



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 Patricia 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 HRRRA. 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 HRRRA 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 HRRRA 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 HRRRA 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 HRRRA 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 HRRRA in FY2019. HRRRA 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 HRRRA 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 HRRRA 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's 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 HRRRA 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 HRRRA 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 HRRRA belonged to DCA. The only items that were budgeted for FY2019 were rent and Joseph Santos salary. Maria asked if HRRRA 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 HRRRA 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 HRRRA could procure 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. **HRRRA 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