



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 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 HAGÁTÑA

(Hagåtña Restoration and Redevelopment Authority)

Board Of Commissioners - Regular Meeting

Thursday, November 12, 2020 - 4:00pm

Via Zoom Teleconference

Meeting Agenda

I. Call to order:

II. Attendance:

III. Secretary Report:

1. September 3, 2020 Minutes
2. October 8, 2020 Minutes

IV. Treasurer Report:

I. Executive Director Report:

1. Hagåtña Master Plan Final Revisions - New Scope of Work with Matrix

V. Old Business:

1. Relocation of the Wastewater Treatment Plant inclusion in the HMP
2. Reference to Development of Cruise Terminal in the HMP
3. Establish a Subcommittee to Begin Review of the Zoning Code
4. Establish Subcommittee to review the MOA
5. Zoom meetings with BSP
6. Projects Update:
 - a) Land Resources Building - MOA
 - b) Palasyu Restoration.
 - c) The Hagåtña River Channelization and Watershed River Feasibility Study.
 - d) Parking Meters. - GRTA Public Parking Policy Plan of Action Draft

VI. New Business:

1. FY 2021 Budget

VII. Announcements/Further Discussions:

1. Next Meeting (via Zoom): Thursday, December 3, 2020

VIII. Adjournment:



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



November 12, 2020

TO: Mr. Mike Hrapla, Senior Vice President, Matrix Design Group

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

SUBJECT: **Revisions to the Proposed Scope of Work and Projected Cost Review, Assessment, and Updating of the Hagåtña Master Plan and Related Map Atlas, Design Guidelines, and Comments by Government Agencies.**

Håfa Adai mr. Hrapla,

Thank you for submitting the Proposed Scope of Work and Projected Cost Review, Assessment, and Updating of the Hagåtña Master Plan and Related Map Atlas, Design Guidelines, and Comments by Government Agencies. The HRRA subcommittee has reviewed the proposal and I have been able to resolve with them several of the outstanding issues that we discussed during our Zoom meeting on October 20, 2020.

The subcommittee requests the following revisions:

- Rename “Task” to avoid confusion with the title of “Task Order 1”. Perhaps call it “Change Order”?
- Remove the following from the proposal:
 - Task 1.3 - Provide charter agreement with stakeholder agencies and entities to indicate concurrence and approval of the Map Atlas
 - Task 2.1.2 - Policy and guidelines for placement and naming of streets - Street Naming Guidelines
 - Task 3.1 - Reassessment of parking facilities for the City of Hagåtña.
 - 3.2.1 - Providing an update of the changes to the military buildup as it may affect the City’s future growth
 - 3.2..1 - Assessment of the 2015 Palacio Reconstruction and Site Feasibility Study
- Revise the following to read:
 - Task 4 - Review and asses concerns raised by the Department of the Public Works, Guam Waterworks Authority.
- Revised Budget: The total cost in the proposal for 493.25 hours of anticipated work is \$58,662.75. The HRRA budget for the completion of this project is \$51,000.00. I do hope that with the edits to this proposal we will be able to bring down the anticipated hours of work and total cost to within our budget. To seek further funding would be nearly impossible and difficult to justify considering the impact Covid-19 has had on the resources, economy and finances of the Government of Guam and approval from the GEDA board, HRRA board and an appropriation from the Legislature would be required.

• **Deliverables:**

- Task 1 - Provide HRRA with an updated hard copy and electronic copy of Map Atlas consistent with the Hagåtña Master Plan.
- Task 2 - Provide HRRA with an updated hard copy and electronic copy of Design Guidelines consistent with the Hagåtña Master Plan and Map Atlas
- Task 3 - Provide HRRA with updated hard copy and electronic copy of Master Plan consistent with the Design Guidelines and Map Atlas.

Thank you for your submission and taking the time to meet and discuss with the Subcommittee the proposal and allowing us to make further revisions. We are looking forward to bringing this long chapter in the development of the Hagåtña Master Plan to a close very soon. Please do not hesitate to contact me at lasia.casil@hrra.guam.gov or at 671-647-4332 ext 122 should you have any questions or require additional information.

Senseremente,

LASIA CASIL

Agenda:	Discussion & Summary:	Action Taken:
	<p>Director Casil explained that the HRRR planner stated that if we could get 2 assistants to work on the project we could complete it in 2 months. However due to the epidemic the timeline has been prolonged. Furthermore, the collection of taxes would not be retroactive. It would be assessed and collected moving forward.</p>	
<p>VI. Old Business:</p> <p>1. Zoom meetings with agencies - PAOG, BSP, GVB</p> <p>2. Strategy and procedure for incorporating comments in to the HMP</p> <p>3. Projects Update:</p> <p>a) Land Resources Building & MOA</p> <p>b) Palasyu Restoration.</p>	<p>Director Casil informed the board that we have not yet heard back for PAG or GVB and BSP has declined to meet. Meetings will be scheduled for the upcoming weeks.</p> <p>Director Casil presented the strategy document sent out to all the commissioners for review. The focus for revisions that are required are from GWA, GEDA, PAG, DPW and subcommittee comments. HRRR planner will work with these agencies to edit and craft terminology that is mutually acceptable to be included in the HMP. HRRR will submit edits to Matrix for an assessment of the costs for the edits.</p> <p>Chair Leon Guerrero requested that we start meetings with PAG and GVB as soon as possible.</p> <p>Commissioner Wolke asked if Matrix has a presence on Guam. Director Casil informed her that yes, they do and Marvin Aguilar is their POC.</p> <p>Director Casil: We are meeting with the DLM and CLTC and the attorneys to discuss how we can work together to draft the MOA.</p> <p>Chair Leon Guerrero asked why the CLTC was being pulled into the MOA. Director Casil explained that when the law was passed the CLTC was still under the authority of the DLM. HRRR is trying to engage all the stakeholders in the project.</p> <p>Chair Leon Guerrero gave the MOA a cursory review and the purpose of it is to transfer authority to HRRR so we can take the lead on the building and outings how DLM and HRRR will work together? One thing to add is that if the HRRR is going to take the lead, it should mention that we reserve the right to engage in professional services to assist in this and we have experienced project managers to work on it. This should be clearly stated in the MOA.</p> <p>C. Wolke asked how the procurement of the contractor would take place. Director Casil respond that she believes that HRRR would work with GEDA in choosing a contractor.</p> <p>There are currently no updates.</p>	<p>No action taken at this time.</p> <p>No action taken at this time.</p>

Agenda:	Discussion & Summary:	Action Taken:
<p>c) The Hagátña River Channelization and Watershed River Feasibility Study.</p> <p>d) Parking Meters.</p>	<p>There are currently no updates.</p> <p>There are currently no updates. C. Perez asked what the projected revenues would be once the parking meters are installed. Director Casil did not know what the numbers are.</p>	
<p>VII. New Business:</p> <p>1. Developing HRRR Standard Operating Procedures</p> <p>a) Drug Free Workplace - 97% complete</p> <p>b) Customer Service - 5% complete</p> <p>c) Petty Cash - 5% complete</p> <p>d) Emergency - 2% complete</p> <p>e) Records Management - 98% complete</p> <p>f) Other</p> <p>(1) Personnel rules & Regulations</p> <p>(2) Physical Fitness & Wellness Program</p> <p>(3) Supply and Inventory</p> <p>(4) Vehicle Management</p> <p>(5) Contract Management & Administration</p> <p>2. Hagátña Master Plan Phase 2 - Zoning Code</p>	<p>Director Casil responded to C. Keswani's request for an outline of how HRRR will work with vendors on projects moving forward. HRRR is currently working on creating standard operating procedures (SOPs) as there have not been any SOP's in place during previous years. This is just an outline of issues HRRR is currently working on. This is a work in progress.</p> <p>Chair Leon Guerrero made the comment that the board only needs to review and approve policies and the procedures are within the scope of the management.</p> <p>C. Perez asked that finance and legal issues be included in the SOPs.</p> <p>Director Casil brought up the subject of the second phase of the Zoning Code document as HRRR is coming to a close in the first phase of the HMP and how the board feels about approaching this phase. Chair Leon Guerrero suggested that all the board members read over the Zoning Code and present their thoughts at the next board meeting.</p> <p>Vice Chair Ada asked if another source of revenue would be to collect fees from the food trucks in Hagátña.</p> <p>C. Wolke asked if the zoning code has been reviewed by the agencies? Director Casil stated that it has not.</p>	<p>Director Casil will check with DPW on the status of the food trucks and report back to the board.</p>

Agenda:	Discussion & Summary:	Action Taken:
VIII. Further Discussion/ Announcements 1. Next Meeting (Location TBD): b) Thursday, October 8, 2020 c) Thursday, November 5, 2020 d) Thursday, December 3, 2020	Ex-officio member Hope Cristobal thanked the HRRRA for helping them find the Guam Place Names Project documents. Director Casil announced the times of the next meetings.	
IX. Adjournment:	Chair Leon Guerrero called for a motion to adjourn.	C. Perez made the motion to adjourn. It was seconded by Vice-Chair Ada. All members voted in favor to adjourn at 5:14.

Eduardo "Jake" Calvo

Secretary

Hagåtña Restoration and Redevelopment Authority (HRRRA)

Date



ATURIDAT NUMA'LO YAN INADALANTON HAGÁTÑA
(Hagátña Restoration and Redevelopment Authority)
Board Of Commissioners - Regular Meeting Minutes (DRAFT)
Thursday, October 8, 2020, - 4:00pm
Via Zoom

Agenda:	Discussion & Summary:	Action Taken:
I. V. Call to Order:	Zoom meeting begins.	Madame Chair called the meeting to order at 4:10pm
II. Attendance: Commissioners: Ex-Officio Members: HRRR Staff: Legislative Oversight: Guests:	Chair Maria Eugenia Leon Guerrero, Vice-Chair Patty Ada, Treasurer Carlos Madrid, Commissioner Nanik P. Keswani, Commissioner Christine Wolke Nadine Leon Guerrero/GVB, I Kumision I Fino' CHamoru/Hope Cristobal and Laura Sauder, Joe Quinata/Guam Preservation Trust Executive Director Lasia Casil, Joseph Meno Senator Kelly Marsh Taitano Rikki Orsini, Tyler Mantanona/KUAM, John Kaufman	
III. Secretary Report: A. September 3, 2020 Minutes	Director Casil did not receive any comment or revisions to the minutes. Chair Leon Guerrero had a few corrections and recommended the approval of the minutes be tabled until the next meeting and when quorum is present.	
IV. Treasurer Report:	There is no treasurer report at this time.	No action taken at this time.
V. Executive Director Report: 1. P.L.35-99 FY21 Budget 2. Hagátña Master Plan Final Revisions	Director Casil informed the board that the appropriation of \$285K has not been transferred into the HRRR account yet. This covers all the fixed costs for the year and much needed office supplies. The purchase orders for the requested equipment has gone through and it should take about six weeks to process. Director Casil informed the board that Planner Garcia has completed the grammatical corrections and has reached out to GWA and BSP and has yet to reach out to PAG pending discussion on the wastewater treatment plant Director Casil informed the board of some good news not on the agenda, HRRR does not have to look for office space. We will be getting space at the old legislature.	
VI. Old Business: A. Zoom meetings with agencies - PAOG, BSP	Director Casil informed the board that the subcommittee completed meetings with GVB, PAG which went very well. Chair Leon Guerrero shared that both took place a couple of weeks ago and were both very positive and the subcommittee and agencies both walked away that we were on the same page ready to move forward.	

Agenda:	Discussion & Summary:	Action Taken:
<p>B. Projects Update:</p> <p>1. Land Resources Building & MOA</p> <p>2. Palasyu Restoration.</p> <p>3. The Hagátña River Channelization and Watershed River Feasibility Study.</p> <p>4. Parking Meters.</p>	<p>C. Keswani stated that we need to get closure with the port and he has relationships at the port that he can reach out to communicate and help with and we need to make sure we have discussions with them.</p> <p>Director Casil added that, we do have one outstanding meeting with BSP and I did bring that up with my monthly meeting with the Governor. She did request that she be included in the meeting with BSP. In accordance with the Open Government Law, only one board member will be allowed to attend the meeting.</p> <p>Director Casil has been speaking with Director Borja and he directed her to P.L.34- which he proposed that we use this as the template for our MOA with DLM. She recommended to the board that we assigns or have a subcommittee to work with me on drafting this and report back to the board. Mr. Keswani also requested clarification on the name of the project as the Land Resources Building in the HMP. Chair Leon Guerrero recommended that the board look at the law and that people volunteer between now and next meeting and ratify the subcommittee membership at the next meeting.</p> <p>Director Casil informed the board that the Governor really wants to do this. HERRA has sent out multiple requests to meet with Senators Lee, the Speaker and Senator Marsh but no definite response has been received. Commissioner Keswani asked if there was a strategy for this project. We don't have a strategy yet, this first meeting is to find out if the Legislature agrees that we can build on the land. Commisioner Keswani has concerns that the Legislature will question what our strategy is when we meet with them and we should have a plan in action in place to present to them. Commissioner Quinata stated that the Palasyu study had been completed almost a decade ago. Chair Leon Guerrero said that she thinks this will entail a long discussion that will probably not be completed by the end of the year. Member Cristobal requested a home within the plan as they currently do not have space for an office.</p> <p>Director Casil presented the General Re-evaluation Report from the Army Core of Engineers for members to review from BSP. This is just informational.</p> <p>Director received a document from GRTA that Deputy Director Ybannes drafted. There is some concern as the Director of GRTA had expressed that GRTA may not want to share funds generated by the parking meters.</p>	<p>C. Keswani requested that the PL be sent via email to all board members. The board will elect subcommittee members at the next board meeting.</p> <p>Chair Leon Guerrero asked that the board review the report and we discuss it at the next board meeting.</p>

Agenda:	Discussion & Summary:	Action Taken:
<p>C. Hagåtña Master Plan Phase 2 - Zoning Code</p>	<p>Director Casil asked the board to begin to peruse through the zoning code in preparation for beginning to review it in January. Chair Leon Guerrero stated its very long 160+ pages. Commissioner Wolke asked if Hagåtña has been incorporated into a city and what is the process for that? Director Casil said "No, it hasn't but that is the 3rd phase of the HMP reviewing the governance section of the HMP." Commissioner Wolke stated that the Zoning plan is the same as the Land Use plan and this is unusual. This is not typical and what is the reasoning behind it?" Director Casil said she would try to find out and get back. Chair Leon Guerrero said she thinks that another sub-committee would be needed to established to review the Zoning Code and if there are any volunteers we could establish this at the next board meeting.</p>	<p>Establish a subcommittee at the next board meeting.</p>
<p>VII. New Business:</p> <p>C. Relocation of the Wastewater Treatment Plant inclusion in the HMP</p>	<p>Director Casil stated that there were some discussions with the subcommittee when they were meeting with GWA and PAG that this is an outstanding issue hindering the HMP from moving forward. Some ideas were floated that the committee not include this project in this version of the HMP and that it be reconsidered in future versions of the HMP. PAG asked that it be completely removed from the plan and GWA said that it is not a part of their 20 year masterplan. Chair Leon Guerrero stated that in the discussions with GWA and PGA and BSP that this was one of the big issues that was raised as well and they were pretty passionate about it. They do understand why the HMP recommends why to relocate it. Their issue was more with the feasibility of moving it and concerns with the financing and high level costs of moving the treatment plant would be. The subcommittee that the best course of action to solidify and get the buy in from the agencies would be to table the relocation and revisit it at a future time and in the spirit of collaboration with all the agencies that this is something that the board should consider. Director Casil shared some issues that HRRR planners had brought up and the ability for PAG to get grants and financing for upgrades at the port if there was a plan to build a cruise terminal in Hagåtña. She also shared information from Director Bordallo that the upgrades to the plant would mitigate the smell. Commissioner Keswani recommended that we review the comments over the next month and take a vote at the next meeting on whether to include this in the HMP or not. Director Casil asked Commissioner Wolke if the board decides to remove references to the relocation of the HMP would it make it difficult to bring it up in a future version of the HMP. Commissioner stated that she does not think it is a problem taking it out now.</p>	<p>The board will vote on this issue at the next meeting.</p>

Agenda:	Discussion & Summary:	Action Taken:
VIII. Further Discussion/ Announcements	<p>John Kaufman asked to address the board. Chair Leon Guerrero allowed for public comment. He proposed building a children's park where the current federal correction facility is in Hagåtña and was wondering if this was considered in the HMP as he heard this is supposed to become a parking lot. Director Casil responded that feedback and ideas from the community are fantastic and welcome. The sight discussed is actually proposed to be one of the administration buildings. Chair Leon Guerrero stated that part of the Plaza de Espana was proposed to incorporate a botanical garden inside of it and there are policies in the plan to prioritize green space.</p>	
A. Next Meeting (Location TBD): 1. Thursday, November 5, 2020 2. Thursday, December 3, 2020		
IX. Adjournment:	<p>Commissioner Keswani made the motion to adjourn at 5:20. Commissioner Madrid seconded.</p>	<p>Chair Leon Guerrero called the meeting to end at 5:20pm.</p>

Eduardo "Jake" Calvo

Secretary

Hagåtña Restoration and Redevelopment Authority (HARRA)

Date



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



DRAFT FY 2022 Budget Request

1	Executive Director	\$88,549.00
2	Administrative Officer	\$47,062.00
3	Chief Planner	\$81,001.00
4	Program Coordinator IV	\$67,481.00
5	Contractual Services	\$10,000.00
6	Office Space Rental	\$40,626.00
7	Supplies & Materials	\$5,000.00
8	Equipment	\$5,000.00
9	Total	\$344,719.00