. C. Keswani:: I have serious concerns regarding the reputation of HRRA.	C. Keswani: made the point of order is there a motion that this is something we want to do?Chair Leon Guerrero: made the motion that this is part of the mission. Seconded Vice Chair Ada: seconded the motion. Discussion was had but vote did not move forward. Chair Leon Guerrero: made the motion to postpone this
	b) **May Fair**		
8.	**Agency comments & follow up letters**	Director Casil: stated this is ongoing.	

Agenda:	Discussion & Summary:	Action Taken:
	Joe Santos: Most of the agency comments are already existing laws and I review have them organized by next meeting. Seven more agencies have submitted comments. The 2 major agencies that have major concerns with are GWA and EPA. Most of the comments provided by the agencies look they haven't reviewed it. They are generic responses. They can revise their comments or not. One question when submitted to the Governor, is have the agencies submitted comments? Director Casil: It has been brought to my attention a letter sent by Senator Marsh to agencies requesting the comments. I don't know which agencies or how many agencies she sent those to. C. Madrid: : Isn't it the scope of this board HRRA to request and send out those letters? Director Casil: Yes. It's our responsibility. Furthermore, The deadline of July 15, 2019 was given by the Lieutenant Governor. Chair Leon Guerrero: : We just need to make sure all the relevant stakeholders have reviewed and are onboard. The problem is we are not getting responses in a timely manner. C. Madrid: : For the purposes of being more executive, absence of an answer when there has been a deadline, the responsibility does no longer relies on us. Chair Leon Guerrero: : What the Director and I are going to do is, we got 4 agencies to come back with something, in the law itself, it talks about the ex-officio agencies the HRRA needs to be concerned with, so we're going to do a last ditch effort to reach out to those directors and say please give us feedback, if not please provide a letter stating you have reviewed and are fine with what we have. At least we can do our due diligence, they will know we did everything in our power to get comments from those agencies that are most important to our mission.	
VI. New Business: **1. Sub-Committee Report** **a) The Map Atlas**	C. Madrid: : We met several times and we have some comments on the Map Atlas and the Design Guidelines. The main point is the two outstanding issues pending to be resolved are the sewage treatment and the flood channelization study. Other than that, we certainly think that the Board should have backup documentation as a statement saying the Map Atlas data June 2015 that was reviewed and approved by responsible authorities who have that capacity. How does this board that inherited the previous documents, how do we know that it really has been endorsed? Does the map dated June 2015 need to be updated to be consistent with the Hagåtña Master Plan dated August 2018? Chair Leon Guerrero: : If we get those letters from the agencies should essentially be that? C. Keswani:: To a certain extent, but not on the Map Atlas. The last Map Atlas is dated June 2015. So I don't know if we have comments from them Chair Leon Guerrero: : If all the agencies that are named in the law, if we are successful in getting letters from them that they reviewed the 3 items and they have no comments, thats essentially confirming it.	

Agenda:	Discussion & Summary:	Action Taken:
	C. Madrid: : For me, it would be even if they don't respond. Once we have addressed them and given them due time for them to respond, if there is no answer that will act already as a response. C. Keswani:: Our mission what we are trying to do, is ensure, as this board is that we already looked at it, somebody approved it and there is no future debate about whether the Map Atlas is. Chair Leon Guerrero: : I don't know how this will go, another way we can go, is we can write to letters Joe Santos: Regarding the Map Atlas, Hagåtña has not changed considerably, what this is is existing conditions, the only thing that changed was the permit for the sewage treatment plant, that was granted for 5 years given in April 2019, C. Keswani:: That is why the reason why we had the map outline consistent. Our mission, What were trying to do is ensure C. Madrid: : I think the responses from the institution involved are basically what we need? C. Keswani:: If we extend the contract can we give them a change order to change the date on the map atlas? Joe Santos: There's only one change and that's the sewage plant issue.	
b) **The Design Guidelines**	C. Madrid: : Comments are 3 1. Correction of typos and grammatical errors, 2. Suggestions comments is, 3. Is mainly the use of the Spanish-Mission style is CHamoru-Spanish vernacular architecture. Fine-tuning. C. OMAIRA: The mission style was a style based upon a concept in California. explained the differences, the buildings were not elaborate. Guam is not Spanish-colonial architecture because the buildings are simple. Latte Stone is CHamoru. C. Madrid: : Guam preservation trust has worked on this for years and they have come up with this term "CHamoru-Spanish Vernacular. C. PERRY: Was opposed to this bringing up references of latte stones, Spanish colonial style. C. Madrid: : Referenced the documents provided by the Guam Preservation Trust. In the Philippines there is no Spanish-mission style. Chair Leon Guerrero: : I think we should postpone this discussion until we can find a definition.	C.Madrid made the motion to have the Guam Preservation Trust and MARC to define the best term to apply for the architecture in Hagåtña. Should it be "Spanish-Mission Style" or "CHamoru-Spanish Vernacular". C. Keswani: seconded the motion and everyone agreed. K. C. Keswani: asked that everyone review the comments submitted by the technical review sub-committee and mark it up with comments for the next meeting.

Agenda:	Discussion & Summary:	Action Taken:
c) **Next meeting to review The Hagåtña Master Plan**	The technical review sub-committee created at the last board meeting will schedule a time to meet for review of the The Hagåtña Master Plan (Land Use Plan)	The committee will sidebar on the scheduling of the meeting.
2. **The Hagåtña River Channelization and Watershed River Feasibility Study**	Director Casil: This is a priority for the Governor. Flooding in Hagåtña is hindering development. DPW is the lead proponent and BSP is the contact.	Chair Leon Guerrero: proposed that everyone review materials Once we get the clarification, we should have a separate meeting. C. Keswani: requested that HRRA also give the historical perspective on this at the next meeting.
	Chair Leon Guerrero: : Why are these two agencies the lead on this?	
	Joe Santos: DPW doesn't have the staff to move it. BSP was given permission by former administration to lead this proect? The most import question is what is the timeline that we need to accomplish it? Also what is the cost of ACOE vs. private contractor conducting the study? The reality is that if we do not channelize the river, DPW does not have the expertise or man-power. One of the recommendations from the previous board was to pass an executive order creating a task force with DPW and BSP with HRRA taking the lead to work on the project. The ACOE study will take 18 months to 3 years. If we go with a private contractor then the ACOE becomes a permitting agency with the private agency requiring Federal Consistency Permit. The development of Hagåtña is at a standstill.	
3. **New Projects:**		
a) **Governor Manuel F. L. Guerrero Administrative Complex**	Director Casil: The Governor wants to re-centralize the government and wants the HRRA to move forward with a project. Informational materials about the 4 projects were distributed.	C. Keswani: proposed that we review the materials and discuss at the next meeting.
	(1) Building 1: Three story / 47,260sf and 329 parking space garage	
	(2) Building 2: Two story / 20,750sf	
	(3) Building 3: Two story / 20,750sf	
b) **Land Resources Building:**	**b) 5 story / 49,600sf, 121 parking space garage**	
c) **Palasyu Restoration**		
4. **Guam Police Memorial**	Director Casil: Guam Police department had approached requesting a new site for the Guam Police Memorial. They were told that the this issue would be brought up to the board. The board agreed that this is important and will.	No action required at this time.
VII. Executive Director Report	Meetings with senators are ongoing. Have met with Senator Torres, Terlaje, San Augustin. Gave a presentation to the Guam Nature Alliance.	
VIII. Announcements:	No new announcements	
IX. Next Meeting: December 5, 2019	C. Perez requested that we go back to the old schedule of 4pm-6pm.	The next meeting is rescheduled to start at 4:00pm instead of 5:00pm.
X. Adjournment:	Chair Leon Guerrero: called for adjournment.	Meeting was adjourned at 6:56pm.

Agenda:	Discussion & Summary:	Action Taken:

Feb 19, 2020

Eduardo "Jake" Calvo **Date**

Secretary

Hagåtña Restoration and Redevelopment Authority (HRRA)

HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Thursday, December 5, 2019 - 4:00pm

GEDA Conference Room, ITC Bldg., Tamuning

AGENDA

I. Call to order:

II. Attendance:

III. Chair Report: HRRA Mission & 2020 Plan

IV. Secretary Report:

1. September 6, 2019 minutes
2. October 3, 2019 minutes
3. November 7, 2019 minutes

V. Treasurer Report

VI. Old Business:

1. Sub-committee Report
   a) The Design Guidelines
   b) The Map Atlas
   c) The Hagåtña Master Plan
   d) Agency comments & follow up letters
2. Projects
   a) Land Resources Building: 5 story / 49,600sf, 121 parking space garage
   b) Palasyu Restoration
   c) The Hagåtña River Channelization and Watershed River Feasibility Study
3. Hagåtña Happenings (May Fair & Sirena Festival etc...)

VII. New Business:

1. Matrix Invoice #25064
2. Legislature

VIII. Executive Director Report

IX. Announcements:

X. Next Meeting: Thursday, January 2, 2020 - ITC Bldg., 5th floor, GEDA conference room.

XI. Adjournment:

HRRA BOARD OF COMMISSIONER MEETING
DECEMBER 5, 2019, THURSDAY, 4 P.M., GEDA CONFERENCE ROOM

	TITLE	MEMBER	SIGNATURE
1	CHAIR	MARIA EUGENIO LEON GUERRERO	
2	VICE-CHAIR	PATRICIA (PATTY) ADA	
3	SECRETARY	EDUARDO "JAKE" CALVO	
4	COMMISSIONER	GREGORY D. PEREZ	
5	COMMISSIONER	MAYOR JOHN A. CRUZ	
6	COMMISSIONER	NICK KESWANI	
7	COMMISSIONER	CARLOS MADRID ALVAREZ-PIÑER	
8	COMMISSIONER	RITA FRANQUEZ	
9	COMMISSIONER	ROQUE ALCANTARA (DEPLOYED)	
10	EX-OFFICIO MEMBER - DLM	JOSEPH M. BORJA, DIRECTOR	
11	EX-OFFICIO MEMBER - DPR	RICHARD YBANEZ, DIRECTOR	
12	EX-OFFICIO MEMBER - GPT	JOE QUINATA, ADMINISTRATOR	
	EX-OFFICIO MEMBER - GPT	ANDREW TENORIO, GPT	
13	EX-OFFICIO MEMBER - MARC-UOG	DR. OMAIRA BRUNAL- PERRY, MARC PROFESSOR	
14	EX-OFFICIO MEMBER - DISID	PHYLISS LEON GUERRERO, DIRECTOR	
15	EX-OFFICIO MEMBER - GVB	DORIS ADA	
16	EX-OFFICIO MEMBER - GEPA	WALTER LEON GUERRERO, ADMINISTRATOR	
17	EX-OFFICIO MEMBER - DPW	VINCENT P. ARRIOLA, DIRECTOR	
18	EX-OFFICIO MEMBER - CLC	HOPE A. CRISTOBAL, CHAIR	
19	EXECUTIVE DIRECTOR, HRRA	LASIA CASIL	
20	HRRA PLANNING STAFF	JOSEPH C. SANTOS	
21	HRRA PLANNING STAFF	MARIO GARCIA	

HRRA REGULAR MEETING

2019, THURSDAY, 4 P.M., GEDA CONFERENCE ROOM

		AGENCY OR BUSINESS	TELEPHONE CONTACT	E-MAIL ADDRESS
		Sen. Marsh Tatano	9889149	rikki@guamlegislature.org
		Sen. Marsh Tatano	483-3786	roland.senatorkelly2@gmail.com
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HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

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The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

2020 Mission Statement

Chairwoman Maria Eugenia Leon Guerrero

VISION:

"Re-establish Hagåtña as the Capital City of Guam, and the governmental, cultural, and commercial heart of the island supported by vibrant residential mixed-use areas."

MISSION:

- To expand the supply of low- and moderate-income housing in Hagåtña.
- To expand employment opportunities for jobless, under-employed, and low-income persons in Hagåtña.
- To provide an environment for the social, economic, and psychological growth and well being of all citizens in Hagåtña.
- Development of a Plan (the "Plan") to achieve these goals which shall include the planning, preparation, development, construction, acquisition, lease disposition, reconstruction, improvement, alteration, extension, repair and operation of the Hagåtña Restoration and Redevelopment Project (the "Project")
  - Development of the Plan shall follow the guiding principles:
    - Preserve, Enhance, and Educate about Cultural and Historical Resources
    - Re-establish Hagåtña as the Capital City
    - Develop Mixed Use Nodes throughout Hagåtña
    - Develop Appropriate Urban Design Standards
    - Create a Multimodal Circulation System and Enhance Connectivity throughout Downtown
    - Use the Shoreline's Valuable Resources to Its Full Potential
    - Encourage Residential Growth, Bringing More Residents into Hagåtña
    - Promote Economic Growth
- Provide a monument and parks component in the Plan

STRATEGIC GOALS:

- **4Q19:**
  - Re-establish HRRA office as a fully functioning agency. In 2011, under the previous administration, Governor Calvo issued Re-organization Advisory Memo 6, which transferred the responsibilities of the restoration authority to the Department of Chamorro Affairs. In 2019, Governor Lou Leon Guerrero issued Executive Order 2-19 which made the HRRA an autonomous agency again. Public Law 35-36 provided initial funding for the HRRA to expand and grow. We are currently in the process of bringing on new staff and support to achieve our mission requirements.

- Establishment of an HRRA Sub-committee to review the The Hagåtña Master Plan (Land Use Plan), Design Guidelines and Map Atlas documents as well as agency comments submitted to HRRA for incorporation into the Hagåtña Master Plan.

- **1Q20:**
  - Approval of The Hagåtña Master Plan (Land Use Plan), Design Guidelines and Map Atlas documents by the HRRA Board of Commissioners for submittal by the Authority to the Maga'Håga who, if she approves the same, shall transmit the Plan to the Guam Legislature in the form of a bill for adoption, amendment, modification, or rejection by the Guam Legislature. Such plan shall not be effective until either approved by statute or it shall have complied with the provisions of this law and forty (45) calendar days have elapsed from the date of receipt by the Guam Legislature of tis transmittal, and two (2) days have elapsed after the forty-five (45) calendar days.
  - Implementation of Article 5 of Public Law 24-110 which states that "All taxes assessed, levied and collected by the government of Guam by virtue of the Real Property Tax Law, on improvements, buildings and structures, to be constructed within the Project, over and above the real estate taxes currently assessed, levied and collected, shall revert to the Authority for its use and dispossession.
  - Initiation of the committee to develop and construct the Land Resources Building in Hagåtña and restore the historical Governors Palasyu in Plaza de Espana. This committee shall include the HRRA, DLM, GEDA and other stakeholders, with HRRA taking the lead role in the development.
  - Commencement of the Hagåtña River Channelization and River Feasibility Study.
  - Launch of the "***Hagåtña Initiative***". This initiative works to bring back the festivals and fairs that were once celebrated in Hagåtña prior to the war and develop new events that celebrate the character of Hagåtña and promote local culture and history.
- **2Q20:** Board review of the "City of Hagatna Enabling Legislation" draft document.
- **3Q20:** Board review of the Zoning Code draft document for the City of Hagåtña. The Authority shall have the powers necessary to establish zones and boundaries, after public hearing, regulating buildings and structures and the nature and extent of their use, so that the Project may be developed in an orderly manner in accordance with the Plan.
- **4Q20:** Moving the HRRA office back to Hagåtña.
- 1**Q21:** Completion of the the Hagåtña River Channelization and River Feasibility Study.

EXECUTIVE SUMMARY:

On November 21, 1997, the Hagåtña Restoration and Redevelopment Authority (HRRA) was created with the passing of Guam Public law 24-110:2 codified as Chapter 79 - (Restoration of Hagåtña), 21 GCA. Lasia A. Casil is the current Executive Director. The HRRA currently has a staff of 3 that works out of a temporary office space subleased from GEDA on the 5th floor in the ITC Building. Our goal is to relocate the office back to Hagåtña in the beginning of FY21.

PROGRAMS:

The HRRA Board of Commissioners is a governing board that works with the Executive Director to support the HRRA's mission requirements. The Board consists of a seven (7) Commissioners appointed by the *Maga'Håga* with advice and consent of *I Liheslaturan*. The eighth member is the Mayor of Hagåtña and the ninth member is appointed by the Speaker of the Guam Legislature.

MEMORANDUM

DATE: June 11, 2019

TO: All Departments and Agencies

FROM: Joshua F. Tenorio Acting Governor

SUBJECT: Agency Comment Period for the draft of the Hagatna Redevelopment Masterplan

Now that we have completed appointments to the Hagatna Restoration and Redevelopment Authority Board of Commissioners, the Authority can now proceed with the formal review and approval of the draft Hagatna Masterplan for submittal to the Guam Legislature.

As part of the review process of the Board of Commissioners, any concerned or interested departments or agencies should submit written comments on the plan to the Hagatna Restoration and Redevelopment Authority with a copy to the Bureau of Plans and Statistics by July 15, 2019. This includes, but is not limited to, considerations regarding land use, infrastructure, public services, environmental impact, historic preservation, culture, economic viability, financial cost, and contractual compliance.

Your assistance is appreciated.

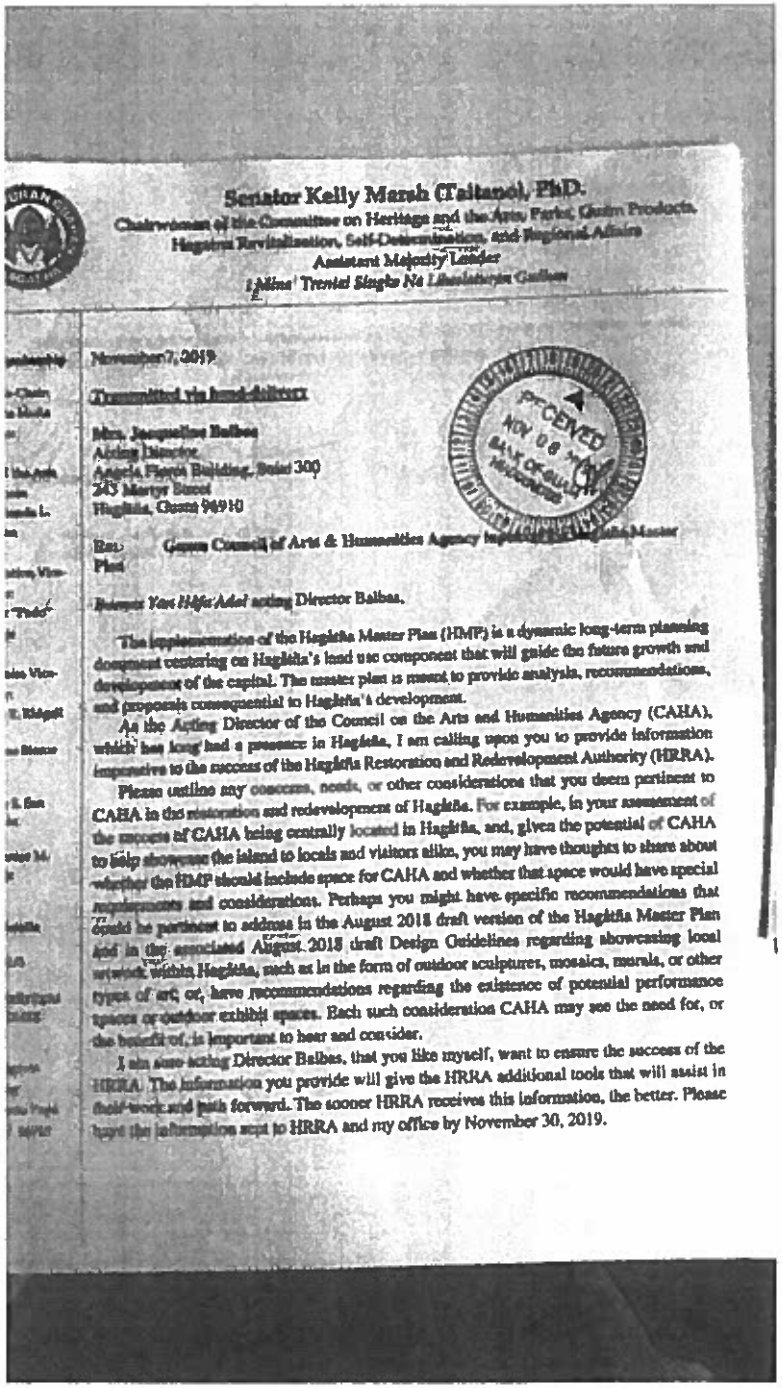
Si Yu'os Ma'ase

JOSHUA F. TENORIO
Acting Governor of Guam

RECEIVED
11:19
JUN 13 2019
GEDA

ROUTING
☐MEL ☒RICKY ☒AUSTIN
DATE: 6/17/19 TIME: 11:28 AM
☒RPD ☐BEDD ☐PFD ☐CD ☐ASD

75th Guam Liberation



Senator Kelly Marsh (Taitanol), PhD.
Chairwoman of the Committee on Heritage and the Arts, Parks, Guam Products, Hagatña Revitalization, Self-Determination, and Regional Affairs
Assistant Majority Leader
I Mina' Trenta Singko Na Liheslaturan Guåhan

November 7, 2019

Transmitted via hand-delivery

Mrs. Jacqueline Balbas
Acting Director
Angela Flores Building, Suite 300
265 Martyr Street
Hagåtña, Guam 96910

RECEIVED
NOV 08
BAU OF PLANNING

Re: Guam Council of Arts & Humanities Agency Input for Hagåtña Master Plan

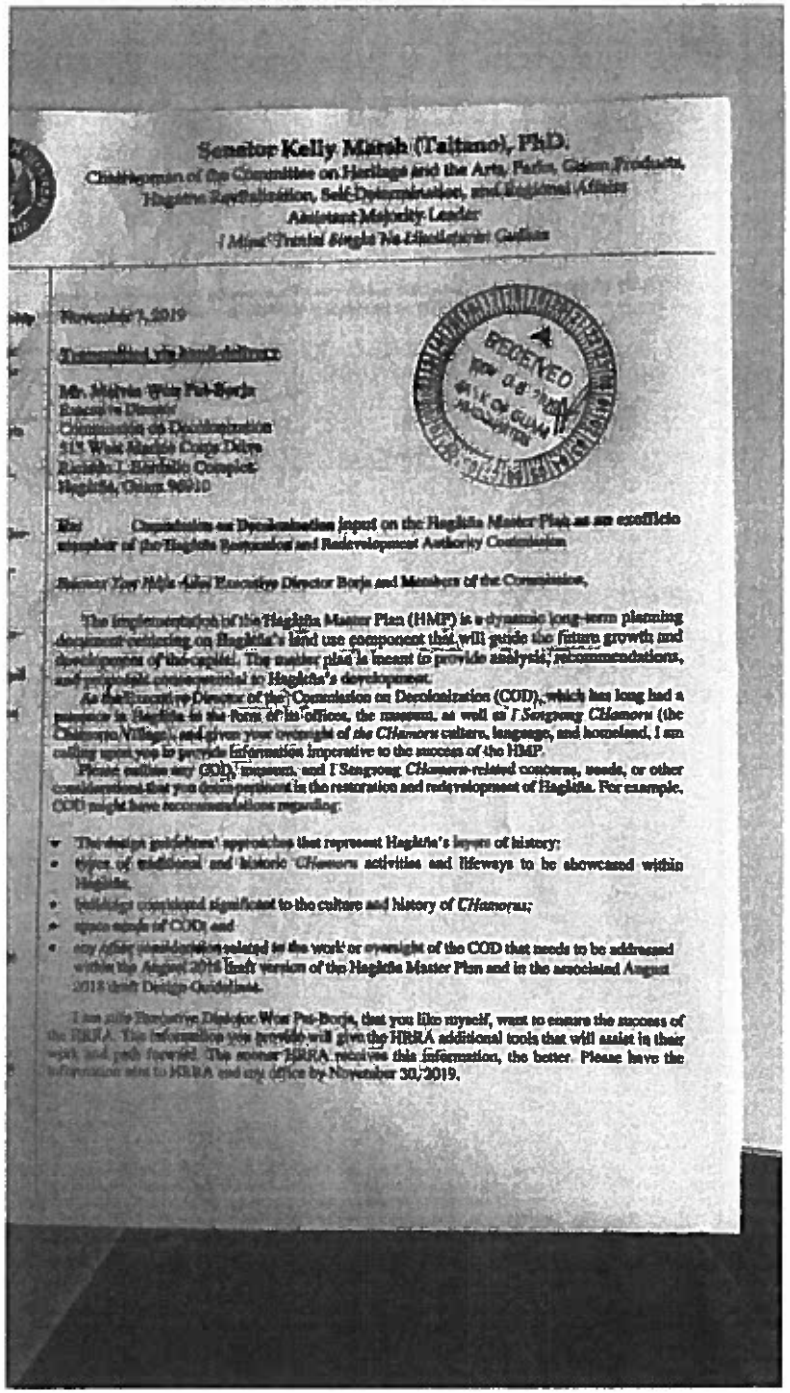
Buenas Yan Håfa Adai acting Director Balbas,

The implementation of the Hagåtña Master Plan (HMP) is a dynamic long-term planning document centering on Hagåtña's land use component that will guide the future growth and development of the capital. The master plan is meant to provide analysis, recommendations, and proposals consequential to Hagåtña's development.

As the Acting Director of the Council on the Arts and Humanities Agency (CAHA), which has long had a presence in Hagåtña, I am calling upon you to provide information imperative to the success of the Hagåtña Restoration and Redevelopment Authority (HRRA).

Please outline any concerns, needs, or other considerations that you deem pertinent to CAHA in the restoration and redevelopment of Hagåtña. For example, in your assessment of the success of CAHA being centrally located in Hagåtña, and, given the potential of CAHA to help showcase the island to locals and visitors alike, you may have thoughts to share about whether the HMP should include space for CAHA and whether that space would have special requirements and considerations. Perhaps you might have specific recommendations that should be pertinent to address in the August 2018 draft version of the Hagåtña Master Plan and in the associated August 2018 draft Design Guidelines regarding showcasing local artwork within Hagåtña, such as in the form of outdoor sculptures, mosaics, murals, or other types of art; or, have recommendations regarding the existence of potential performance spaces or outdoor exhibit spaces. Each such consideration CAHA may see the need for, or the benefit of, is important to hear and consider.

I am sure acting Director Balbas, that you like myself, want to ensure the success of the HRRA. The information you provide will give the HRRA additional tools that will assist in their work and path forward. The sooner HRRA receives this information, the better. Please have the information sent to HRRA and my office by November 30, 2019.



Senator Kelly Marsh (Taitano), Ph.D.
Chairperson of the Committee on Heritage and the Arts, Parks, Guam Products, Hagåtña Revitalization, Self-Determination, and Regional Affairs
Assistant Majority Leader
I Mina'Trentai Singko Na Liheslaturan Guåhan

November 7, 2019

RECEIVED
Nov 8 8:39AM
BANK OF GUAM
ACCOUNTING

Mr. Melvin Won Pat-Borja
Executive Director
Commission on Decolonization
415 West Soledad Cesar Drive
Ricardo J. Bordallo Complex
Hagåtña, Guam 96910

Re: Commission on Decolonization input on the Hagåtña Master Plan as an exofficio member of the Hagåtña Restoration and Redevelopment Authority Commission

Buenas Yan Håfa Adai Executive Director Borja and Members of the Commission,

The implementation of the Hagåtña Master Plan (HMP) is a dynamic long-term planning document centering on Hagåtña's land use component that will guide the future growth and development of the capital. The master plan is meant to provide analysis, recommendations, and proposals [illegible] to Hagåtña's development.

As the Executive Director of the Commission on Decolonization (COD), which has long had a presence in Hagåtña in the form of its offices, the museum, as well as *I Sengsong Chamoru* (the Chamorro Village), and given your oversight of *the CHamoru* culture, language, and homeland, I am calling upon you to provide information imperative to the success of the HMP.

Please outline any (COD), museum, and I Sengsong *CHamoru*-related concerns, needs, or other considerations that you deem pertinent in the restoration and redevelopment of Hagåtña. For example, COD might have recommendations regarding:

- The design guidelines' approaches that represent Hagåtña's layers of history;
- types of traditional and historic *CHamoru* activities and lifeways to be showcased within Hagåtña;
- buildings considered significant to the culture and history of *CHamoru*;
- space needs of COD; and
- any other considerations related to the work or oversight of the COD that needs to be addressed within the August 2018 draft version of the Hagåtña Master Plan and in the associated August 2018 draft Design Guidelines.

I am sure Executive Director Won Pat-Borja, that you like myself, want to ensure the success of the HRRA. The information you provide will give the HRRA additional tools that will assist in their work and path forward. The sooner HRRA receives this information, the better. Please have the information sent to HRRA and my office by November 30, 2019.

Senator Kelly Marsh (Taitano), PhD.
Chairwoman of the Committee on Heritage and the Arts, Parks, Guam Products, Hagatna Revitalization, Self-Determination, and Regional Affairs
Assistant Majority Leader
I Mina' Trentai Singko Na Liheslaturan Guåhan

November 7, 2019

RECEIVED
NOV 08 2019
BAHI OF GUAM
HAGÅTÑA

Transmitted via hand-delivery

Mrs. Ann Marie Arceo
Mås Ge'hulo'
Department of *CHamoru* Affairs
193 Chalan Santo Papa
Hagåtña, Guam 96910

Re: **Department of *CHamoru* Affairs input on the Hagåtña Master Plan as an ex-officio member of the Hagåtña Restoration and Redevelopment Authority Corporation**

Buenas Yan Håfa Adai Mås Ge'hulo' Arceo,

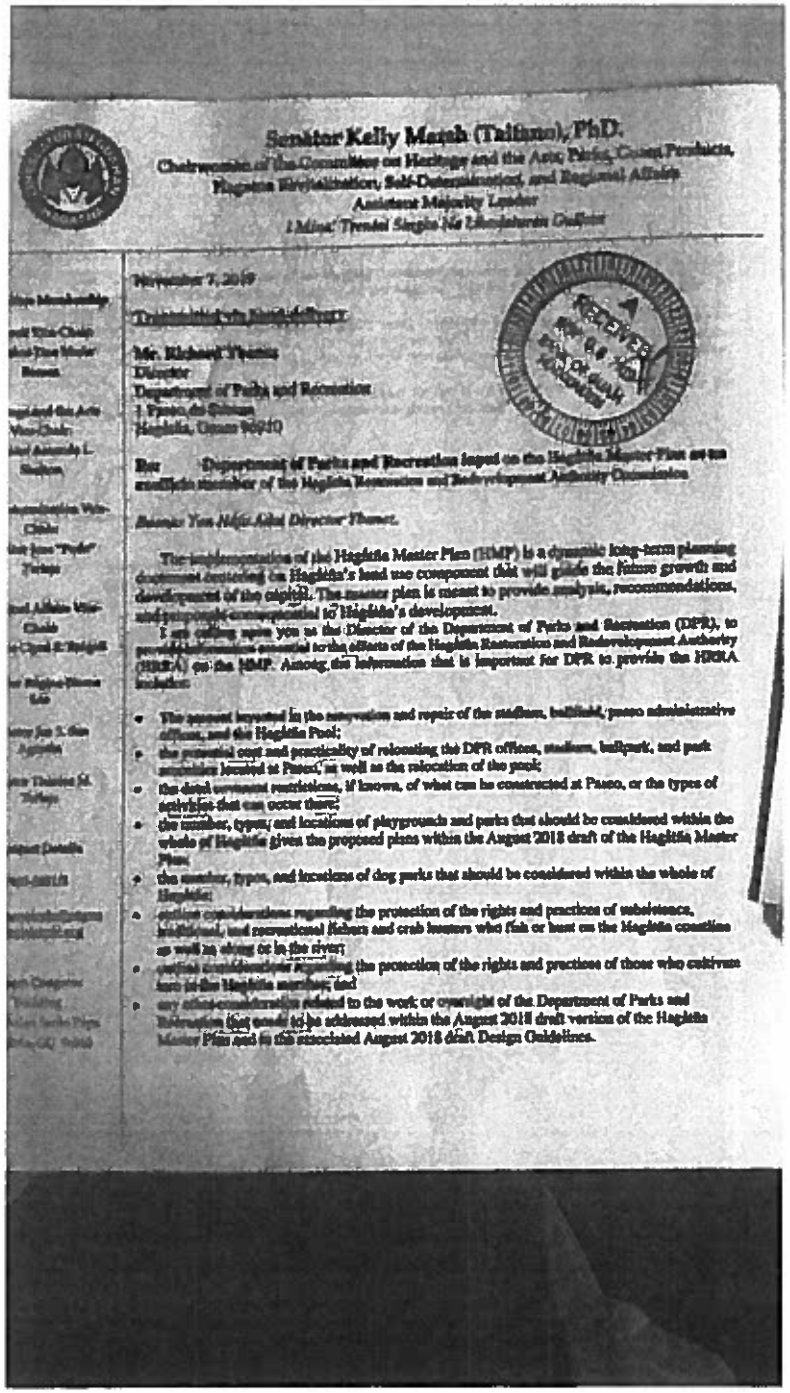
The implementation of the Hagåtña Master Plan (HMP) is a dynamic long-term planning document centering on Hagåtña's land use component that will guide the future growth and development of the Capital. The master plan is meant to provide analysis, recommendations, and proposals consequential to Hagåtña's development.

As the *Mås Ge'hulo'* of the Department of *CHamoru* Affairs (DCA), which has long had a presence in Hagåtña in the form of its offices, the museum, as well as *I Sengsong CHamoru* (the *Chamorro* Village), and given your oversight of *the CHamoru* culture, language, and homeland, I am calling upon you to provide information imperative to the success of the HMP.

Please outline any DCA, museum, and I Sengsong *CHamoru*-related concerns, needs, or other considerations that you deem pertinent in the restoration and redevelopment of Hagåtña. For example, DCA might have recommendations regarding:

- The naming/re-naming of streets and places within Hagåtña;
- the design guidelines' approaches that represent Hagåtña's layers of history;
- types of traditional and historic *CHamoru* activities and lifeways to be showcased within Hagåtña,
- buildings considered significant to the culture and history of *CHamorus*;
- storage and other space needs of the museum; and
- any other consideration related to the work or oversight of the DCA, museum, and *I Sengsong CHamoru* that needs to be addressed within the August 2018 draft version of the Hagåtña Master Plan and in the associated August 2018 draft Design Guidelines.

I am sure *Mås Ge'hulo'* Arceo that you like myself, want to ensure the success of the HRRA. The information you provide will give the HRRA additional tools that will assist in their work and path forward. The sooner HRRA receives this information, the better. Please have the information sent to HRRA and my office by November 30, 2019.



Senator Kelly Marsh (Taitano), PhD.

Chairwoman of the Committee on Heritage and the Arts; Parks, Coast Products, Pagatna Rehabilitation, Self-Determination, and Regional Affairs
Assistant Majority Leader
I Minot' Trendet Siegha Nie Lamaturan Guåhan

November 7, 2019

Mr. Richard Thomas
Director
Department of Parks and Recreation
1 Paseo del Gåhan
Hagåtña, Guam 96910

RECEIVED
NOV 08 2019
DEPARTMENT OF PARKS AND RECREATION

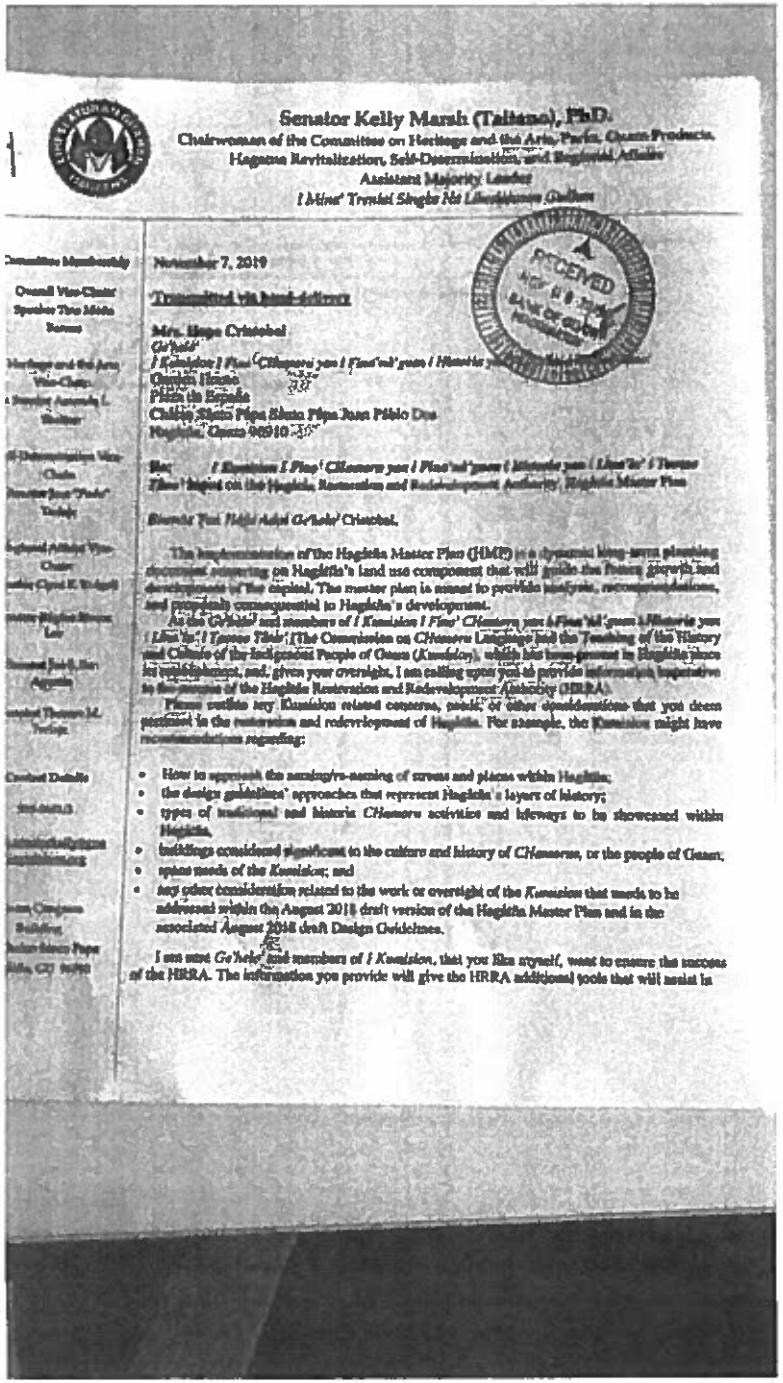
Re: Department of Parks and Recreation input on the Hagåtña Master Plan as an ex-officio member of the Hagåtña Restoration and Redevelopment Authority Commission

Buenas Yan Håfa Adai Director Thomas.

The implementation of the Hagåtña Master Plan (HMP) is a dynamic long-term planning document centering on Hagåtña's land use component that will guide the future growth and development of the capital. The master plan is meant to provide analysis, recommendations, and [illegible] essential to Hagåtña's development.

I am calling upon you as the Director of the Department of Parks and Recreation (DPR), to provide information essential to the efforts of the Hagåtña Restoration and Redevelopment Authority (HRRA) on the HMP. Among the information that is important for DPR to provide the HRRA includes:

- The amount invested in the renovation and repair of the stadium, ballfield, paseo administrative offices, and the Hagåtña Pool;
- the potential cost and practicality of relocating the DPR offices, stadium, ballpark, and park amenities located at Paseo, as well as the relocation of the pool;
- the deed covenant restrictions, if known, of what can be constructed at Paseo, or the types of activities that can occur there;
- the number, types, and locations of playgrounds and parks that should be considered within the whole of Hagåtña given the proposed plans within the August 2018 draft of the Hagåtña Master Plan;
- the number, types, and locations of dog parks that should be considered within the whole of Hagåtña;
- [illegible] considerations regarding the protection of the rights and practices of subsistence, traditional, and recreational fishers and crab hunters who fish or hunt on the Hagåtña coastline as well as along or in the river;
- [illegible] considerations regarding the protection of the rights and practices of those who cultivate taro in the Hagåtña marshes; and
- any other considerations related to the work or oversight of the Department of Parks and Recreation that needs to be addressed within the August 2018 draft version of the Hagåtña Master Plan and in the associated August 2018 draft Design Guidelines.



Senator Kelly Marsh (Taitano), PhD.
Chairwoman of the Committee on Heritage and the Arts, Parks, Guam Products, Hagatna Revitalization, Self-Determination, and Regional Affairs
Assistant Majority Leader
I Minot' Trenton Siniha Na Liheslaturan Guahan

November 7, 2019

Transmitted via hand-delivery

Mrs. Hope Cristobal
Ge'hele'
I Kumision I Fino' Chamoru yan I Fina'nå'guen I Historia yan I Liheta' I Tenque Tåno'
Chairperson, Historic
Plaza de España
Cuidad Santa Faga Santa Faga Juan Pablo Dos
Hagåtña, Guam 96910

PECEIVED
NOV 07 2019
Office of Senator Kelly Marsh

Re: *I Kumision I Fino' Chamoru yan I Fina'nå'guen I Historia yan I Liheta' I Tenque Tåno'* Input on the Hagåtña Restoration and Redevelopment Authority' Hagåtña Master Plan

Biseta Yan Håfa Adai Ge'hele' Cristobal,

The implementation of the Hagåtña Master Plan (HMP) is a dynamic long-term planning document centering on Hagåtña's land use component that will guide the future growth and development of the capital. The master plan is meant to provide analysis, recommendations, and procedures consequential to Hagåtña's development.

As the *Ge'hele'* and members of *I Kumision I Fino' Chamoru yan I Fina'nå'guen I Historia yan I Liheta' I Tenque Tåno'* (The Commission on *Chamoru* Language and the Teaching of the History and Culture of the Indigenous People of Guam (*Kumision*)), which has been present in Hagåtña since its establishment, and, given your oversight, I am calling upon you to provide information imperative to the process of the Hagåtña Restoration and Redevelopment Authority (HRRA).

Please outline any *Kumision* related concerns, needs, or other considerations that you deem pertinent to the restoration and redevelopment of Hagåtña. For example, the *Kumision* might have recommendations regarding:

- How to approach the naming/re-naming of streets and plazas within Hagåtña;
- the design guidelines' approaches that represent Hagåtña's layers of history;
- types of traditional and historic *Chamoru* activities and lifeways to be showcased within Hagåtña;
- buildings considered significant to the culture and history of *Chamorus*, or the people of Guam;
- space needs of the *Kumision*; and
- any other consideration related to the work or oversight of the *Kumision* that needs to be addressed within the August 2018 draft version of the Hagåtña Master Plan and in the associated August 2018 draft Design Guidelines.

I am sure *Ge'hele'* and members of *I Kumision*, that you like myself, want to ensure the success of the HRRA. The information you provide will give the HRRA additional tools that will assist in

FILE COPY

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

November 12, 2019

Elaine Tajalle

MEMORANDUM

TO: **Mrs. Jaqueline Balbas, Acting Director, Council of Arts & Humanities Agency**

FROM: **Executive Director, Hagåtña Restoration and Redevelopment Authority**

SUBJECT: **Past Deadline for Input on the Hagåtña Master Plan**

Håfa Adai,

On June 11, 2019, then Acting Governor Joshua F. Tenorio issued to all Departments and Agencies the attached memorandum with the **Subject: Agency Comment Period for the draft of the Hagåtña Redevelopment Master Plan.** The memo states *"As part of the review process of the Board of Commissioners, any concerned or interested departments or agencies should submit written comments on the plan to the Hagåtña Restoration and Redevelopment Authority with a copy to the Bureau of Plans and Statistics by July 15, 2019."*

The Hagåtña Restoration and Redevelopment Authority (HRRA), with the support of the Maga'Håga and Segundo Maga'Lahi, has gone to great efforts to reach out to all Departments and Agencies for the development of the Hagåtña Master Plan in a timely manner. The deadline for all comments to be submitted was four months ago. The HRRA is in review of received comments and has been working diligently to move forward into the next phase of approval of the Hagåtña Master Plan Land Use Plan, The Map Atlas and The Design Guidelines by the Board of Commissioners. To date, the Board of Commissioners and I have not been consulted regarding an extension of the deadline nor have they voted to approve an extension of the deadline for comments. Please be advised that the authority for any such action to take place lies solely within the Executive Branch and the HRRA Board of Commissioners. Therefore, we hope you understand and cooperate at this time as the deadline for submitting comments has passed. Should you have any questions or comments please feel free to contact me at lasia.casil@hrra.guam.gov or at 647-4332 ext. 122. Si Yu'os Ma'ase.

Sensereminte,

Lasia Casil

CENTRAL FILES

KNOWLEDGMENT
eived by
e: 8:50
11-13-19

cc: Speaker, *I Liheslaturan Guåhan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932

FILE COPY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Kesavant
Commissioner Eduardo J. Calvo
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Executive Director Lasia Casil

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The Honorable Joshua F. Tenorio
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November 12, 2019

Elaine Tajalle

MEMORANDUM

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Sensèremente,

Lasia Casil

CENTRAL FILES

KNOWLEDGEMENT
ceived by
8:50
11-13-19

cc: Speaker, *I Liheslaturan Guahan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932

FILE COPY

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

November 12, 2019

Elaine Tajalle

MEMORANDUM

TO: **Mr. Richard Ybanez, Director, Parks and Recreation**

FROM: **Executive Director, Hagåtña Restoration and Redevelopment Authority**

SUBJECT: **Past Deadline for Input on the Hagåtña Master Plan**

Håfa Adai,

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Sensecremente,

Lasia Casil

CENTRAL FILES

cc: Speaker, *I Liheslaturan Guåhan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

ACKNOWLEDGEMENT RECEIPT
Received by _____
at 8:50
11-13-19

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932
Office: +1 671 647 4332

FILE COPY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

November 12, 2019

MEMORANDUM

TO: **Mrs. Hope Cristobal, Director, I Kumision I Fino' CHamoru**

FROM: **Executive Director, Hagåtña Restoration and Redevelopment Authority**

SUBJECT: **Past Deadline for Input on the Hagåtña Master Plan**

Håfa Adai,

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Senseremente,

Lasia Casil

cc: Speaker, *I Liheslaturan Guahan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

GUAM LEGISLATURE
CENTRAL FILES
ACKNOWLEDGEMENT RECEIPT
Received by
@ 8:50
11-12-19

Doc. No. 35GL-20-1591.*

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HAGÅTÑA
RESTORATION AND
REDEVELOPMENT
AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
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Commissioner Nick Keswani
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The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

November 12, 2019

Elaine Tajalle

MEMORANDUM

TO: **Mr. Melvin Won Pat-Borja, Executive Director, Commission on Decolonization**

FROM: **Executive Director, Hagåtña Restoration and Redevelopment Authority**

SUBJECT: **Past Deadline for Input on the Hagåtña Master Plan**

Håfa Adai,

On June 11, 2019, then Acting Governor Joshua F. Tenorio issued to all Departments and Agencies the attached memorandum with the **Subject: Agency Comment Period for the draft of the Hagåtña Redevelopment Master Plan.** The memo states *"As part of the review process of the Board of Commissioners, any concerned or interested departments or agencies should submit written comments on the plan to the Hagatña Restoration and Redevelopment Authority with a copy to the Bureau of Plans and Statistics by July 15, 2019."*

The Hagåtña Restoration and Redevelopment Authority (HRRA), with the support of the Maga'Håga and Segundo Maga'Lahi, has gone to great efforts to reach out to all Departments and Agencies for the development of the Hagåtña Master Plan in a timely manner. The deadline for all comments to be submitted was four months ago. The HRRA is in review of received comments and has been working diligently to move forward into the next phase of approval of the Hagåtña Master Plan Land Use Plan, The Map Atlas and The Design Guidelines by the Board of Commissioners. To date, the Board of Commissioners and I have not been consulted regarding an extension of the deadline nor have they voted to approve an extension of the deadline for comments. Please be advised that the authority for any such action to take place lies solely within the Executive Branch and the HRRA Board of Commissioners. Therefore, we hope you understand and cooperate at this time as the deadline for submitting comments has passed. Should you have any questions or comments please feel free to contact me at lasia.casil@hrra.guam.gov or at 647-4332 ext. 122. Si Yu'os Ma'ase.

Sinseramente,

Lasia Casil

cc: Speaker, *I Liheslaturan Guåhan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

GUAM HISTORICAL SOC
CENTRAL FILES

ACKNOWLEDGEMENT RECEIPT
Received by
Date 8:50
11-13-19

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932

FILE COPY

HAGÅTÑA
RESTORATION AND REDEVELOPMENT AUTHORITY

Chairman Maria Eugenia Leon Guerrero
Vice-Chair Patricia Ann P. Ada
Commissioner Mayor John E. Cruz
Commissioner Gregory D. Perez
Commissioner Rita T. Franquez
Commissioner Nick Keswani
Commissioner Eduardo J. Calvo
Commissioner Carlos Madrid Alvarez-Piñer, PhD
Executive Director Lasia Casil

The Honorable Lourdes A. Leon Guerrero
Governor of Guam

The Honorable Joshua F. Tenorio
Lieutenant Governor of Guam

November 12, 2019

MEMORANDUM

Elaine Tajalle

TO: **Mrs. Ann Marie Arceo, President, Department of CHamoru Affairs**

FROM: **Executive Director, Hagåtña Restoration and Redevelopment Authority**

SUBJECT: **Past Deadline for Input on the Hagåtña Master Plan**

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Sensecremente,

Lasia Casil

cc: Speaker, *I Liheslaturan Guahan*
Senator Kelly Marsh (Taitano)
HRRA Board Chair

CENTRAL FILES

ACKNOWLEDGEMENT RECEIPT
Received by _____
Time 3:50
Date 11-13-19

Suite 511, ITC Building, 590 South Marine Corps Drive, Tamuning, Guam 96913
Mailing Address: P.O. Box 2950 Hagåtña Guam 96932

Ufisinan i Sinadora Kelly Marsh (Taitano), PhD
I Mina'trentai Singko Na Liheslaturan Guåhan
Gé'helo', Kumitehan Irensia yan i Atte siha, Plasét siha, Fina'tinas Guåhan,
Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

Director Richard Ybanez
Sent via email to richard.ybanez@dpr.guam.gov

Hafa Adai Director Ybanez,

A few weeks ago at a meeting, a member of a government commission asked me, as the legislative oversight chair, if it could submit comments on the draft Hagåtña Master Plan. I responded to the commission member that certainly it could. To receive important technical review and public input is not only critical to a successful Hagåtña Master Plan, but essential for a truly open, accountable, and responsible government that has invested over a million dollars of public funds into this project. I thereby sent letters to agencies under my oversight who have the potential to provide relevant comments and considerations on the Hagåtña Master Plan, which should receive as much input from the community as possible as it is a plan that affects us all.

On November 22, Lt. Governor Tenorio expressed to me that contrary to the letter sent to you on November 12 by the Hagatna Restoration and Redevelopment Authority (HRRA), he desires to continue to receive comments. This is especially imperative given that several, if not many, agencies integral to the success of the plan have yet to submit their review. Lt. Governor Tenorio has requested that you submit your comments on the Plan to my office and provide copies to his office and HRRA.

The HRRA Board has not completed its review of the current version of the draft Hagåtña Master Plan. Further, the HRRA current version of the draft Hagåtña Master Plan has not been formally been taken up by consideration by either the Governor or the Legislature. Therefore, the review processes of the Governor and the Legislature are still yet to come. To provide clarity, the final authority to adopt, amend, modify, or reject the Plan lies solely within the Legislative Branch.

I look forward to the submission of your comments on November 30.

/s/ Senator Kelly Marsh (Taitano), PhD
35th Guam Legislature

cc: Governor Lou Leon Guerrero
Lt. Governor Joshua Tenorio
Vice-Chair Tina Muna Barnes, Legislative Oversight Committee
HRRA Board of Commissioners

Ufisinan i Sinadora Kelly Marsh (Taitano), PhD

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Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

Acting Director Arlene Santos
Sent via email to r.arlene.santos@guam.gov

Hafa Adai Acting Director Santos,

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Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

Ge'helo' i Kumision i Fino' CHamoru Hope A. Cristobal
Sent via email to heristobalmom@gmail.com

Hafa Adai Ge'helo' Cristobal,

A few weeks ago at a meeting, a member of a government commission asked me, as the legislative oversight chair, if it could submit comments on the draft Hagåtña Master Plan. I responded to the commission member that certainly it could. To receive important technical review and public input is not only critical to a successful Hagåtña Master Plan, but essential for a truly open, accountable, and responsible government that has invested over a million dollars of public funds into this project. I thereby sent letters to agencies under my oversight who have the potential to provide relevant comments and considerations on the Hagåtña Master Plan, which should receive as much input from the community as possible as it is a plan that affects us all.

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Vice-Chair Tina Muna Barnes, Legislative Oversight Committee
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Ufisinan i Sinadora Kelly Marsh (Taitano), PhD

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Gé'helo', Kumitehan Irensia yan i Atte siha, Plasét siha, Fina'tinas Guåhan,
Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

Executive Director Melvin Won Pat-Borja
Sent via email to melvin.borja@guam.gov

Hafa Adai Director Won Pat-Borja,

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35th Guam Legislature

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Lt. Governor Joshua Tenorio
Vice-Chair Tina Muna Barnes, Legislative Oversight Committee
HRRA Board of Commissioners

Office of Senator Kelly Marsh (Taitano), PhD
Thirty fifth Guam Legislature
Chairperson, Committee on Heritage and the Arts, Parks, Guam Products,
Hagåtña Revitalization, Self-Determination, and Regional Affairs

Ufisinan i Sinadora Kelly Marsh (Taitano), PhD
I Mina'trentai Singko Na Liheslaturan Guåhan
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Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

Director Ann Marie Arceo
Sent via email to annmarie.arceo@dca.guam.gov

Hafa Adai Director Arceo,

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Thirty-fifth Guam Legislature
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Finamta' Hagåtña, Dinitetminan Maisa, yan Asunton Rihinåt Siha

November 26, 2019

RECEIVED
HRRA 26 NOV 2019

Executive Director Lasia Casil
Suite 511, ITC Building
590 South Marine Corps Dr.
Tamuning, Guam 96913

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Your letters dated November 12, 2019 to several government entities apparently rejects any continued submission of technical review or public input on the pretext that the review process is closed. This is an unusual if not bizarre interpretation of events. As far as I have been informed, the HRRA Board has not completed its review of the current version of the draft Hagåtña Master Plan. Further, the HRRA current version of the draft Hagåtña Master Plan has not been formally been taken up by consideration by either the Governor or the Legislature. Therefore, the review processes of the Governor and the Legislature are still yet to come.

On November 22, Lt. Governor Tenorio expressed to me that he desires to continue to receive comments. This is especially imperative given that several, if not many, agencies integral to the success of the plan have yet to submit their review. I am strongly recommending that you send a clarifying letter to agencies stating very clearly that their comments on the draft Hagåtña Master Plan are still welcome.

Office of Senator Kelly Marsh (Taitano), PhD
Thirty-fifth Guam Legislature
Chairperson, Committee on Heritage and the Arts, Parks, Guam Products,
Hagåtña Revitalization, Self-Determination, and Regional Affairs

Please be advised that the final authority to adopt, amend, modify, or reject the Plan lies solely within the Legislative Branch. If you choose to continue to reject any submissions, then by all means, send them to my office, where community members and agencies alike will be given due consideration by the Legislature and copies will thereafter be duly provided to the public.

I look forward to your expeditious response,

Senator Kelly Marsh (Taitano), PhD
35th Guam Legislature

cc: Governor Lou Leon Guerrero
Lt. Governor Joshua Tenorio
Vice-Chair Tina Muna Barnes, Legislative Oversight Committee
HRRA Board of Commissioners

Matrix DESIGN GROUP
2435 Research Parkway
Suite 300
Colorado Springs, CO 80920

DATE: February 13, 2019
INVOICE NUMBER: 25064
PROJECT NAME: Task Order 001 Hagatna Master Plan
PROJECT MANAGER: Celeste Werner
PROJECT NUMBER: 14.761.001.000
JOB TYPE: Lump Sum
DOLLAR LIMIT: $997,572.00
REFERENCE #:

Guam Economic Development Authority
590 S. Marine Corps Dr
Suite 511, ITC Bldg
Tamuning, GU 96931

DESCRIPTION	Contract Amount	% Complete	Previously Billed	TOTAL THIS INVOICE
Phase 1 Update Phase 1 Research Report	147,064.00	100%	147,064.00	0.00
Phase 2 Update Alternative Plans	108,844.00	100%	108,844.00	0.00
Phase 3 Update Land Use Plan	87,867.00	100%	87,867.00	0.00
Phase 4 Establish Zoning Codes	86,567.00	100%	77,910.30	8,656.70
Phase 5 Establish Design Guidelines	85,617.00	100%	85,617.00	0.00
Phase 6 Develop Implementation Plan	140,906.00	100%	35,226.50	105,679.50
Phase 7 Hagatna River Flood Feasibility Evaluation	73,107.00	30%	21,932.10	0.00
Phase 8 Addition Sustainment & Operations Approach	75,820.00	100%	37,910.00	37,910.00
Project Management / Printing / Misc Materials	38,940.00	100%	33,099.00	5,841.00
Amend 2 Additional Engagement Activities	152,840.00	100%	114,630.00	38,210.00
TOTALS	**$997,572.00**	**95%**	**$750,099.90**	**$196,297.20**
			Total this Invoice	**$196,297.20**

OUTSTANDING INVOICES

	Invoice Number	Amount
31-60 Days		
61-90 Days		
90+ Days		

If you have recently sent payment, please disregard this notice. Thank you.

Remit to: Matrix Design Group, Inc. 2435 Research Parkway, Ste 300, Colorado Springs, CO 80920
Phone: 719.575.0100 Fax: 719.575.0208

TASK ORDER NO. 1

HRRA MASTER PLAN UPDATE

Pursuant to Contract: This Task Order is issued pursuant to Article 2 (Scope of Work) of the Contract by and between the Guam Economic Development Authority ("GEDA") and Matrix Design Group. ("Matrix") for Professional Multi-Discipline Consulting Services for the Research, Development, Planning and Implementation of Economic Development Initiatives and Opportunities and entered into by both parties in OCT 2014 (the "Professional Services Contract"). Unless otherwise defined herein, all capitalized terms shall have the meanings assigned to such terms in the Professional Services Contract.

Objective: Task Order No. 1 relates to the preparation of various plans for the Hagåtña Restoration and Redevelopment Authority (HRRA) including:

- Update the Research Report which contains detailed information regarding infrastructure serving Hagatna;
- Update three alternative plans for presentation to the public and HRRA;
- Update the Land Use Plan;
- Establish a zoning code for Hagatna
- Establish Design Guidelines for development in Hagatna;
- Develop an implementation schedule;
- Implement the Hagatna River Flood Management Plan; and
- Develop an organizational and sustainability plan for the HRRA.

Scope of Work:

The scope of work and schedule for Task Order No. 1 is attached as Exhibit A.

Compensation:

To complete the professional services and provide the deliverables identified in the Scope of Work, GEDA shall pay Matrix, upon approval from HRRA, an amount not to exceed Eight Hundred Forty Four Thousand Seven Hundred and Three Two Dollars ($844,732.00), which amount is inclusive of reimbursable expenses. Said fee is based on the labor and reimbursable expense rates shown in the Professional Services Contract. The terms of payment described in the Contract shall apply.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

Government of Guam
Hagåtña Master Plan (Task Order No. 1)
PROGRESS REPORT

TO:	Hagåtña Restoration and Redevelopment Authority (HRRA) / Guam Economic Development Authority (GEDA)
CONTRACTOR:	Matrix Design Group, Inc.
TITLE:	Hagåtña Master Plan (Task Order No. 1)
PERIOD COVERED:	May 19, 2018 through October 31, 2018
PROJECT MANAGER:	Celeste Werner, 671.777.1676 or 602.288.8344

OVERVIEW

The following text describes the activities performed May 19, 2018 through October 31, 2018 on the Hagåtña Master Plan Task Order. Only Phases in which activity occurred during the reporting period are addressed.

The statements and conclusions in this report are those of the Contractor and not necessarily those of HRRA or GEDA. The mention of commercial products, their source, or their use in connection with material reported herein is not to be construed as actual or implied endorsement of such products.

ACTIVITIES PERFORMED

The following provides a summary of activities performed during this reporting period. This summary is organized based on the tasks specified in the approved Scope of Work for this Task Order.

PHASE 1 Update the Phase 1 Research Report (100% Complete). Completed previously

- ✓ Task 1.1 Kick-off Meeting (100%)..... Completed previously
- ✓ Task 1.2 Public Participation Program (100%) ..... Completed previously
- ✓ Task 1.3 Data Collection (100%) ..... Completed previously
- ✓ Task 1.4 Base Mapping (100%) ..... Completed previously
- ✓ Task 1.5 Development Constraints and Opportunities (100%) Completed previously
- ✓ Task 1.6 Summary Report – Key Issues, Opportunities and Constraints (100%)..... Completed previously

PHASE 2 Update Alternative Plans (100% Complete)..... Completed previously

- ✓ Task 2.1 Facility Scoping (100%)..... Completed previously
- ✓ Task 2.2 Technical Memorandum (100%) ..... Completed previously
- ✓ Task 2.3 Market Study (100%)..... Completed previously
- ✓ Task 2.4 Draft Technical Memorandum (100%)..... Completed previously

PHASE 7 Hagåtña River Flood Protection (30% Complete)..... In Progress

- ☐ Task 7.1 Data Collection (80% Complete) ..... In Progress
  No actions during this reporting period pending direction from HRRA.
- ☐ Task 7.2 Stakeholder Interviews (80% Complete) ..... In Progress
  Additional coordination and interviews were completed.
- ☐ Task 7.3 Confirm Improvement Performance (50% Complete)..... In Progress
  No actions during this reporting period pending direction from HRRA.
- ☐ Task 7.4 Confirm Costs .....Future Task
- ☐ Task 7.5 Feasibility Study .....Future Task
- ☐ Task 7.6 On-Going Coordination and Meetings (30% Complete) ..... In Progress

PHASE 8 Additional Sustainment & Operations Approach (100% Complete) ...Complete

- ✓ Task 8.1 Define Roles and Responsibilities Today (100%)..... Completed Previously
- ✓ Task 8.2 Whitepaper on Organizational Options (100%).....Complete
- ✓ Task 8.3 Whitepaper on Funding/Financing (100%) .....Complete
- ✓ Task 8.4 Presentation to GEDA and HRRA Board (100%).....Complete
- ✓ Task 8.5 Geographic Definition (100%)..... Completed Previously
- ✓ Task 8.6 Legal Authorizations (100%).....Complete
- ✓ Task 8.7 Staffing Plan (100%).....Complete
- ✓ Task 8.8 Financing Plan (100%).....Complete
- ✓ Task 8.9 Plan of Action (100%) .....Complete

AMENDMENT NO. 2 - Additional Engagement Activities (100% Complete) .....Complete

- ✓ Public Workshop on Draft Hagåtña Master Plan (100%)..... Completed Previously
- ✓ Legislative Working Sessions (100%) ..... Completed Previously

Task Order No. 1 – Hagåtña Master Plan

Matrix developed the following Scope of Work in response to GEDA's RFP 14-008, for Task Order No. 1 – Completion and Update of the Hagåtña Master Plan. The proposed Scope of Work addresses information requested in the RFP, as well as additional information and supplementary work to enhance the products developed as part of Task Order No. 1.

Phase 1 Update the Phase 1 Research Report (July 15, 2005)

The Hagåtña Master Plan will be used to guide HRRA efforts in the enhancement of Hagåtña. The Research Report update will provide important updates to the background information and current status of the Master Plan Area that will be used to develop the updated Master Plan.

Task 1.1 Kick-off Meeting

After execution of the contract, the Matrix Team will hold a conference call with HRRA staff to review the project scope and schedule, and to kick-off fast-track data collection efforts. This conference call will be an opportunity for the HRRA and Matrix staff to establish contacts, establish working procedures, and to identify and collect relevant data, reports and materials.

Task 1.2 Public Participation Program

This task will be developed prior to the start of the other phases of Task Order No. 1. The specifics of the Public Participation Plan are described earlier in the Scope of Work, prior to the discussion of Phase 1.

Each of the phases of Task Order No. 1 will rely heavily on communication with HRRA and GEDA, stakeholder input, and public participation. Community outreach and public participation will be an integral and on-going aspect of the project. Based on past experience, Matrix recommends proceeding immediately with organizing and initiating community outreach activities. Community outreach activities will need to be timely, comprehensive and efficient in order to be effective. At the outset of the project, Matrix will work with the HRRA Board and GEDA to confirm and/or modify the draft public participation program, if necessary.

The public participation program recommended by Matrix has been developed specifically for this Task Order based on our understanding of the public participation objectives discussed in the RFP. Accordingly, our public participation program emphasizes:

- **Developing a Project Brand.** We will develop a tailored logo and project look that will be used on all public outreach materials, websites, documents and plans.
- **Creating Awareness and Providing Information.** This will occur through the HRRA website and exhibits that can be posted in various public places.
- **Intense Advertising of the Project.** We will accomplish this through site signage, press releases, and posting public workshop announcements/flyers in the surrounding area and key locations for maximum exposure. Other forms of advertisement may include, as deemed appropriate:



Task 1.3 Data Collection

Matrix will collect and analyze pertinent secondary source data from GEDA, other appropriate Government of Guam (GovGuam) sources, and business and property owners in the area. While the focus of this data collection will be on the Hagåtña Master Plan Research Report, data will also be collected to support all tasks under this contract to the extent feasible at this stage in the project. This includes data, plans and reports related to the following.

- Existing land use.
- Information on projects. This includes what projects have been completed since the 2005 Master Plan, what projects have been approved, what projects are in the works (proposed or being evaluated).
- Transportation, streets and existing roadway rights-of-way, traffic count data, and parking.
- Infrastructure, including potable water, sanitary sewer, storm drainage, electricity, telecommunications facilities
- Deed restrictions, covenants, or other legal restrictions place on GovGuam properties in the Plan Area.
- Historical structures and cultural facilities.
- Visual survey of the area's current aesthetics and character.
- Environmental issues or constraints.

Task 1.4 Base Mapping

Base mapping will be prepared using the existing electronic data available from HRRA and GovGuam sources. Matrix will work with HRRA staff to obtain pertinent GIS data for the creation and update of mapping for the planning effort. Matrix will format these maps for report and display presentation, including establishing a uniform legend and title block. The document diagrams will be prepared in an ArcGIS compatible format, and all data developed will be supplied to HRRA / GEDA at the completion of the project.

Task 1.5 Development Constraints and Opportunities

Matrix will prepare a thorough evaluation and documentation of the constraints and opportunities that will influence alternatives that can be considered within the Master Plan. This includes:

- **Land Use**. Matrix will describe all existing land uses and proposed projects, including an assessment of building footprints, floor area ratios, types of land uses, and ownership of land and improvements.
- **Buildings**. Matrix will describe, based on building records available to GovGuam, the age, size and general condition of buildings within the Master Plan Area. For GovGuam facilities, or other facilities accessible to Matrix, a non-engineering assessment of the facility's conditions will be documented. Matrix will develop a map to depict the location of all public buildings (local and federal) in Hagåtña.

Phase 2 Update Alternative Plans

The second stage of the Hagåtña Master Plan development will be a review and update of the alternative plans. Three alternative plans were developed as part of the Land Use Plan Phase 2 100% Submittal. Matrix will review the three alternatives and update them with information developed through Phase 1 of the Task Order.

Task 2.1 Facility Scoping

As part of the proposed Master Plan update, alternatives will look at the reestablishment of a GovGuam center in the area. To do this, an early step will be to 1) obtain a list of potential GovGuam departments and offices that could be considered for relocation, and 2) assessing the amount of space needed to support each entity.

HRRA will obtain a list of GovGuam departments and offices for consideration and evaluation for potential relocation from the Office of the Governor. This could include, but not be limited to, the following:

- Office of the Governor and supporting staff
- Legislative offices
- Department of Revenue and Taxation
- Bureau of Budget and Management Research (BBMR)

Using the list identified by the Office of the Governor, Matrix will develop a general facility space needs assessment. This assessment will be based on a listing of total staff/potential staffing (provided by BBMR) and interviews of GovGuam entities to assess other space needs. Space needs will be broad estimates of space that are appropriate for use in looking at alternative land use plans in the District. These estimates will not be to a level to design or program new construction without further analysis, but will be suitable for master plan development.

Task 2.2 Technical Memorandum – Facility Scoping

Matrix will prepare a summary memorandum that includes background information on the facility scoping exercise and documenting space needs by organization.

Task 2.3 Market Study

A key element in the development and evaluation of alternatives would be an up-to-date economic and market analysis. This study would help the planning team understand:

- What are the key existing markets in the area (for-sale and for-rent residential, office, retail, hotel/resort, etc.)?
- What are future market demands in the area?



Task 2.6 Review and Update of Alternative Plans

Matrix will review the three alternative plans and update them with information developed through Phase 1 of the Task Order. The review of the alternatives may involve reworking them to some degree based upon the revised information assessed, but the end result will be three revised alternatives. Close communication with HRRA and GEDA will occur during the alternatives update in order to ensure all goals are met.

Task 2.7 Public Involvement of Alternatives Updates

To foster effective public interaction, communication, and input, two public workshops will be held during the alternatives update process. These two will be held during the same week, selected in discussion with HRRA and GEDA to allow for the optimal public attendance and may include a daytime event (targeting business and government sector inputs) and an evening event for the public. Public comment and interaction will be encouraged at the public workshops.

The purpose of the public workshops is to provide attendees the chance to review and comment on the items developed during the charrette. Matrix will present a brief overview of the project, schedule and a summary of the key planning opportunities and constraints affecting the site. Participants will be requested to give their input on the development of alternatives and presentation of the final alternatives being considered. This local, hands on approach will help build credibility for the Master Plan as a locally supported planning effort.

Task 2.8 HRRA Board Presentation

Matrix will present the three alternatives to the HRRA Board of Commissioners once they are completed. During this meeting, the HRRA Board will be asked to identify one alternative (or a new alternative created from components of one or more alternatives) to be the preferred alternative. Once approved by the Board of Commissioners, the preferred alternative will be used to develop the Final Master Plan.

Deliverables:

- Facility Scoping Memorandum (20 copies + electronic copy)
- Economic / Market Study Memorandum (20 copies + electronic copy)
- Alternative Plans Charrette (2-day event)
- Two public workshops (during same week) (public handouts)
- Presentation of alternatives to HRRA Board of Commissioners (handouts)
- Three updated Alternative Plans, including preferred alternative (electronic)

Phase 3 Update the Land Use Plan, 100% Submittal

The Hagåtña area has an existing Land Use Plan that covers the direction for the area. As part of this planning effort, the existing Land Use Plan will be updated to reflect other activities conducted as part of this planning effort, including the revised Research Report and the updated Alternative Plans. The Land Use Plan will be updated to:



- **Introduction**. This section will include the planning context, project purpose, vision and goals.
- **Historical and Cultural Element**. This element will describe the integration, enhancement, and development of cultural heritage facilities and locations within the Master Plan area.
- **Land Use Element**. The Land Use Element will document the proposed land use plan by acreage, building heights, floor area ratio (FAR), and estimated building square footage.

  The plan will also provide an illustrative site plan for each District and how all development components fit together. This will include detailed drawings of development / redevelopment potential and site layouts. The phasing / timing of each aspect of the plan will be documented and cover needed demolition, facility / use relocation, site preparation, infrastructure improvements, and new development.
- **Circulation Element**. The Circulation Element will document roadway connectivity, roadway functional classification and related cross sections, recommended methods for accommodating pedestrian and bicycle traffic, as well opportunities to link to transit services. Also included in this will be a parking plan to support proposed uses.
- **Infrastructure Element**. The Infrastructure Element will include a backbone infrastructure concept plan that is based on general capacity calculations using typical loads and handling capacities, but not detailed system analyses. The element will address potable water, sanitary sewer, storm drainage, electricity and telecommunications facilities. This will tie in with the separate scope designed to provide the Hagåtña River Flood Damage Reduction Project Feasibility Evaluation.

Task 3.3 Analysis of Economic Impact of Recommendations

Matrix will assess the economic impact of implementing all recommendations from the administrative draft Hagåtña Master Plan.

Task 3.4 Analysis of Impediments to Revitalization

Throughout the other phases of Task Order No. 1, Matrix will evaluate constraints and opportunities to assess any impediments and develop, if necessary, mitigation measures or alternatives to address the identified impediments. These impediments may be in the form of infrastructure constraints or conflicts with other planning projects, such as the Hagåtña River project. Matrix will develop actions to address any issues identified.

Task 3.5 Draft Hagåtña Master Plan

Based on comments received from GEDA and HRRA, Matrix will provide appropriate revisions and provide a public draft version of the Hagåtña Master Plan (including any required District Plans). This will be the version of the plan that will be used during Legislative hearings.

Task 3.6 Legislative Hearings

Matrix will support the hearing process with the Legislature by attending up to two (2) hearings (schedule on sequential weeks) on the proposed District Plans that require Legislative review. At these hearings, Matrix staff will be available to support presentation of the District Plans, answer questions posed by the Legislature, and document all comments and direction provided.



An overlay district is used to establish alternative land development requirements within a specific area that requires special attention. Within the Hagåtña area, this special need relates to the unique mix of culture/history and modern development in the area. It also relates to the special needs that come with redevelopment activities and the desire to relocate a government center into the area as part of this redevelopment. Development of the Hagåtña Overlay District will include information on nonconforming uses, exceptions, and enforcement of zoning, including:

- penalties for violations of zoning;
- alternatives for and enforcement of zoning;
- funding for enforcement; and
- review and appeals process.

The Hagåtña Overlay District would be superimposed over Guam's existing Zoning Law, and would consist of a physical area with mapped boundaries and written text spelling out requirements that are either added to, or in replace, those of the underlying Guam Zoning Law. The Overlay would not be a complete replacement of the existing Zoning Law in this area, but would only adjust the items needed to facilitate flexible and creative design solutions for this area. Where the current Zoning Law is appropriate, this would still apply.

The Hagåtña Overlay District would include, but not be limited to, the following items.

- Provide any changes to Zoning Law needed to fully facilitate implementation of the Hagåtña Master Plan.
- Provide guidance for development of a GovGuam center, including potential changes to site design requirements.
- Provide flexible design standards to facilitate creative solutions.
- Provide flexible parking standards for infill commercial development, particularly to allow off-site parking and reciprocal parking agreements.
- Creation of a more refined set of land uses, including clearer direction on mixed use development.
- Provide zoning direction that is compatible with tourism and cultural / heritage site protection and use.

Task 4.2 Legislative Hearings

It is assumed that all Legislative hearings on the Hagåtña Zoning Code will be staffed and supported by HRRA, and Matrix will not be attending.

Task 4.3 Final Zoning Code

Based on comments received from the Legislature and HRRA, Matrix will provide appropriate revisions and provide a final version of the Zoning revisions package.

Deliverables:

- Draft Zoning Code (electronic copy)
- Final Zoning Code (10 copies + electronic copy)

Task 5.2 Final Design Guidelines

Based on comments received from the HRRA direction, Matrix will provide appropriate revisions and provide a final version of the Design Guidelines package.

Deliverables:

- Draft Design Guidelines and Regulations (electronic)
- Final Design Guidelines and Regulations (10 copies + electronic copy)

Phase 6 Develop an Implementation Schedule

Matrix will develop an implementation schedule for the goals, priorities, and actions outlined in the Hagåtña Master Plan. The implementation schedule will include information on funding sources for each component of the Master Plan and will provide incentives for infill development.

Task 6.1 Administrative Draft Hagåtña Implementation Plan

The Hagåtña Implementation Plan will identify suggested strategies and actions the HRRA, GovGuam, and other stakeholders can take to implement the Hagåtña Master Plan. The plan may include items such as recommended capital projects, entitlement enhancements, strategic infrastructure investments, leasing strategies, phasing and other items.

For this effort, Matrix has assumed that up to thirty (30) projects will be documented. For each project, Matrix will prepare a Project Planning Sheet (PPS) for each project. The level of effort and content will describe the type and scope of each proposed project, including its major elements, phases and affected sites, provide a current total project cost broken out by major elements/work items, describe the source and date of the cost estimate, provide estimated start and completion dates (month/year) and indicate a proposed funding break out by fiscal year. The PPS will as a minimum address the following:

- Project Title
- Project Description
- Project Justification
- Project Cost Estimate
- Project Timing / Phasing

The section will also include a revenue sources and funding mechanisms component. Based upon the final development program, an implementation resource assessment will be compiled that details the types of monetary funding and other resources which may be utilized to fulfill the final vision of this site. This information will include the name of the funding program agency, available resources, resource limits and availability, timeframes, terms, and prerequisites. As part of this effort, Matrix will prepare materials to support up to six (6) grant application packages for use by HRRA, GEDA, or other GovGuam entity to obtain project funding. Matrix will also prepare general information that can be used for other grant opportunities that may arise in the future.

conform the available funding, which may be termed as "flood control" or "ecosystem restoration."

FEMA has defined a floodplain floodway on the Hagatna River. The floodplain overtops its bank during the 100-year flood event. A Hydrologic Engineering Center – River Analysis System (HEC-RAS) model was likely used to define the 100-year floodplain water surface elevations. The 100-year flow rate will be evaluated. A revised HEC-RAS model will be prepared to determine the effectiveness of the proposed improvements. A Conditional Letter of Map Revision (CLOMR) will eventually be required, but the level of this work effort cannot be defined at this time for processing through the Federal Emergency Management Agency (FEMA). A CLOMR gains confirmation that the proposed improvements will take the downtown area out of the 100-year floodplain once channel improvements are constructed.

Task 7.1 Data Collection
Matrix will collect data appropriate to existing conditions and plans. Matrix will also develop an understanding of alternatives and the recommended Flood Control improvements in consideration.

Task 7.2 Stakeholder Interviews
Working with HRRA staff, the Matrix Team will identify and conduct interviews with up to 10 key stakeholders / stakeholder groups to solicit their initial input on the Hagatna River Flood Damage Reduction component. This could include GovGuam elected and appointed officials, GovGuam technical staff, and federal government representatives (FEMA, ACOE). Our team will rely on input from HRRA staff to ensure that the individuals/groups interviewed represent a broad spectrum of community interests in the District. These interviews will be conducted during the same site visit as the master plan interviews.

Task 7.3 Confirm Improvement Performance
Confirmation that the recommended option will reduce the flood hazards to downtown.

Task 7.4 Confirm Costs
Evaluate and confirm the cost for the Flood Control Channel. The proposed project is described as a $7.1 to $21.5 million project. The low cost option studied in 2005 involved levees which are now very difficult to permit since Hurricane Katrina.

Task 7.5 Feasibility Study
Examine project delivery alternatives and conduct a feasibility study of different approaches. Prepare an action plan on the steps required to implement the ACOE plan and a potential cost estimate and funding options/mechanisms. Prepare a report with a recommended go-forward approach.

Task 7.6 On-Going Coordination and Meetings
Matrix staff will be on-site during data collection and for a charrette / meetings with stakeholders on island. GovGuam and other agencies will need to comment on the proposed approach, project and channel improvements, and expected project costs and timing. Meetings will be necessary with project sponsors to update on the progress of the study. Agency meetings are required is for coordination with parties



included in this discussion are finance management, infrastructure planning, design review, land use approval, ownership of property, redevelopment financing, and so forth. In these cases, the roles and functions to be performed, the governmental authorities that will be used or needed, and the level of staffing will also be discussed.

In looking at alternatives, in addition to looking at typical planning functions, some of the functions that can be addressed also include:

- Planning
- Liaison
- Mentoring/Advocacy
- Promotion
- Monitoring
- Prospecting
- Business Assistance
- Research
- Community Enhancement

From the alternatives presented, it is possible that the selected alternative will be a mix of more than one option. For instance, an alternative may include the development of an authority with land planning and redevelopment financing for the government and cultural subareas in Hagåtña, while the housing and commercial subareas may rely more on an enhancement of existing GovGuam agency activities supplemented with a design review function.

Case studies of locations that have successfully implemented one of the alternatives will be provided to help give real world context to the alternative, the challenges faced, and the successes achieved over time.

Task 8.3 Whitepaper on Funding / Financing

A key component in any implementation plan is funding / financing. Under this task, Matrix will prepare a whitepaper that defines and describes current funding / financing activities and the options available for consideration (new sources). For funding, this will include a comprehensive look at funding sources that can be applied for both operational activities (such as staff and facilities) as well a project implementation (such as new infrastructure). For financing, this will cover the tools available today (including applicability, limits on application, likely terms, and availability of such financing), changes to legislation that allow property tax from the area to be retained to support operations, and a similar presentation on available funding sources.

Task 8.4 Presentation to GEDA and HRRA Board

The two whitepapers will be presented to the Hagåtña Restoration and Redevelopment Authority (HRRA) Board and the Guam Economic Development Authority (GEDA) staff in a working session designed to have an open discussion of the alternatives and the selection of a process that best meets the needs of the Hagåtña area.

Task 8.7 Staffing Plan

If the Plan of Action proposes the development of a new organization, or changes in staffing at an existing agency, Matrix will provide:

- Organizational chart
- Job descriptions and target salaries for each position
- Description of roles and responsibilities

Task 8.8 Financing Plan

Matrix will prepare a financing plan for the Plan of Action, including cost estimates and a project budget.

Task 8.9 Plan of Action

Based on input from the HRRA Board and GEDA, and incorporating materials prepared under Tasks 8.5 – 8.8, Matrix will prepare a Plan of Action for the new organizational and financial construct.

Deliverables:

- Whitepaper on Organizational Options (electronic copy)
- Whitepaper on Funding / Financing (electronic copy)
- Plan of Action (10 copies + electronic copy)
- Final presentation to HRRA Board (meeting handouts)

PROJECT SCHEDULE

Matrix understands the importance of completing this project the timeframes established within the RFP for Task Order No. 1. The overall project is comprised of several individual study deliverables which will be completed at key milestones. In most cases, each project deliverable deadline will be incremental and requires approval of one project prior to starting another project deliverable. Matrix will work with GEDA during Task 1.1 to develop a mutually agreeable project schedule.

ASSUMPTIONS

The performance of this scope of work and the associated cost estimate are predicated on the following assumptions.

- HRRA will provide Matrix a copy of the existing Hagåtña Master Plan, Phase I, in a Word format.
- All electronic documents prepared as part of this effort will be prepared and submitted using the following software (as needed):
    - Microsoft Office 2010 for documents and presentations
    - Adobe Acrobat 10
    - ESRI ArcGIS for GIS
    - Photoshop, Illustrator, InDesign (2014) for graphic materials
    - SketchUp for illustrative design

ATURIDAT NUMA'LO YAN INADALANTON HAGÅTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting Minutes

Thursday, December 6, 2019 - 4:00pm

GEDA Conference Room, ITC Bldg., Tamuning

Agenda:		Discussion & Summary:	Action Taken:
I.	**Call to order:**	Chair Leon Guerrero: Maria Leon Guerrero called the meeting to order at 4:16pm	Meeting was called to order at 4:16pm.
II.	**Attendance:**		
	Commissioners:	Chair Maria Eugenio Leon Guerrero; Vice Chair Patricia Ada; Commissioner Greg Perez; Commissioner Nanik P. Keswani; Treasurer Carlos Madrid; Commissioner Rita Franquez	
	Ex-Officio Members:	GEPA ; DPW Director Vincent Arriola; CLC Hope Cristobal	
	HRRA Staff:	Executive Director Lasia Casil; Joseph Santos	
	Guests:	Rikki Orsini (Senator Kelly Marsh Taitano office); Roland Villaverde	
III.	**Chair Leon Guerrero: Report: HRRA Mission & 2020 Plan**	Chair Leon Guerrero: Leon Guerrero shared the vision statement (attached) and read aloud the mission and goals of the HRRA.	C. Keswani: requested a copy of the Executive Order 02-2019.
		C. Keswani:: What is the source document that this came from? And the strategic goals are laid out within the plan? An d the strategic goals are based upon the law?	
		Director Casil:: The major points all came directly from the law and the strategic goals are based on direction from the Governor and the HRRA.	
		C. Franquez: There seems to be something good happening in Hagåtña and businesses seem to be coming in.	
		C. Cristobal: I just recently received on November 12th a memo from Director Casil:: asking for a lot of input telling us that we missed a deadline 4 months ago. We never received the communication in the first place Even though it did come from the Lieutenant Governor's office it wasn't transmitted to us. We haven't been given any agenda items relating to this board. We have looked for the agenda and haven't gotten any. Whatever it is that you have requested of this board, we haven't seen the Hagåtña Master Plan. We are requesting that you come to our board and explain this project. One of the things we are concerned are the renaming the streets of Hagåtña. Are we doing this to pre-world war II names? We have written to HRRA requesting for all materials anything relating to Guam Place Names Commission. We never received a response from you. We have been since December 2017 the official Guam Place Names Commission.	Chair Leon Guerrero: Can we make sure she is on our email list?
		Director Casil:: I will be addressing your concerns. They are on the agenda for today under new issues.	Director Casil: will confirm future communications with Commissioner Cristobal moving forward.

Agenda:	Discussion & Summary:	Action Taken:
	Chair Leon Guerrero: Back to this strategic document. I thought it was important for us to discuss this and take a vote if we are in support of this so we can move forward with our plan for the next year. This stuff comes straight out of the law. Its not really something for us to debate a lot. This is what we are created to do. C. Keswani:: Basically this is coming from the law. The quarterly plan is based upon what we are going to do this year. It's an objective that informs our stakeholders this is our plan for the current fiscal year. I don't think this requires a board motion.	No action was taken.
IV. Secretary Report:	Chair Leon Guerrero: The Secretary is not here. Director Casil:: The minutes are here for you to review if you want to take time to go over them and get back to me with any changes.	
1. September 6, 2019 Minutes	September 6 minutes are being reformatted.	
2. October 3, 2019 Minutes	K. Keswani: The October 3 minutes which were issued at the last meeting and modifications were provided to you those have been incorporated? Director Casil:: Yes. This is the new format.	C. Keswani:: I would move that we approve the minutes for October 3, 2019. Vice Chair Leon Guerrero: Ada seconded. All voted in favor. The motion carries.
3. November 7, 2019 minutes	C Keswani: I would request that we have some time to review the November 7, 2019 minutes and get back at the next time. All commissioners agreed. I would request that all previous approved minutes be forwarded to all the stakeholders as minutes that have been approved.	Time was granted for all commissioners to review the minutes and vote at the next meeting.
V. Treasurer Report	There is no treasury report at this time.	
VI. Old Business:		
1. Sub-committee Report	Chair Leon Guerrero: Let's start into the old business. The Sub-committe report for the Design Guidelines, Map Atlas and Hagåtña Master Plan as well as the agency comments received to date and follow up with each of those. C. Madrid: : As far as the Design Guidelines and Map Atlas is concerned we already submitted the report. We stand for it. We met for the review of the Hagåtña Master Plan C. Keswani:: The Hagåtña Master Plan has some additional considerations. The review of the Hagåtña Master Plan is taking longer than anticipated. We should have those completed by next week. Chair Leon Guerrero: Do you have any more meetings planned? C. Keswani:: Yes, once I have completed my review of it, I will meet with Commissioner Madrid and we will go through it again and then do the same thing we did with the first batch of reviews and submit that to the board at the next meeting or before it.	Chair Leon Guerrero: Recommended at the subcommittee level they review the agency comments

Agenda:	Discussion & Summary:	Action Taken:
	Director Casil:: For the record, on October 3 2019, this board voted to create a sub-committee to review the 3 documents that are to be submitted to the Governor and the Legislature. Those documents are the Map Atlas, Design Guidelines and Land Use Plan. They met on October 24 to review the Design Guidelines and the Map Atlas and they met on November 25 for the final review of the Land Use Plan. I just wanted to explain that those that weren't aware. Chair Leon Guerrero: Any other discussion? C. Keswani:: On the agency comments and follow up letters can we talk about that? I'll make a general comment. Reviewing what has been happening in the last month and a half there seems to be some disconnect between what the agencies say they have received and commented on and what we believe has happened. Maybe there is some research required there maybe some understanding required and some discussion required, where we are really, whether we have actually received all those comments whether we have incorporated those comments and to what extent because there's a lot of confusion and I'm not talking about just at our level but at the executive level and the legislative level where the comments are. So we'll talk about that later on during the legislative discussion in new business. But I am concerned that even now as we speak the matrix that was provided by the executive director's office a week ago that showed what comments have been received what have been incorporated and what has been included does not match the backup that I was provided. The backup is the letters. The agency comments are there. And we're saying on the matrix that they have been provided, they have been incorporated and the timing is wrong or we haven't received their comments this go around or the comments have not been incorporated. There is serious mismatch from what I have analyzed. Spent a lot of time looking at it. I talked with the Executive Director and the Chair Leon Guerrero: . We need to get at the bottom of that to see basically where we are. What is our baseline and how to we get forward from there regardless of what's happened in the past. Chair Leon Guerrero: May I make a suggestion? I think at the subcommittee level, why don't we just have a separate meeting to talk just about that? We'll go point by point, agency by agency, what was received, what was the response and how it was resolved and then we can clear the ai and the subcommittee can come back to the board confident and say this is what it is. It's the same subcommittee we've been working with. The main point of the subcommittee was to get into the weeds, go over the documents and come back to the board and say hey we're good to move forward. C. Keswani:: Even today one of our ex-officio members says they haven't heard back from us. We need to look into that as a board. We need to come to grips with what is real now today and see how we are going to move forward. Chair Leon Guerrero: I know that from what I saw, the Lieutenant Governor sent out a..., I don't know how those things get distributed?	

Agenda:	Discussion & Summary:	Action Taken:
	Director Casil:: They go through central files so everyone gets one, it gets stamped and they have to sign out for it. C. Keswani:: So if the Governor sent out the letter to everybody in June, so everyone should have gotten that letter, at least and therefore should have the responsibility and the time necessary to respond. Chair Leon Guerrero: So that whole circulation is documented like stamped received by each individual agency? Director Casil:: Yes. C. Keswani:: The table provided by the executive director doesn't show that we received other comments. Chair Leon Guerrero: I know. What I'm talking about is that if the letter was delivered is one thing, whether it was read or responded is totally separate. C. Madrid: : If the letters are sent but the responses are not received there is not much we can do. C. Keswani:: We'll talk about that in the new business portion. I have a way that I'd like to address that to so that we can mitigate some of these discussions we're having over and over about the same things. C. Madrid: : As far as the agency comments are from what I saw, the way I see the picture, the letters are being sent from the office of the Lieutenant Governor with a deadline with a scope of the comments requested. Some of them have answered, some of them have not have answered. C. Keswani:: So what do we do then? C. Madrid: : The responsibility on the lack of answer lies on the institutions that have not answered. Chair Leon Guerrero: The other thing to remember too, before going down this rabbit hole, is that this plan is a living document. We don't want to give the impression that we're going to approve this and it's never going to change. There's always room to negotiate and change things, for example, Senator, you mentioned the names of the streets, it doesn't even go into that level of detail. So all of those things would need to be decided at the appropriate time and we would bring in our ex-officio partners who are experts in that sort of thing to help us with that. Its not as if we went in there and said we're naming all the streets now. That's not what it is. It's more of a guideline to say these are the policies and guidelines which would govern the city and the growth and development of it. C. Keswani:: That's the comment I wanted to make on that one, that there are some outstanding issues, regarding agency comments and follow up letters. Chair Leon Guerrero: So we'll have a special meeting just to go over those. Any other discussion on the sub-committee? We're good? Ok. So let's move on to Projects.	

Agenda:		Discussion & Summary:	Action Taken:
2.	**Projects**	Director Casil:: I met with the Governor and she indicated she would like to move forward with the development of the Land Resources Bldg and Palasyu in Plaza de Espana. I also met with GEDA and DOL to discuss next steps. The plans were completed 10 years ago and have been sitting on a shelf. Another meeting with the Governor is scheduled for the 12th to discuss more details. For any development to move forward the River Feasibility Study needs to be addressed. Director Arriola is here to give us a report on that.	
		C. Arriola: I'm happy to be here. The Governor requested assistance from the Army Corps of Engineers (ACOE) in early May 2019 to perform an analysis of the flood plain area in Hagåtña. Several years ago, DPW through the Federal Highway Authority redid the Hagåtña Bridge lengthening and widening the bridge and expanding Marine Drive. When this was done they also expanded the water way making it deeper and lengthening it. Because of that, DPW believes the river flow is much smoother and the hydrology involved in that river is more efficient. The Governor is asking the ACOE to reassess the Hagåtña river flow and see how it impacts the flood plain management zone within Hagåtña. It is reported that there is funding for this. As a matter of fact, Commander Sanborn will be on Guam next week to visit with the Governor and discuss moving forward and the scope of work. There is a commitment by the ACOE to do this study the tune of $3M in Federal Funds at no cost to the Government of Guam with no matching funds for it. It will asses the impact of the new bridge, the flow of the water. I don't know how long it's gonna take but I do have a scope of work and it will take about a year to complete the study. One of the endgames in doing this, is that it will give us a new Guam Flood Insurance Rate Map (FIRM). The last that was assessed study was back in 2007.	Director Casil: and C. Keswani: requested to join in the meeting on December 13th with Commander Sanborn
		Chair Leon Guerrero: clarified that the $3M is just for the study only.	
		Commissioner Cristobal: I would like to ask the DPW include the Northern Water & Soil Conservation District in their proceedings?	
		Director Arriola: The nature of their study is the hydrology and flow of the water. Just for the record the meeting will be on December 13th, 4pm at my office.	
3.	**Hagåtña Happenings (May Fair & Sirena Festival etc...)**	Chair Leon Guerrero: On to our favorite topic. The festivals!	
		Director Casil:: I don't have any information because it doesn't make any sense to form a subcommittee without the consent of the board. However, I have spoken with stakeholders, the Governor and they support revitalizing Hagåtña with events to liven it up. She would like to see more activities and events. I think this needs to be determined by a subcommittee, however, I need to look towards this committee for guidance whether this is part of our mission.	

Agenda:	Discussion & Summary:	Action Taken:
	Chair Leon Guerrero: This kinda ties in with our vision and mission statement. Our role as a board should be do we feel that putting on these festivals is part of our vision our mission, yes or no, if we decide that then we leave the execution to our management team. What do you guys think? C. Franquez: I would like to suggest Sirena Festival. Sirena came from the Minondo area. We can tie in the area historically and bringing in our culture. Sirena would be a good suggestion to check out for a festival. C. Madrid: : This is already in our mandate to. It is part of Any cultural event is a cultural resource. It falls under the mandate to preserve and educate about it. It is the more of the timing of it. In the 4th quarter mission statement. C. Keswani:: Where are you reading this Carlos? My comment on that is that our mission is to preserve, enhance, educate, not organize and champion festivals in town. That should be left to GVB or other agencies that organize festivals. We have a lot of work to do, we are planning to build the DLM building in the next year, we got limited staff. W C.Madrid: I would agree with that. Even though it is part of our mandate, it doesn't necessarily mean we have to organize it, or control it, or decide about it but somehow channel it to the right institution that have the experience, manpower or budget about it. Certainly with the insight or the input of whomever from the board as the Hagåtña Redevelopment. But to organize it as part of our strategic plan would be like somehow derailing our multiple tasks, postponing decision making that is in place. Chair Leon Guerrero: To bring this back to the decision is do we feel as a board members is this part of what our mission is? Yes or no? The execution of it is, that is a separate matter. C. Madrid: : The organization of it or the promotion of the festival? Chair Leon Guerrero: Should we be leading these things, yes or no? Director Casil:: May I say something, take for instance the lighting of the Christmas lighting in Hagåtña, that was lead by one agency with the assistance of the other agencies. Its not like HRRA is taking the lead, we're going to pull in the appropriate agency for assistance. Chair Leon Guerrero: Just to make it clear, HRRA would spearhead? Vice Chair Leon Guerrero: Ada: I think its good that we promote it but not I don't think we should really be involved in it. I think we should start building Hagåtña with our government buildings. We should focus on that. C. Perez: It is part of our charter. My question is how much is it going to cost us? Chair Leon Guerrero: My understanding is that the goal would be for it to be sponsored by corporate sponsors. There is the issue of the time and the effort being diverted to other things	

Agenda:	Discussion & Summary:	Action Taken:
	C. Keswani:: Regardless of the time that it takes to get up and running on the building projects, I feel this is outside of our charter. We encourage those people, we get involved with them, support them but as an agency responsible for Hagåtña's restoration and redevelopment we shouldn't be having festivals because it will dilute our reputation as to what we're trying to do. We're building a multi-billion dollar twenty-thirty year program. If this is what people see in the beginning. This is what what will stick with us. This is what people will think we are, fair organizers. Chair Leon Guerrero: If no further discussion, I will put a motion on the table.	Chair Leon Guerrero: Leon Guerrero made the motion that the HRRA participate in the coordination of the events but not be the lead. C. Madrid: seconded the motion. All voted in favor.
VII. New Business: **1. Matrix Invoice #25064**	Director Casil:: In October 2018 Matrix completed their task order and submitted an invoice 25064. In the latter part of 2018 Matrix completed one of their tasks and submitted an invoice to GEDA. Due to the lack of quorum for much of last year. This invoice went unpaid for 6 months. We didn't have a board until July of this year. Chair Leon Guerrero: Can you please clarify is there a policy if every payment needs to be approved by the board? Joe Santos: It isn't an invoice. There is an MOU between GEDA and HRRA that states the Director has authority to approve payments below $250K. Director Casil:: At the time, I approved payment for $196,297.27 to GEDA. You can see all the different emails requesting payment. Mr. Santos analyzed the work and made the recommendation for payment. C. Keswani:: Does the MOU state that the Director has the approval authority up to $250,000. Is the MOU specific that you do not need the boards approval for the work accomplished? Chair Leon Guerrero: For this particularl invoice, did the board did or did not approve the invoice? Director Casil:: There was no board at the time to approve the invoice. The invoice was 6 months behind.	

Agenda:	Discussion & Summary:	Action Taken:
	C. Keswani:: Madame Chair Leon Guerrero: , let me make a suggestion? The invoice has been paid. The Executive Director is a new director, she wasn't director last year. Whatever the rational was we don't know for sure. I've looked at the documents that you've submitted to me. I've found some gaps. The invoice has been paid that's a done deal. What we should try to do is find the mechanism to make it right.That the board has approved it so that may require ratification by the board. Before the board can ratify it we need to know the facts. My analysis shows me there are still some open questions on the previous invoice, this invoice, and the percent complete on the last invoice and what we've paid when we said we were paying and this one there are some discrepancy. To avoid that kind of future audit from anybody I suggest that we do a desk audit from the board of what's available at the HRRA look at the previous invoice, look at this invoice, look at the work being accomplished and try to come up with a rational to help you ratify the decision. Then bring it to the board and say this is what occurred and this is how we should precede on it and come up with recommendations on how to ratify decisions that have already been made and money that have been paid. That will help the Executive Director, previous HRRA administration and also us moving forward,. Chair Leon Guerrero: : What you are saying is that you want a comfort level that all this stuff was actually done. C. Keswani:: We need to find a way to put it all together. I would like to put together the rational saying these are the plus points. This is what happened and this is why it happened. Once we get that behind us. We'll get that issue resolved with the legislature. I would like to be on that audit team. I would like one more to be on the audit team. Chair Leon Guerrero: I volunteer.	Madame Chair Leon Guerrero: and C. Keswani: will perform a desk audit next week on the invoice.
2. **Legislature**	Director Casil:: We have a couple of issues. The first issue is on June 11, the LT sent out a memo requesting the final comments from all of the agencies with a deadline of July 15. On November 7, 2019, I received memos from different agency directors that were sent from Senator Marsh office requesting input into the master plan extending the deadline to November 30th. I was very surprised at this considering we had already decided at our 2 board meetings when we were going to meet and discuss these documents. I did respond to the directors of all the agencies, citing that the LT had set the deadline of July 15. Included is the memo from him. I was ccd on the response to all the directors. I'm not going to go into details of all this but the last letter is to me dated November 26. Commissioner Cristobal, your letter is included in here. The issue is, we were very surprised to have this going out considering we had already set a schedule by the board. I got some feedback from the Lieutenant Governor and the Governor on this and I did speak with all of you separately. I think it has been elevated to the level of the board as to what direction I need to take now regarding taking in more feedback from the agencies. Who's responsibility is it? Who am I taking orders from the legislative branch or executive branch?	

Agenda:	Discussion & Summary:	Action Taken:
	Chair Leon Guerrero: I have a question. With regards to Senator Marsh's last letter to you. She says she spoke to Lieutenant Governor on November 22 and he indicated that he's still open to receiving feedback. Director Casil:: I met with the Lieutenant Governor on November 23. I have a direct contact to the Governor and Lieutenant Governor. I take my direction from them. Anyone can send me a letter and say this is what the Governor and Lieutenant Governor want. I exercise caution when I get those type letters or I can just call the LT and ask. My direction was that we need to move forward. He did request to see the comments. We sent all the comments we have so far. I did explain that this is a living document. In the first five years of this document, it's mandated that it's examined and re-examined and every five years after that to incorporate what needs to be done or amended. It's not a concrete document but this board needs to move forward with what it has to do and we had already set a schedule on October 3 with the subcommittee. Chair Leon Guerrero: It basically comes down to we have a directive to get somewhere on this but where's the deadline? The goal post just keeps moving. C. Keswani:: May I make a few comments? The deadline we set is ours. Nobody set the deadline, nobody told us we had to issue the master plan by a certain date. The master plan is a living document but the master plan needs to be complete. If we issue the master plan and the supporting documents without the concurrence and the buy in of our stakeholders, all they will be is they will ignore it or they will say that is not what we said. Going back and looking at what happened at the timeline that I came up with, the Lieutenant Governor said give us comments. He sent out a memo to all the agencies, he didn't specify only the ones that are on our board of directors or ex-officio members, that letter went out to everybody. So agencies have the responsibility and the authority to respond. Some of them did, some of them did not. We can not ignore the agencies, and say because you did not respond by a date we set for you. You sent a letter saying you have 2 months to respond? Director Casil:: The Lieutenant Governor set a deadline of July 15. C. Keswani:: So they did not respond, but if they still have comments and we want the master plan to be as close to final and perfect as we want it to be. Then we have an obligation to take the comments when they come late. Chair Leon Guerrero: We have been taking comments after July 15. But the fact still remains, at a certain point we have to cut it off and move forward. We need to approve this as a board and move on if we are hoping to approve it in the first quarter of next year. C. Keswani:: That's our deadline. Director: That's the Governors deadline.	

Agenda:	Discussion & Summary:	Action Taken:
	C. Keswani:: Joe, the spreadsheet that you gave us on November 25th, received from the Executive Director, in our meeting, you said all these comments have been submitted and incorporated. Six of these agencies are comments from prior years 2018, therefore they have not commented in 2019. Joe Santos: Actually they have, they came back and said, we already made our comments. EPA is still EPA no matter what governor is there. When we asked them to update it and just give us a comment they said we've already given it to you. GPT said the same thing. MARC said the same thing. Our comments have not changed. Chair Leon Guerrero: I think we can avoid a lot of discussion if we just focus on this decision. Our goal is a self imposed goal. We want to get this thing approved by the legislature in the first quarter of next year. So working backwards, what would be the drop dead date for us to have received comments? C. Keswani:: The goal that we have set is unrealistic for getting this approved by the legislature in the first quarter, because the comments need to be received and incorporated by technical subject matter experts into the master plan to make the master plan a document that somebody a contractor that we can hold them responsible for it. If we take ownership of the document and say it is our document, then the contractor is out of it completely, then it becomes just the governments master plan. And Matrix is not responsible for anything that's in there once we accept 100 responsibility. So these comments that are coming, whether we are incorporating them ourselves or not, some of them we have and some of them we haven't. They need to go back to Matrix. Chair Leon Guerrero: I thought we agreed we were going to have Matrix edit the document. C. Keswani:: Correct, so therefore a change order to Matrix need to be prepared and issued to take the comments and wherever it is said 100% completed that activity is not 100% complete, or we can add new activities go back take the comments and incorporate the comments. To do that they will have to talk to some of the stakeholders because the comments are not very clear to us or you, Joe. Joe Santos: Actually, they are very clear to me. Almost every single one of these comments we have recieved, its obvious they haven't read the master plan. C. Keswani:: Let's not go there, we don't want to dispute whether the agencies have done a good job. If the agencies have sent us comments it is mandatory for us to incorporate those comments or respond to the agencies saying these comments do not make sense and this is why. And that is a technical subject matter expertise that we don't have in this organization right now. Director Casil:: We do. Joe is our technical advisor. C. Keswani:: Joe, you are not an engineer. You can not say these comments are valid or not valid.	

Agenda:	Discussion & Summary:	Action Taken:
	Joe Santos: The comments they are making they deal in the engineering arena but they are not engineer questions. If there are concerns about it, I call the agency up about it and ask them what is this they are referencing. Can we meet and talk about it? When you talk to the individuals that actually wrote it, they're not engineers. When you look at the master plan they're not necessarily reviewing the master plan itself, they are putting things in that are more regulatory than they are planning and policy making. The other issue, is there is only one ex-officio member that has not responded, the law only requires that 9 ex-officio members be a part of the boards responses. Now the Lieutenant Governor sent it out to all the agencies, we're not turning around and denying their comments, we're saying we're incorporating their comments. and then we explain to them. You saw that with agriculture. Agriculture is not an ex-officio members but we responded to them saying this is what it is and this is where it is covered. C. Madrid: : What I see here is that the agencies have been sent one letter with a deadline by the Governor, some agencies have answered some have not. A second letter was sent with another deadline, some agencies have answered some have not. Some of the answers that we got were incorporated and the other ones are being sent to Matrix for incorporation into the document into the master plan. What we can not do is go back to the agencies, and say you're comments were incomplete, or were not professional or not accurate. Chair Leon Guerrero: There's gonna be a level of effort involved in resolving comments, maybe its a little effort, maybe its a lot of effort, it might involve meeting going back and forth pulling in someone technical. That's the decision that we have to make. Even if we sat down and created a project plan with all the steps that need to happen, how much time does it need to be with the legislature, how much time does it need to be with the Governor, how much time does it need to get approval from our board, how much time does it need to resolve each and every one of these comments? All of those task pile up and you have this timeline. Maybe the time frame we have about approving in the first quarter perhaps it is unrealistic when we look at all the different steps. C. Keswani:: That's my assessment. It's possible. Chair Leon Guerrero: Well we don't know. The thing for sure, if we open the door to additional comments, we are adding on to the time that's its gonna take to approve it. C. Madrid: : And then there will be more comments. And then there will be more. C. Keswani:: I'm not saying that we should get more comments. I'm saying that we should close the loop with all the stakeholders that we have sent a letter saying give us your comments back. If they have no comments, if the ones from 2018 were valid, that's fine. If the ones from 2017 are that's fine. All that we want is a letter saying that previous comments are what you had that's fine. Chair Leon Guerrero: What would we see as a reasonable time frame to get that done?	

Agenda:	Discussion & Summary:	Action Taken:
	Director Casil:: I'm looking at the minutes and there was a point when the Chair Leon Guerrero: said we would focus on the ex-officio members, we met and said let's just focus on these last ones. Chair Leon Guerrero: I still think that's reasonable. We should definitely reach out and get comments from our ex-officio members. Who in the law it is stated we have to work with these agencies these are the critical stakeholders. At the very least, if we close the loop with them, that would be sufficient for us to move on. Again, its a living document, if there are other agencies that have a burning desire to submit something, we're not going to turn them away. Maybe it doesn't make it in for what is presented to the Maga'Håga but it's still something that we can take into consideration as we modify the document because it is a living document. C. Madrid: : I don't think any member of the board has any intention to keep out any agency of submitting comments to the master plan. It's more about being practical and let's move forward already. Any comments that may come, for sure there are going to be more comments. We have to close the loop at a certain time and move forward. C. Cristobal: We are supposedly one of the agencies that Governor Tenorio at the time issued the June 11 memorandum. We never received this so how would you know that we received it or not? There was never a follow up for those that didn't respond. Obviously we didn't because we didn't know the memo existed. Ms. Executive Director here wrote to us on November 12th basically scolding us for passing the deadline and not having any input unbeknownst to us we didn't know this. On November 29, I immediately wrote to you but I have never received a response in the substantive request of our letter. Executive Director: It took me a little while to translate it. C. Cristobal: Then Senator Kelly wrote to me specifically, basically saying these are the things you should be commenting on that relates to the concerns and needs and considerations for our Kumision because she's our oversight. Is she your oversight as well? Director Casil:: Yes. C. Cristobal: Apparently, she is planning an informational oversight hearing on this work here. . We do not have the Hagåtña Master Plan. I myself have never seen it. I understand that it is on someones wall and our Kumision is supposed to come and take a look at it. Chair Leon Guerrero: What we are proposing is that for all the ex-officio members who we haven't received comments from that we just close the loop on that. We'll make sure you get it and that you have the opportunity to review it and come back to us. At the very least we'll have and feel that we have a level of due diligence that we did that. How many are outstanding? Joe Santos: The only outstanding agency is CHamoru Language Commission on the ex-officio side.	

Agenda:	Discussion & Summary:	Action Taken:
	C. Keswani:: I disagree with that. I'm looking at the spreadsheet. There are six agencies that haven't given us comments past the Governors letter. MARC, DISID, DLM, GPA, GPT, and BSP. BSP last comment was March 2019, that was before the Governors letter went out in June and they said in that case, that you haven't taken care of comments we gave you in 2017. In 2018 they say you haven't taken care of 2017 comments. We still saying we have their comments and incorporating them? Director Casil:: In the letter we cite exactly where in the master plan those comments are. C. Madrid: : In the letter of response to them? Director Casil:: Yes, in the response letter to BSP. C. Keswani:: In March 2019? Chair Leon Guerrero: We're going to address this in a separate subcommittee. C. Madrid: : Yes. Director Casil:: So what we're saying here is about opening the door for comments, so what I'm hearing is that we basically get all the comments from our ex-officio members. Director Casil:: The whole point of me bringing this up is the Senator herself. Who do I take direction from? C. Keswani:: Here is what I am proposing. I will try to pacify her. We're getting sidetracked from the mission. I will meet with her next week and come back to the board with my recommendations before the next board meeting how to proceed. Get some of that tightened. Look at a schedule. I will also talk with her about what else we can do and find out what the real issues are?If we need to extend Matrix contract, where we will get money for that. I will come back to the board and you Director Casil:: after I speak with her. Chair Leon Guerrero: You say you're (Director Casil::) getting confused about who you are taking direction from and when is the deadline and who needs to respond and so forth? There has been a lot of conflicting information. There is no rule book. We are the board. We are the ones that need to approve this to our satisfaction before it goes before the governor. Its up to us. We say how many agencies feedback is truly critical. In the interest of time and not having this drag out forever, it is my proposal that we just get feedback on ex-officio members that are critical. Otherwise, where do we draw that line? C. Keswani:: If you do that, my pushback is this, you will not get legislative support. Chair Leon Guerrero: I'm not saying we turn away comments, I'm saying we don't let the deadline go on forever. C. Keswani:: I agree with you. Let me work out a transient a plan to for the next 4 to 6 months and see how we can get there. My objective is the same as yours to move the project forward. We have to be up front, we can't be arguing and fighting with legislative because nothing is going to happen.	

Agenda:	Discussion & Summary:	Action Taken:
	Chair Leon Guerrero: So you will interface with Senator Marsh in the meantime we'll work with the Kumision. C. Keswani:: I'll call you in if necessary. I want to talk to her one on one. C. Perez: I think the best thing to do is to agree that we're going to be having the same discussion. Lets approve the concept based upon what we have today and accept changes as they come along. However, we need to set deadlines. We're not trying to say no to anybody that didn't get the opportunity. If we don't do that we're going to have the same discussion month after month after month otherwise its going to go on forever. We gotta move this forward. C. Madrid: : I understood that this was the letter from November 12, 2019. That second letter has been sent already, may not have been answered but we need to move forward. I feel like we have been here already. Are we going to reject any letters coming from any agency? No. I hundred percent agree with you let's put a deadline. That second letter has already been sent. We need to move forward. Chair Leon Guerrero: We can put a deadline. I don't want it to seem that we're rejecting comments. We can welcome them. The issue is will we address them? C. Keswani:: One example that is going to be a sore point. GWA does not want to relocate the wastewater plant. The Master Plan says we will relocate the plant. How do we resolve that without getting input from them? If they are being funded and the governor says go ahead and improve the project, spend x million dollars and the legislative approves the dollars and they are doing it. We're putting in the master plan that GWA is going to relocate the master plan. Either they are wrong or we are wrong? It's a major issue we need to address. We at the board can decide. They are the agency that operates the waste water plant. For current purposes, is it possible that we can say the master plan will not include the relocation of the GWA and later on if we decide to do that, we can amend the master plan just like we're talking about amending. One proposal is take out the relocation of the wastewater treatment plan Chair Leon Guerrero: It's a major issue but that's above us. Let's address that in our other meeting. C. Keswani:: Ok. Director Casil:: Senator Marsh has requested the working draft Zoning Code document. Madame Chair Leon Guerrero: and I met with her 6 weeks ago in which she requested it. None of the board has seen this yet. If we turn it over to then it becomes a public document. Earlier this year, I had a difficult situation and an issue with misinformation being spread and getting out into the public. This board hasn't seen the document. Ive spoken with the Lieutenant Governor and Governor about this. My understanding is that this board should see it first and approve it so that you know what you're talking about if any questions arise with the media or press. C. Madrid: : What is the document?	

Agenda:	Discussion & Summary:	Action Taken:
	C. Keswani:: Its the Zoning Code. Here's the issue. We've said the document is 100% complete. We've sent a progress report to and now the Senator wants to take a look at it. If its 100% complete we can't be working on it. So thats the issue I want to talk to her about. When we say it is a draft, its a draft within our house. Whether we do it or Matrix does it there is more work to go on. That is what I want to convey to her. Chair Leon Guerrero: Leon Guerrer: It's a deliverable. So options? Director Casil:: I am stepping out of this and letting the board decide. Your options are 1. Disclose it. You hand this over to the senator and it becomes a public document. Everyone can see it. None of you have seen it 2. You don't hand it over and you guys keep it until you review it or 3. We review it and Commissioner Keswani report back to the Senator as he is the appointed legislative representative. You would be the one to sit with the Senator. C. Keswani:: Let me have a conversation with her. Joe Santos: The 2 CDs that you were given have the draft Zoning Code on it. Chair Leon Guerrero: Commissioner Keswani, are you proposing that we don't decide this now that you want to have a conversation with her before we decide? C. Keswani:: I am suggesting that I have a conversation with her pertaining to all these issues that have surfaced in the last month related to the documents, related to comments being received, related to what we need to do moving forward and how we are going to work with the contractor, how we are going to incorporate the comments in a holistic fashion and come up with a tentative solution. I will propose a few things to her and see how we can work that out so that its a practical implement decision we can all be happy with including the executive branch. C.Keswani: Which request is that? Chair Leon Guerrero: The request for the working draft Zoning Code documents. C. Keswani:: You can tell her I will talk to her about that. We want to address it in a more holistic way. Chair Leon Guerrero: I think for every document that isn't already on the website we plaster it with draft. Director Casil:: I recieved a FOIA today regarding all conversions regarding all communications for 2019. C. Keswani:: This is exactly what I was afraid of. When we fight with eachother. C. Madrid: : I would not say that the board is fighting with the legislature. But we are being subjected to permanent questioning. Chair Leon Guerrero: Pertaining to this FOIA, Can we go back to the Senator and talk to her and be specific and find out what her concerns are because this is becoming non-productive? This is time consuming to produce all the communications. It would be good to know what exactly she want to see?	Chair Leon Guerrero: So we are postponing how we are going to respond to the Senators FOIA request for the working draft Zoning Code documents pending the results of you, Commissioner Keswani's, meeting with her. All commissioners agreed.

Agenda:		Discussion & Summary:	Action Taken:
VIII.	Executive Director Report	There is no Director report at this time.	
IX.	Announcements:	No announcements at this time.	
X.	Next Meeting: February 6, 2020	Chair Leon Guerrero: Our next meeting is Thursday, February 6, 2020.	
XI.	Further Discussion:	Director Casil:: The Senator has requested that I write a clarifying letter to the agencies about the comments. I have had verbal conversations with the directors of those agencies. Chair Leon Guerrero: I am one board member but my personal opinion is that we just get comments from the pending ex-officio members and move on. C. Madrid: : I have a question. The comments requested by Senator Marsh to be submitted by November 30 have been submitted? Chair Leon Guerrero: Even her deadline has passed. C. Madrid: : There is no answer to those? Director Casil:: Department of Parks and Recreation submitted comments. In our last meeting we spoke about critical agencies. I was following the boards direction. Chair Leon Guerrero: Whatever we go we'll look. I think we only need to hear from the Kumision. C. Keswani:: If the motion passed then I don't need to have a conversation with the senator. Chair Leon Guerrero: Why? There are other issues? C. Keswani:: I will take that up.	Chair Leon Guerrero: I put a motion on the floor that we limit the comments to whomever that we have received to date, including the Kumision. Those agencies plus the Ex-Officio members are the only ones we need to address for this round. Commissioner Greg Perez seconded. C. Keswani: opposed. All others voted in favor. The motion passed.
XII.	Adjournment:	Chair Leon Guerrero: If there is no further discussion, we are adjourned at 6:19pm.	The meeting was adjourned at 6:19pm

Feb 14, 2020

Eduardo "Jake" Calvo **Date**

Secretary

Hagåtña Restoration and Redevelopment Authority (HRRA)