



**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., June 24, 2022  
GHURA's Main Office (via Zoom)  
1<sup>st</sup> floor, Conference Room, Sinajana  
AGENDA**

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**I. ROLL CALL**

**II. BOARD MEETING PUBLIC ANNOUNCEMENTS**

1<sup>st</sup> Printing – Friday, June 17, 2022  
2<sup>nd</sup> Printing – Wednesday, June 22, 2022

**III. APPROVAL OF PREVIOUS BOARD MINUTES – June 06, 2022**

**IV. NEW BUSINESS**

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| Resolution Authorizing off-island travel for the ROSS Service Coordinator to attend the 2022 National Service Coordinator Conference on August 14-17, 2022 in Anaheim, California. |                 |
| 2. Resolution No. FY2022-011 .....   | 3 - 12          |
| Resolution Approving the Write-off of Tenant Accounts Receivable   |                 |
| 3. Intent of Award   |                 |
| RFP#GHURA-COCC-022-001; Legal Counsel Services   |                 |

**V. CORRESPONDENCE AND REPORTS**

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| 1. ROSS Program & Status Report ..... | 13 - 29 |
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**VI. GENERAL DISCUSSION / ANNOUNCEMENTS**

- 1. Government of Guam’s Ethics Training on June 30, 2022  
from 8 a.m. to 12 p.m. @ the New Sinajana Mayors Fine Arts Center
- 2. Executive Director’s Report
- 3. Next proposed scheduled Board Meeting: Friday, July 15, 2022  
@ 12:00 p.m.

Commissioners will attend the next scheduled GHURA BOC meeting via:

Dr. John Rivera, Chairman	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Monica Guzman, Vice Chairwoman	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Frank Ishizaki, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Anisia Delia, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Nate Sanchez, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Emilia Rice, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Karl Corpus, Resident Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person

Acknowledged by Chairman Rivera \_\_\_\_\_ Date: \_\_\_\_\_

**VII. ADJOURNMENT**

# 'Not getting easier': Fed rolls out biggest rate hike since 1994

WASHINGTON (Reuters) — The Federal Reserve on Wednesday approved its largest interest rate increase in more than a quarter of a century to stem a surge in inflation that U.S. central bank officials acknowledged may be eroding public trust in their power, and being driven by events seen increasingly out of their hands.

The widely expected move raised the target federal funds rate by three-quarters of a percentage point to a range of between 1.5% and 1.75%, still comparatively low by historic standards.

But the Fed's hawkish commitment to controlling inflation has already touched off a broad tightening of credit conditions being felt in U.S. housing and stock markets, and likely to slow



Jerome Powell

demand throughout the economy — the Fed's intent.

Officials also envision steady rate increases through the rest of this year, perhaps including additional 75-basis-point hikes, with a federal funds rate at 3.4% at year's end. That would be the highest level since January 2008 and enough, Fed

projections show, to slow the economy markedly in coming months and lead to a rise in unemployment.

"We don't seek to put people out of work," Fed Chair Jerome Powell said at a news conference after the end of the Fed's latest two-day policy meeting, adding that the central bank was "not trying to induce a recession."

Yet the Fed chief's remarks were among his most sobering yet about the challenge he and his fellow policymak-



DC: The exterior of the Marriner S. Eccles Federal Reserve Board Building is seen in Washington, D.C., on Tuesday. Sarah Silbiger/Reuters

ers face in lowering inflation from its current 40-year high, to a level closer to its 2% target, without a sharp slowdown in economic growth or a steep rise in unemployment.

"Our objective really is to bring inflation down to 2% while the labor market remains strong. ... What's becoming more clear is that many factors that we don't control are going to play a very significant role in deciding whether that's possible or not," Powell said, citing the war in Ukraine and global supply concerns.

"There is a path for us to get there. ... It is not getting easier. It is getting more challenging," he told reporters, noting that the rate hikes announced last month and in March so far had not only failed to slow inflation, but

allowed it to continue accelerating to a level that recent data indicates have begun to influence public attitudes in a way that could make the Fed's job even harder.

## 'Quite eye-catching'

A survey released Friday showed consumer inflation expectations jumped sharply in June, a result Powell called "quite eye-catching," and enough to tilt policymakers toward a larger 75-basis-point hike in hopes of making faster progress on the inflation front and retaining public trust that price increases will slow.

"This is something we need to take seriously," Powell said of the change in consumer inflation expectations. "We're absolutely determined to keep them anchored."

## US issues warnings on 'forever chemicals' in drinking water

WASHINGTON (Reuters) — The U.S. Environmental Protection Agency on Wednesday released new warnings for synthetic pollutants in drinking water known as "forever

chemicals," saying the toxins can still be harmful even at levels so low they are not detectable.


The family of toxic chemicals known as per- and polyfluoroalkyl substances, or PFAS, have been used for decades in household products such as non-stick cookware, stain- and water-resistant textiles and in firefighting foam and industrial products.

Scientists have linked some PFAS to cancers, liver damage, low birth weight and other health problems. But the chemicals, which do not break down easily, are not yet regulated.


The agency is set to issue proposed rules in coming months to regulate PFAS. Until the regulations come into effect, the advisories are meant to provide information to states, tribes

and water systems to address PFAS contamination.

The EPA also said it would roll out the first \$1 billion to tackle PFAS in drinking water, from a total of \$5 billion in funding in last year's infrastructure law. The funds would provide states technical assistance, water quality testing and installation of centralized treatment systems.



**GHURA**  
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**Board of Commissioners Meeting**  
**Friday, June 24, 2022 at 12:00 PM.**  
**This meeting is open to the public via Zoom.**

**Topic:** GHURA BOC Mtg. June 24, 2022 at 12PM  
**Time:** June 24, 2022 12:00 PM Guam, Port Moresby

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The complete Board packet may be viewed on our website at [www.ghura.org](http://www.ghura.org).  
For more information, please contact Audrey Aguon at 475-1378 and for special accommodations, please contact Chief Planner - Designated Section 504 / ADA Coordinator at 475-1322 or TTY 472-3701.

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**The Son Of A Virgin**  
by Pastor Cornelius R. Stam

*"Behold, a virgin shall be with child" (Matt. 1:23).*

Mary was highly honored that she should be chosen to be the virgin mother of Messiah. This was a distinction for which every Jewish woman had hoped and prayed. But – now that she had heard the glad news from the angel Gabriel, she was to find herself in the most embarrassing position of an unmarried maiden with child. Little wonder that Mary hastened to the hill country to visit Elisabeth, the mother-to-be of miraculously-born John, later called John the Baptist. Who, in such a case, would better understand, or be better fitted to give sympathetic advice to Mary?

Mary remained with Elisabeth for about three months, or until the birth of John the Baptist (Luke 1:36,56), but now the real test lay ahead, for she must return to her home in Nazareth to face her relatives and acquaintances – and Joseph, her love. What would they say? And above all, what would he say? How could they be expected to believe her story? An angel had appeared to her, indeed!

In the record of Joseph's reactions we are given light as to the extreme embarrassment in which Mary now found herself. Consider Joseph's position. Mary was his "espoused wife." Why had she gone away – and stayed so long? And now, what is this? She is found with child – not by him. Her explanation, if indeed she offered it to him, must have seemed most unsatisfactory. He could have charged her with adultery and had her stoned, but "being a just [Lit., "fair-minded"] man" he "was minded to put her away privily" (Matt. 1:19).

But "while he thought on these things," with a heavy heart, "the angel of the Lord appeared unto him" and Joseph learned the truth; that she was indeed to be the honored mother of the Messiah of Israel, the Redeemer of sinners.

It was because our Lord was the Son of God, born into the world by a virgin and not partaking of Adam's sinful nature, that He could go to Calvary and pay the full penalty for our sins. He "suffered for sins, the Just for the unjust, that He might bring us to God" (1 Pet. 3:18).

# Jan. 6 House panel to reveal Meadows' pressure in Georgia

**By Jennifer Haberkorn**  
Los Angeles Times

WASHINGTON — The House Jan. 6 committee plans to show in its fourth hearing Tuesday that President Donald Trump's then-chief of staff Mark Meadows "had an intimate role ... in this plot to put pressure on (Georgia) state legislators and on elections officials," Rep. Adam B. Schiff, D-Calif., a member of the panel, told the Los Angeles Times in an interview.

Among other things, Schiff said the committee investigating the 2021 insurrection at the U.S. Capitol will release new information about Meadows' appearance at a key election meeting in Georgia and text messages revealing that he wanted to send autographed Make America Great Again hats to people conducting the audit.

Tuesday's hearing is the select committee's latest in a series that aims to demonstrate the former president's role in the attack.

With a focus on Trump's efforts to pressure state officials, it will feature live testimony from Georgia Secretary of State Brad Raffensperger — who was on the receiving end of Trump's infamous request to "find" enough votes to overturn President Joe Biden's win.

Others testifying Tuesday will be Raffensperger's top deputy Gabriel Sterling and Shaye Moss, a Georgia elections worker.

Arizona House Speaker Rusty Bowers, a Republican, will testify about the calls he received from Trump and lawyer John Eastman, and a meeting with Trump attorney Rudolph W. Giuliani, asking him to take action to overturn the election.

Tuesday's hearing will feature a leading role for Schiff, who has developed a reputation as one of the consummate leaders of House Democrats' investigations into the Trump administration over the last three years. Schiff had key roles in the Russia and Ukraine investigations, and Trump's first impeachment trial. It comes as Schiff considers his own political future in the House or the Senate.

With the Jan. 6 probe, Schiff and House Democrats have a powerful tool they lacked in the previous investigations: Some of Trump's closest allies have spelled out in sworn testimony the details of the former president's actions leading up to Jan. 6 and, in many cases, how they advocated against such moves.

In the interview, Schiff, a former prosecutor, expressed surprise that



**SCHIFF:** U.S. Rep. Adam Schiff, D-Calif., will play a leading role in Tuesday's Jan. 6 hearing. Kent Nishimura/Los Angeles Times

the House committee got so many people to speak on the record.

"I'm glad these people are coming forward," he said. "I'm glad they're speaking out. It took a long time for (former Attorney General) Bill Barr to do the right thing. It took a long time for many others who enabled Donald Trump to say 'I can't go any further.'" But he added, if they had spoken out earlier, "we might have been spared all the trauma we went through."

In the Ukraine investigation, several Foreign Service officers testified, but most of Trump's political appointees and political allies refused to speak or fought subpoenas.

"Once we got above the level of the Foreign Service and civil service, Trump had such discipline and frankly fear inculcated in his people that they were willing to violate the law and refuse to appear on subpoena," Schiff said. "It took a violent attack on the Capitol to change that. It should have changed much sooner than that."

As during the impeachment trial, Schiff sees his role as one of providing accountability.

"During the first impeachment trial, I would always tell my fellow managers that we have to remember who we're talking to: the four and the 40 million," he said, referring to the four Republican senators they believed were persuadable and the approximately 40 million Americans they hoped would be, too.

# Biden says he's nearing decision on suspending federal gas tax

WASHINGTON (Bloomberg) — President Joe Biden said he's aiming to decide this week whether to move to suspend the federal gasoline tax in a bid to ease the impact of soaring prices at the pump.

"Yes, I'm considering it," Biden said while speaking to reporters on the beach in Delaware on Monday. "I hope I have a decision, based on data I'm looking for, by the end of the week."

The move likely would require congressional sign-off and could not be taken via executive action.


A White House official said conversations are ongoing and that the president has made clear he is willing to explore all options and hear all ideas that would help lower gas prices.

Biden also said his staff would meet with oil industry executives this week after he told U.S. refiners in a letter last week that unprecedented profit margins are unacceptable and called for "immediate action" to improve capacity.

"I want an explanation from them as to why they aren't refining more oil," he said Monday.


U.S. gasoline prices have risen in recent weeks, and now average \$4.98 a gallon, according to the AAA auto club, just shy of a record set last week. They're a main driver of inflation, which has become a major political liability for Biden.

Some lawmakers have advanced plans to suspend the 18.4 cents-per-gallon federal gasoline tax — but that would risk siphoning money from the Federal Highway Trust Fund that pays for road and transit systems. And administration officials and top congressional Democrats caution there's no guarantee the savings would be passed on to consumers.



**GHURA**

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**BID NO: GSA-075-22**

**For: Purchase 4x4 Pickup Truck Full Size Crew Cab with Bed Cap (Latest Model)**

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The General Services Agency is issuing this Invitation for Bid to Purchase a 4x4 Pickup Truck Full Size Crew Cab with Bed Cap (Latest Model). A pdf copy is available to download at [www.gsa.doa.guam.gov](http://www.gsa.doa.guam.gov), or a hard copy can be obtained at the General Services Agency located at 148 Route 1, Marine Corp Drive, Piti, Guam 96915 from 8:00am – 5:00pm, Monday through Friday, beginning Wednesday, 06/22/2022 until Friday, 07/08/2022.

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**/S/ CLAUDIA S. ACFALLE**  
Chief Procurement Officer



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REGULAR SCHEDULED MEETING  
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GHURA's Main Office (via Zoom)  
1<sup>st</sup> floor, Conference Room, Sinajana  
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**I. ROLL CALL**

After notice was duly given, pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled board meeting was called to order at **12:02 P.M. Friday, June 6, 2022**, at the GHURA Sinajana Main Office, 1st floor Conference room, by Chairman Rivera. He indicated that **7** members of the Board of Commissioners were present, representing a quorum and that the meeting would proceed as scheduled.

<p><b>PRESENT:</b>            Dr. John Rivera, <b>Chairman (via zoom)</b>            Monica Guzman, <b>Vice Chairwoman (in person)</b>            Frank Ishizaki, <b>Commissioner (in person)</b>            Anisia Delia, <b>Commissioner (via zoom)</b>            Nate Sanchez, <b>Commissioner (In person)</b>            Emilia Rice, <b>Commissioner (via zoom)</b>            Karl Corpus, <b>Resident Commissioner (via zoom)</b></p> <p><b>ABSENT:</b></p> <p><b>LEGAL COUNSEL:</b>            Anthony Perez, Esq. (via zoom)</p>	<p><b>MANAGEMENT &amp; STAFF:</b>            Elizabeth Napoli, <b>Executive Director (Acting)</b>            Audrey Aguon, <b>Deputy Director (Acting)</b>            Sonny Perez, <b>A/E Manager</b>            Katherine Taitano, <b>CD Chief Planner</b>            Kim Bersamin, <b>HR Administrator</b>            Philomena San Nicolas, <b>AMP4 Manager</b>            Frances Danieli, <b>Controller (Acting)</b></p> <p><b>PUBLIC:</b></p>
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**II. BOARD MEETING PUBLIC ANNOUNCEMENTS**

1<sup>st</sup> Printing - Friday, May 27, 2022  
 2<sup>nd</sup> Printing - Saturday, June 4, 2022  
**ACKNOWLEDGED** by the board.

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

**[040/22] Vice Chairwoman Guzman moved to approve the minutes of the June 6, 2022 BOC meeting. Commissioner Ishizaki seconded the motion. There were no objections by the other board members. Motion passed.**

### **IV. NEW BUSINESS**

#### **1. Resolution No. FY2022-009; Resolution Approving the Above-Step Recruitment for Jerricho C. Garcia, General Accounting Supervisor (RPE).**

**[041/22] Director Napoli stated the following:**

- Mr. Jerricho C. Garcia submitted his request to Executive Management to petition the GHURA Board of Commissioners for an above the minimum step recruitment for the position of General Accounting Supervisor based on exceptional qualifications.
- The BOC had previously approved the above step recruitment for Mr. Garcia, however, Mr. Garcia was not able to complete his probationary period as critical vacancies arose with the Accountant III position and the untimely passing of the General Accounting supervisor.
- Mr. Garcia's exceptional qualifications for the General Accounting Supervisor position include the following:
  1. Certified Public Accountant- August 2020
  2. Undergraduate degree- Bachelors in Business Administration in Accounting- Graduated with honors from the University of Guam.
  3. Masters of Science in Accounting (MSA)
  4. Over (1) year and (2) months of auditing experience with Deloitte and Touche as an Associate I working with over 15 company accounts
  5. US Army, Active Duty- Accounting Operations, Budgeting, and Fiscal
  6. Possesses "Internal Auditing" skills
  7. Mr. Garcia has implemented new processes to increase efficiency and effectiveness in the GHURA Fiscal Division
  8. Played an integral role in the timely submission of the 2020 audit
  9. Performed (88) bank reconciliations to help GHURA become current with in the monthly reconciliation process.
  10. Mr. Garcia has no doubt elevated the level of efficiency and effectiveness of the Fiscal Division.
- Management believes the compensation package of salary and benefits is competitive with the private sector considering the level of responsibility that the General Accounting Supervisor position carries and now

respectfully requests an Above-Step Recruitment of Mr. Jerricho C. Garcia, PG4-8E, \$76,401.00 p/a; \$36.73 p/h.

- Director Napoli respectfully requested that the board approve the above-step recruitment for Mr. Jerricho Garcia.

Commissioner Ishizaki inquired about whether the payment adjustment that was previously discussed was adequate for Mr. Garcia's needs. Mrs. Kim Bersamin, HR Administrator, stated the following:

- In December, when the topic was discussed, GHURA knew that the pay adjustment would bring it closer, but that critical positions would remain way below.
- Critical positions such as engineers and accountants, especially those in supervisory positions would have to be brought before the board with above-step recruitment on a case-by-case basis.
- The job is big. The \$76,000 is fair in terms of what is expected of this new position.
- When there are recruitment difficulties and you have the qualifications, there had to be negotiations.
- HR feels that Mr. Garcia has the potential to be a part of GHURA's succession plan, moving forward due to his ability to pick up so quickly on institutional knowledge.

Vice Chairwoman Guzman inquired about why Mr. Garcia was not able to complete his probationary period. Mrs. Bersamin stated the following:

- Within a (6) month period, GHURA lost an Accountant III to the federal sector.
- The process to fill that position began
- The passing of a higher-level supervisor posed another challenge, the positions were very hard to fill.
- Even after running the announcement for the position for (6) weeks, only (2) candidates applied.

Commissioner Sanchez added that he concurred with Mrs. Bersamin's sentiments in that the challenges faced by HR are a growing concern due to candidates being more interested in pursuing careers in the private sector rather than working for the government. He thanked Mrs. Bersamin for her continued efforts and contributions at GHURA.

Vice Chairwoman Guzman added that the pay adjustment that was approved in the past helped somewhat, but inquired about whether there would be a potential for the board to see more above-step recruitment resolutions in the future.

Mrs. Bersamin stated the following:

- Yes, but only for key positions that need negotiations due to recruitment difficulty and their are exceptional qualifications
- There is a potential for one other above-step position request and that would be for an Engineer III
- For years, the recruitment for Mr. Albert Santos's succession plan had been difficult, but luckily she was able to recruit Mr. Sonny Perez.
- Requests for above-step limited and are scrutinized.
- Board requests are only for critical and recruitment difficulty

Director Napoli stated that Mr. Garcia applied for the Accountant III position and was able to prove that he was capable of doing the job and of taking on the added responsibilities of that level. When the authority needed a General Accountant Supervisor, Mr. Garcia once again applied for the position, as he had been working closely with the late General Accounting Supervisor, Mr. Emil Rabino, and learned very quickly.

Ms. Katherine Taitano added that she had the opportunity to watch Mr. Garcia and Mr. Rabino work together and witnessed Mr. Garcia's impeccable skillset. Mr. Garcia has exhibited the ability to understand and comprehend her division's needs. He gets the programmatic side of it and communicates effectively with her team.

Mrs. Frances Danieli, Acting Controller, stated that Mr. Garcia has excellent work ethics. He seeks answers when necessary and always follows procedures. He is always working at improving daily processes that allow for much smoother transitions with day-to-day operations. In the case of Mr. Garcia, he has the ability to train the Accounting II position and assist in addressing and improving the processes in the Fiscal Division. He really works hard.

Commissioner Sanchez stated that it is a very in depth and meticulous job. Sometimes it feels like a chore; it isn't easy, and the hours are long. There's little margin for errors or mistakes, especially since we're dealing with federal funds.

Chairman Rivera asked about the details of Mr. Garcia's supervisory role. Ms. Taitano stated the supervisory role consists of an accountant I on the RP&E side to take care of capital, community planning and development grants. An accountant I to assist with the capital funds and program grants. And an accounting tech. All work with respect to the CPD side of the house. Those are all the programs that are running under the political system that we have set up for the grants management.

Commissioner Ishizaki inquired about whether GHURA was still in need of another accountant. Mrs. Bersamin indicated that another accountant III position is needed. She added that an announcement for the position was extended for two more weeks,



running a total of six weeks. She added that there are a handful of applicants, and she works continuously to find the best talent possible.

There were no further discussions.

Chairman Rivera thanked the commissioners for the discussion and added that Mr. Garcia's reputation precedes him. He made waves because he was one of the first students to pass the CPA exam before even graduating with his degree. He's a talent. And not only is he a CPA, but he's also CGFM. Hopefully, he sees a career with GHURA and decides to stay with us long term and grow the next generation of talent and pass on those skill sets. I do appreciate the candor of the group in asking the tough questions regarding the above step hires. Chairman Rivera opened the floor for a motion for Resolution FY 2022-009.

**[042/22] Commissioner Ishizaki moved to approve the above-step recruitment for the General Accounting Supervisory position for Mr. Jerricho C. Garcia for Resolution No. FY2022-009. Commissioner Sanchez seconded the motion. There were no objections by the other board members. The motion passed.**

Director Napoli requested that auditor, Mr. Dan Fitzgerald be moved from item #6 to the next item to be presented to the board. Chairman Rivera did not object to the change.

**[043/22] Vice Chair Guzman moved to amend the agenda to entertain Mr. Fitzgerald's presentation. Commissioner Rice seconded the motion. There were no objections by the other board members. The motion passed and Director Napoli was allowed to proceed.**

## **2. FY2021 Audit Report- Mr. Dan Fitzgerald, Deloitte & Touche**

**[044/22]** Acting Director Napoli stated that Mr. Dan Fitzgerald was from the Auditing firm Deloitte & Touche. She added that the firm conducted GHURA's FY2021 audit and was completed and released by the Office of Public Accountability. She further stated that she requested that Mr. Fitzgerald present a final brief of the audit to the board.

Mr. Dan Fitzgerald stated the following:

- Guam's financial accountability is not unique in that it pertains to almost every entity on Guam and the U.S.
- There just aren't enough accounting people, resulting in a substantial increase in prices associated with accountants.
- GHURA's financial statements are a completely different situation

- About 70% of GHURA's audit is an audit of compliance of HUD requirements and 30% is on financial statements
- GHURA is a bifurcated entity, loyalties are to (2) different entities,, Government of Guam and HUD.
- This balance is reflected in the financial statements.
- GHURA's financial statements are straightforward. Most of the work is on the HUD compliance side
- HUD is more structured than any other agency
- December of 2021, GHURA had planned to have a completed audit on February 28, 2022. The plan was on track and moving forward.
- In December of 2021, GHURA lost (2) key people who played an integral part in GHURA's operations and in the audit process
- Existing personnel had to step in. This compounded the timing of the processes resulting in delays
- In Washington, D.C., GHURA's case manager turnover rate is high. Each time a case manager changes, GHURA's financial statements must be restated. The new case manager must then try to understand these statements as it impacts other entities, and this causes delays.
- GHURA could not overcome the loss of the (2) integral people and the change of the case manager in Washington, D.C.
- One of GHURA's financial requirements is that financial statements must be approved by HUD and uploaded.
- New Case manager had many questions regarding when the restatements transpired. This continues to be the case for GHURA.
- The training and learning processes are long especially with GHURA. One must learn the unique accounting exercised by GHURA. It seemed to be on track to complete the audit on time.
- Directors Topasna and Napoli have communicated the challenges that GHURA faces, and this helped in developing the goal to be classified as low risk.
- The reason GHURA did not become low risk is solely because of the change out in Washington, D.C.
- GHURA has really come a long way, it has worked hard on tackling major compliance issues and continued to consult with its auditors.
- GHURA's audit is about compliance with all the myriad of rules and regulations imposed by HUD. It is a lot of hard work.
- GHURA's financial statements are fine.
- GHURA's challenge is basically retention and because of the change out of Washington's desk officer, HUD is still trying to understand why GHURA's financial statements were incorrect for a number of years.

Commissioner Ishizaki inquired about the auditor providing the board with a bulleted point list of issues of deficiencies.

Mr. Fitzgerald stated that the only deficiency that GHURA cannot counter in the audit process is getting the financial statements uploaded to HUD because they have many questions. The financial statements from several years ago represented an anomaly. The federal agencies do not like anomalies. So GHURA's only issue is the financial statement uploads because that is out of GHURA's control, it is controlled by Washington. GHURA did everything it was supposed to do to be able to achieve a low-risk status. Unfortunately, HUD had many questions, and they only had a certain amount of time available. It's taken a very long time, otherwise, GHURA would have been classified as low risk. He added that GHURA has, however, come a very long way.

Director Napoli added that GHURA has communicated with Jesse Wu from HUD Honolulu that an action plan for getting the financial statements uploaded is in place. Mrs. Frances Danieli, GHURA's Acting Controller, has just about finished her communications with HUD regarding the FY2019 financial statements. As soon as the FY2019 is completed, the other (2) statements should be easier to upload.

Mr. Fitzgerald added that because of the situation with HUD, this resets the clock for GHURA. Unfortunately, because of the situation of HUD accepting GHURA's financial statements, it will take GHURA (2) years to get to low-risk. GHURA must have (2) years without material findings to reach this. If GHURA can get past the hurdle with HUD and does the same next year as it did this year, it may be low risk. That is the goal.

Chairman Rivera thanked Mr. Fitzgerald for his narrative of GHURA's audit report and added that he understands and appreciates the complexities of the accounting challenges that GHURA faces.

Mr. Fitzgerald indicated that GHURA's audit is not just about financial statements but of the entire GHURA organization. It took everyone at GHURA to help complete the audit. And if there was a weak link anywhere, it would have affected the audit. It took all of GHURA's people to make it work.

There were no further discussions.

3. **[044/22] Intent of Award-** Renovation of (6) Six Public Housing Units; IFB#GHURA-04-14-2022-AMPs 1,3, & 4

**Acting Director Napoli stated the following:**

- Bid opening for the project was held on May 12, 2022 at 2PM.
- There was a total of (3) contractors that purchased bid specification packets. (3) contractors submitted a bid for Base Bid #1:

1. Genesis Tech Corp.-submitted a bid for Base Bid #1 at \$113,000.  
To renovate a total of (3) units-(2) in Mongmong and (1) in Agat.
  2. Surface Solution- submitted for Base Bid #1 at \$158,046.53
  3. OH Construction- submitted for Base Bid#1 at \$134,000
- For Base Bid #2:
    1. Genesis Tech Corp.- submitted bid amount of \$110,600
    2. Surface Solutions- submitted bid amount of \$130,222.09
    3. OH Construction- submitted bid amount of \$125,000
- 
- The Government estimates for Base Bid #1 was \$124,574.03 and for Base Bid #2, \$117,446.
  - Genesis Tech Corp. provided the lowest responsive and responsible bid for Base Bid #1 and Base Bid#2.
  - Genesis Tech Corp has completed major GHURA projects with good standing.
  - Genesis Tech Corp has also been cleared by Department of Labor compliance, OSHA, and EPLS.
  - Based on AE's staff review and determination, GHURA is requesting approval to issue the contract to Genesis Tech Corp. for Base Bid #1 and Base Bid #2 in the total amount of \$223,600.
  - Funding is available under the Capital Funds Program
  - Modernization of the units include electrical upgrades, replacement of termite infested kitchen cabinets and base, re-tiling of floors, sewer line replacement, painting of interior painting, exterior and interior door replacements, and replacement of existing water lines.
  - Detailed scope of work was included in bid documents for board review.

Commissioner Sanchez inquired about who the point of contact was for Genesis Tech Corp. Mr. Sonny Perez, AE Manager, indicated that he believed Mr. Kim, first name not available, is the POC. Commissioner Sanchez asked if it was Mr. Young Chun Kim? Mr. Perez was not able to answer definitively.

Chairman River inquired about whether the modernizations of the units all consisted of the same types of renovations as stated by Director Napoli. Mr. Perez confirmed this and stated that the process is usually requested by the asset property managers. AE assesses the facilities to verify the site conditions and review the scope of work required. Next step is to prepare and assemble the scopes of work and then the AE engineers put together the government estimates.

Chairman Rivera asked how often GHURA does sewer line and water line replacements. Mr. Perez indicated that it is dependent on the site location. Some AMP sites were built in the 70s, which means that some sewer lines are made of cast iron and are about to collapse. Those units are the units that need sewer line and water line replacements.

Ms. Taitano requested that Ms. Philly San Nicolas, AMP4 Manager, share her experiences of when she was a manager at AMP3. Ms. San Nicolas indicated that she has encountered a number of units at AMP3 rusted out. The only time a unit is up for renovations is when the unit is vacant. Chairman Rivera inquired about whether these upgrades were done at the most convenient of times for the residents. Ms. San Nicolas confirmed this.

Commissioner Corpus added that as a resident at the Dededo AMP site, he believed that across from the Public Health site and Dededo GHURA's AMP 4, those lines may have been cleaned out a few times so they could possibly be cast iron pipes, as well.

Vice Chair Guzman asked whether Genesis Tech Corp would be able to provide the manpower necessary to complete the projects. Are there any labor issues? Mr. Perez stated that there are no labor issues.

Chairman Rivera inquired about whether GHURA should anticipate any shortages that may result in delays in project completions. Mr. Perez indicated that in the past the average cost of a renovation per unit was about \$20-27,000/unit. Today, they average anywhere from \$30-37,000/unit. The costs to renovate has gone up. Unfortunately, the allotments to GHURA remain the same. GHURA may have to lessen the number of renovations done due to that reason. In addition, skilled worker salaries have also gone up. Currently the minimum salary for a carpenter is \$15, whereas back in February the minimum salary was at \$11. It is a significant increase that must be incorporated somewhere. To answer the Chairman's question on whether GHURA projects will be streamlined moving forward, Mr. Perez stated that it depends on GHURA's strategies and what projects GHURA decides to put its monies on. That decision will have to include the Board as much as executive management.

There were no further discussions.

**[045/22] Vice Chair Guzman moved to approve Intent of Award- Renovation of (6) Six Public Housing Units: IFB#GHURA-04-14-2022-AMPs 1,3, & 4 to Genesis Tech Corp in the amount of \$226,600 for Base Bid item #1 and Base Bid item #2. Commissioner Delia seconded. There were no objections. The motion passed.**

4. Request to Approve Change Order for the Inarajan Basketball Court

**[046/22] Director Napoli deferred to Mr. Sonny Perez, who requested to have the item and its discussions tabled due to the item still in review.**

**5. Resolution No. FY2022-010- Resolution Approving the PHA Annual Plan (FY2023) and Capital Fund Program (CFP) Five-Year Action Plan (2022-2026)**

**Director Napoli stated the following:**

- Resolution No. FY 2022-010 us a resolution approving the Public Housing Authority’s Annual Plan FY2023 and Capital Fund Program’s Five-Year Action Plan for 2022-2026.
- Pursuant to Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998, GHURA is mandated to develop and submit a PHA Annual plan to the U.S. Department of Housing and Urban Development.
- PHA annual plan is a comprehensive guide to the authorities, policies, programs, operations and strategies, and progress for meeting local housing needs and goals for implementation for the upcoming fiscal year
- The CFP five year action plan describes the capital improvements to be undertaken within the five year period, the capital improvements are necessary activities to ensure long term physical and social viability of the PHAs public housing developments
- The goals and objectives of the PHA annual plan FY 2023 and the Capital Fund program, five-year action plan 2022-2026 are consistent with Guam’s five-year Consolidated Plan, which identifies and prioritizes the household community development needs of Guam.
- This plan was prepared in accordance with the PHA plan requirements of 24 CFR Part 903.
- The Board of Commissioners of the Guam Housing and Urban Renewal authority hereby approves a PHA annual plan FY 2023, beginning October 1, 2022 and the Capital Fund program Five-Year Action plan 2022 -2026.
- the five year annual PHA plan is to provide a ready source for interested parties to locate basic PHA policies, rules and requirements concerning the PHAs operations, programs, and services and informs HUD families served by the PHA and members of the public have the PHAs mission goals and objectives for serving the needs of low income, very low income, and extremely low income families.
- GHURA is identified as a standard performer and PH standard performers must complete form 575-ST annually.
- Public comment periods for both CFP Five-Year Action Plan and the FY2023 PHA Plan were conducted. There were no comments submitted during the period.
- On pages 10-11 of the PHA Plan, indicated what revisions were made. These revisions were to deconcentration and other policies that govern

eligibility selections and admission, rent determination, operation and management, grievance procedures, and pet policy.

- No new activities for FY2023, information found on pages 12 & 13
- Page 15 details the progress report in meeting the mission and goals in the PHA Five-year Action Plan and tables of occupancy levels

Chairman Rivera inquired about whether the CFP Five-year Action Plan and the PHA Plan were templated documents. Ms. Philly San Nicolas confirmed that they are templated. Information regarding the activities for the past year and proposed activities for the upcoming year are inputted. The Capital Fund Program is also a templated document where information of activities that GHURA would like to have completed in the next 5 years is entered into the EPIC system

Vice Chair Guzman referenced page 21 of 125 and asked about GHURA 250, Year 1, 2022, \$782,000 and why the amount is much higher than Year 2. Ms. San Nicolas indicated that it all depends on the project that's being planned for that year. So basically, the \$782,000 is the number of projects that we have planned. She wanted a drainage correction, so that would be an increase on the amount. Vice Chair Guzman indicated that this document had been brought before the board in the past and asked whether it will be brought before the board every or only on year five or unless revisions or corrections were made? Ms. San Nicolas stated that the board will see this plan every year because it is a rolling plan. Whatever is showing in 2022 will be coming for next year, it will not be there, but it may be carried forward in year in 2023. The projects may show up again because it was not completed in 2022.

Vice Chair Guzman inquired about how GHURA did in 2021. Ms. San Nicolas stated that GHURA addressed three projects, which were the site lighting at our elderly developments and are currently working on the basketball court, as well as a drainage correction. Those are current projects that have yet to be awarded. Vice Chair Guzman asked about whether GHURA is still in line with the projects that were approved in year 2021. Ms. San Nicolas confirmed that GHURA is still in line with what was approved by the board in year 2021.

Chairman Rivera inquired about how well GHURA has been historically at meeting the plan deadlines. Ms. San Nicolas indicated that if the board is looking at the first year plan, she could basically say that GHURA has met it 75% of the time, there's a word called fund or fungibility where one project is taken in year five, for example, and move it over to year one, because of the urgency or the need. GHURA does follow the first year 75% of the time, but as long as the project is listed within the five years, it can moved back and forth. Ms. San Nicolas also stated that a project not on the list cannot be addressed unless it is an emergency, and it goes out for public hearing comment, and has approval.

Chairman Rivera inquired about whether there were plans that are not included in the document brought before the board. Ms. San Nicolas stated that she has (1) project which is a water blasting and roof coating project currently in public hearing. She added that she made a

request to HUD to reject the plan so that she could include the project in the plan. If approved by HUD, this project will be listed in the revised plan. HUD had rejected the plan that was previously submitted so that the revision could be made. The revision has been made and is currently with HUD.

Vice Chair Guzman asked whether the document brought before the board should read Revised Five-Year Plan or Original Five-Year Plan? Ms. San Nicolas stated that the document is the Original Five-Year Plan. She was advised by HUD that the plan will be approved once the additional project is added, and the Plan resubmitted.

There were no further discussions.

**[045/22] Commissioner Sanchez moved to approve Resolution No. FY 2022-010. Commissioner Corpus seconded the motion. Vice Chair Guzman asked whether the board would be seeing the Revised Five-Year Plan? Chairman Rivera indicated that for the sake of clarifications, all the revisions are contained within the document. Ms. San Nicolas confirmed that they are. There were no objections. Motion passed.**

## **V. OLD BUSINESS**

### **1. Change Order Request for the Women's Treatment Center**

**[046/22] Mr. Sonny Perez stated the following:**

- Progress Pictures on the Women's Treatment Center-  
-12 H2B workers arriving late July/early August 2022  
-Anticipating substantial completion by January 2023  
-Structural steel order affected by nearby global situation; may lead to another change order.

Vice Chair Guzman asked whether Buy America was on this project Mr. Perez stated that Structural Steel, yes and that some of the others may not.

- the mechanical and the electrical changes have only increased about 17 to 23%, this is an acceptable increase amount.
- Site improvement required that a new waste line be put in place
- there was a requirement for an additional waistline to run to the backside of the facility; topography needed to be raised to do this; 43% cost increase
- this included material, labor, and compliance
- The change order is in the amount of \$217,660

Director Napoli added that it should be noted that the actions taken are going to be qualified as subject to the approval of reprogramming requests by HUD.



Commissioner Ishizaki asked Mr. Perez if he had affected the change order yet. Mr. Perez stated that he had not. The numbers are set and the change order can be approved in concept, but numbers will not change.

**[047/22] Commissioner Delia moved to approve the Change Order to GHURA 09262019 for the Light House Recovery Center for the Womens Treatment Center in the change order requests for the (3) divisions and OHP in the amount of \$217,660, subject to the availability of funds. Commissioner Ishizaki seconded the motion. There were no objections by the other board members. Motion passed.**

## **2. Change Order for the Sinajana Arts Center**

### **Mr. Sonny Perez stated the following:**

- Progress pictures for the Sinajana Art Center-
  - an almost completed facility sans the walkway
  - the air conditioning has been installed
  - water and power are also connected
- Mega United has received approved occupancy permit
- Original waffling will be installed; contract extension is forthcoming
- Installation of network to be done
- Mayor Hofmann to locate funding for the second part of the additional walkway
- Anticipating substantial completion for the interior work sometime late this month
- AE staff and engineers are working on the punch list
- Further inspection expected to close the construction, sans the walkway
- Ribbon Cutting to be determined
- **CHANGE ORDERS:**
  - Change Order Request from Mayor Hofmann- to help the community center Arts Hall to prepare, plan, and prevent this and future pandemics with air conditioners, HEPA filters, UV light sanitizers, air quality purifiers, extending expanding walkways to better accommodate social distancing, spacing as the public enters and exits the building and changing floor surfaces for easier sanitization.
- Change Order amount is for \$61,940
  - Change Order Request for a crane- this Change order was executed in November. Due to COVID the owner, Mr. Zang, did not honor the old schedule and price. Crane was needed to install the double tees in the roof. New crane was obtained. Price of new crane was \$12,000.
- Change order amount is for \$74,365.

Director Napoli added that these change orders are also subject to the approval for the reprogramming of funds by HUD and subject to the availability of funds.

Vice Chair Guzman asked if Mayor Hofmann locates the additional funding for the walkway will that require GHURA to extend the contract? Mr. Perez stated that GHURA may not have to extend the contract because it is a large amount. It may have to go out on a separate bid.

**[048/22] Vice Chairwoman Guzman motioned to approve the Change Order for the Sinajana Art Center in the amount of \$74,365, subject to the availability of funds. Commissioner Delia seconded the motion. With no objections, the motion carried.**

## **VI. GENERAL DISCUSSION / ANNOUNCEMENTS**

**[049/22] Award of FSS Certificate of Completion to Mr. Karl Corpus-** Director Napoli stated that Commissioner Corpus was awarded a Certificate of Completion in recognition for successfully completing the Family Self-Sufficiency Program contract of participation presented on May 20, 2022. Commissioner Corpus committed to this program for (5) years. Commissioner Corpus stated in the beginning, it was the lack of transportation that motivated him to go into the program. Different classes had to be completed. Along with help of the FSS program and planning and saving, he and his family were able to purchase vehicles. It puts us on the right track to being self-sufficient. Director Napoli congratulated Commissioner Corpus for completing his five-year program. The BOC members also congratulated Commissioner Corpus and his family.

**[050/22] Commissioner Ishizaki requested that the Director Napoli present to the board an Executive Director's Report for the next board meeting. Chairman Rivera acknowledged Commissioner Ishizaki's request and requested that Director Napoli prepare to update the board on how specific items that have been brought up recently are being addressed.**

**[051/22] Director Napoli stated that most of the issues had to do with our community development programs. She stated that she will be meeting with the AE, Fiscal, and CPD teams to develop a Work Out Plan to present to Governor Leon Guerrero. She added that she will share information and updates as soon as the reports have been completed by the CPD team.**

**[052/22] Chairman Rivera thanked Ryan Okahara, Laura Han, Jelani Madaraka, Jesse Wu, Mark Chandler, and Rebecca Borja and everyone at HUD for putting the Ethics Training together and the Deputy Director for arranging it on our end.**

**[053/22] Chairman Rivera added that GHURA is working with GCC on Educational Bootcamps for workforce development. He added that this is a great partnership, and the innovation is that GCC is willing to bring the opportunity to the AMPs and assist at the ground level. Not only will this address transportation issues, but there will be other services available to benefit the residents, such as baby-sitting services for the participants that need it. He thanked the Executive Director and the GHURA team for their work in partnering with GCC to make this happen.**

Commissioners will attend the next scheduled GHURA BOC meeting via:

Dr. John Rivera, Chairman	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Monica Guzman, Vice Chairwoman	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Frank Ishizaki, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Anisia Delia, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Nate Sanchez, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Emilia Rice, Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person
Karl Corpus, Resident Commissioner	<input type="checkbox"/> Video Conference	<input type="checkbox"/> In-person

Acknowledged by Chairman Rivera \_\_\_\_\_ Date: \_\_\_\_\_

## VII. ADJOURNMENT

[054/22] Commissioner Delia moved to adjourn the GHURA Board meeting of June 6, 2022. Commissioners seconded the motion. With no objections, meeting adjourned at 2:11PM.

**SEAL**

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**ELIZABETH F. NAPOLI**  
**Board Secretary / Acting Executive Director**

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

**BOARD OF COMMISSIONERS  
RESOLUTION NO. FY2022-TA-001**

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

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

**Resolution authorizing off-island travel for the ROSS Service Coordinator to attend the 2022 National Service Coordinator Conference on August 14-17, 2022 in Anaheim, California.**

**WHEREAS,** the Authority's travel policy requires advance travel authorization by the Board of Commissioners for off-island travel on the Authority's business; and

**WHEREAS,** the Board of Commissioners deemed appropriate for the ROSS Service Coordinator's attendance to the 2022 National Service Coordinator Conference in Anaheim, California from August 14-17, 2022; and

**WHEREAS,** the training is to strengthen and improve the ROSS Service Coordinator's skills and knowledge necessary to promote independent living among ROSS participants; and

**WHEREAS,** the subject training request is an eligible expenditure under FY2021 ROSS NOFA and according to LOCCS, is sufficient funding available under the training budget line item; and be it

**RESOLVED,** that the Board of Commissioners authorizes the use of the ROSS Service Coordinator Program Grant funds to finance the costs associated with travel and training, including registration fee, continuing education units, airfare, lodging, per diem, and ground transportation for an estimated total of \$4,592.31, as indicated below:

<b>DESCRIPTION</b>	<b>ALINA L. BUTLER</b>
<b>Registration Fee</b>	<b>\$865.00</b>
<b>CEU</b>	<b>\$35.00</b>
<b>Lodging (estimate)</b>	<b>\$1,508.76</b>
<b>Airfare (estimate)</b>	<b>\$1,672.55</b>
<b>Grounds Transportation</b>	<b>\$100.00</b>
<b>M&amp;IE</b>	<b>\$411.00</b>
<b>Total:</b>	<b>\$4,592.31</b>

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM – JUNE 24, 2022.**

**PASSED BY THE FOLLOWING VOTES:**

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAINED:**

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on **June 24, 2022**.

\_\_\_\_\_  
**ELIZABETH F. NAPOLI**  
**Secretary/Executive Director (Acting)**



# GHURA

Guam Housing and Urban Renewal Authority  
Aturidat Ginima' Yan Rinueban Siudad Guahan  
117 Bien Venida Avenue, Sinajana, GU 96910  
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701  
Website: [www.ghura.org](http://www.ghura.org)



**DATE:** June 16, 2022  
**TO:** Elizabeth F. Napoli, Acting Executive Director  
**FROM:** Training Committee  
Audrey A. Aguon, Acting Deputy Director  
Katherine E. Taitano, Chief Planner  
Gina M. Cura, AMP2 Property Site Manager  
**SUBJECT:** Off-Island Training Request  
2022 National Service Coordinator Conference  
Anaheim, California

The Committee has reviewed Alina Butler's request to attend this off-island training for the 2022 National Service Coordinator Conference on August 14-17, 2022 in Anaheim, California.

Total estimated cost for this training is \$4,592.31.

The Committee has evaluated the cost-benefit of this request and has thoroughly reviewed the justification and supporting documents provided by Ms. Butler. This training will improve the monitoring, evaluating of participant progress and the quality of services to be delivered to GHURA's ROSS Participants.

Funding source for this training has been identified: 805.1268.00.0.810.FSD.01.1

Certifying Officer's Signature: frances danieli  
Frances Danieli, Acting Controller

Training Committee's Recommended Action:  Approval [ ] Disapproval

The Training Committee believes that the attendance of Ms. Alina Butler at this training will benefit the authority and recommends the approval of this travel/training request.

Audrey A. Aguon  
Audrey A. Aguon, Acting Deputy Director

Gina M. Cura  
Gina M. Cura, AMP2 Property Site Manager

Katherine E. Taitano  
Katherine E. Taitano, Chief Planner

Concurrence/non-concurrence:  
 I concur with the Committee's Recommendation  
 I do not concur with the Committee's recommendation and approve the subject request.

Elizabeth F. Napoli  
Elizabeth F. Napoli, Acting Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**  
**Aturidat Ginima' Yan Rinueban Siudat Guahan**  
**BOARD OF COMMISSIONERS**  
**RESOLUTION NO. FY2022-011**

**Moved By:**

**Seconded By:**

**RESOLUTION APPROVING THE WRITE-OFF OF TENANT ACCOUNTS RECEIVABLE.**

**WHEREAS,** the Guam Housing and Urban Renewal Authority (GHURA) is the Guam public housing authority that provides decent homes and suitable living environments for Guam families of low income to afford to pay for safe, sanitary and decent dwelling accommodations; and

**WHEREAS,** the governance and well-being of GHURA is vested in the Board of Commissioners (BOC) and empowered by 12 Guam Code Annotated, Chapter 5, Section 5104; and

**WHEREAS,** BOC Resolution No. FY2018-002 Resolution Adopting the Write-Off Policy for Uncollectible Accounts for GHURA Rental Properties; and

**WHEREAS,** in the normal course of business, the Authority is involved in transactions that result in monies being owed to GHURA for which they are unable to collect, and as necessary,

**WHEREAS,** the Property Site Managers submit summaries of debts considered for write-off to prevent overstating of assets which are affecting the Authority's financial performance; and

**WHEREAS,** currently, GHURA's receivables include outstanding accounts, which have remained in GHURA's books for over 90 days as of March 31, 2022, as indicated below; and

AMP	Write-Off Amount
1	\$10,298.25
2	\$ 7,210.98
3	\$11,946.26
4	<u>\$24,512.96</u>
	<u>\$53,968.45</u>

**WHEREAS,** GHURA, through the Property Site Managers, exert diligent collection efforts in pursuit of outstanding receivables, and although ongoing collection efforts are abandoned on these accounts, GHURA reserves the right and duty to collect should the opportunity arise; and

**WHEREAS,** it is in accordance with GHURA's procedure and good business practices to write-off accounts receivables after all reasonable collection procedures have been exhausted and there is not a reasonable expectation that the accounts will be collected; now, therefore be it

**RESOLVED,** that the BOC approves writing off \$53,968.45 of GHURA receivables after all reasonable collection procedures have been exhausted and there is not a reasonable expectation that the accounts will be collected.

**IN A SCHEDULED BOARD MEETING, SINAJANA, GUAM - JUNE 24, 2022**

**PASSED BY THE FOLLOWING VOTES:**

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAINED:**

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on **June 24, 2022.**

**(S E A L)**

---

**ELIZABETH F. NAPOLI**

Board Secretary / Executive Director, Acting



# GHURA

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

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

**John J. Rivera**  
Chairman

**Monica O. Guzman**  
Vice Chairwoman

**Anisia S. Delia**  
Commissioner

**Frank T. Ishizaki**  
Commissioner

**Emilia F. Rice**  
Commissioner

**Nathanael P. Sanchez**  
Commissioner

**Karl E. Corpus**  
Resident Commissioner

**Elizabeth F. Napoli**  
Executive Director, Acting

**Audrey A. Aguon**  
Deputy Director, Acting

May 24, 2022

TO: Lucele Leon Guerrero, Controller *for FSD*

FROM: Property Site Manager, AMP 1

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
As of March 31, 2022

I have reviewed AMP1's Tenant Account Receivables and attached the listing of accounts recommended for write-off due to no response from former residents. These accounts have been close through March 31, 2022 totaling \$10,298.25.

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

Thank you,

*[Signature]*  
Narcissa P. Ada  
Property Site Manager, AMP 1

Attachments







# GHURA

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Website: [www.ghura.org](http://www.ghura.org)



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Commissioner

**Karl E. Corpus**  
Resident Commissioner

**Elizabeth F. Napoli**  
Executive Director, Acting

**Audrey A. Aguon**  
Deputy Director, Acting

June 10, 2022

TO: Lucele Leon Guerrero, Controller *for FSD*  
FROM: Gina M. Cura, Property Site Manager (AMP 2) *[Signature]*  
SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
Total: \$7,210.98

I have reviewed AMP 2's Tenant Accounts Receivables for the period through March 31, 2022. Attached is a list of accounts to be written off due to non-activity from former residents. The accounts were closed through March 31, 2022.

Please note that the 'Aged Balance Report' does not reflect the balances as indicated in TAR. Attached is a TAR Balance Report (excel sheet) and supporting documents explaining the variances as described below:

<u>Aged-Balance Report</u>	<u>Write-Off Amount</u>	<u>(Variance)</u>
\$7,659.39	\$7,210.98	\$448.41

The reason for the variance is due to other charges were applied to tenants after March 31, 2022.

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

Attachment



GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
 WRITE-OFF BALANCES FOR AMP 2  
 CLOSED OUT AS OF MARCH 31, 2022

*Jan*  
 6.13.2022

Unit #	Move Out Date	Reason for Termination	Last Payment Date	Closed Out Processed Date	(Utility Reimbursement)/Rent After Move Out ( a )	Cleaning Charges ( b )	Security Deposit/Payment ( c )	A/R Balance (Closed) as of 03/31/2022 (a+b-c)	DRT Fees	A/R Balance (Closed) + DRT Fees	Comments
1	113A PUT, INARAJAN	NON-COMPLIANCE: VIOLATION OF LEASE AGREEMENT	6/1/2021	8/18/2021	\$ 2,573.00	\$ 92.98	\$ (150.00)	\$ 2,515.98	\$ 15.00	\$ 2,530.98	Negative response to date
2	129B ATD, INARAJAN	30 DAY VOLUNTARY	8/5/2021	9/21/2021	\$ 404.00	\$ -	\$ (150.00)	\$ 254.00	\$ 15.00	\$ 269.00	Negative response to date
3	116 PUL, INARAJAN	30 DAY VOLUNTARY	9/7/2021	11/16/2021	\$ 571.00	\$ -	\$ (150.00)	\$ 421.00	\$ 15.00	\$ 436.00	Negative response to date
4	5 FMD, TALOFOFO	NON-COMPLIANCE: VIOLATION OF LEASE AGREEMENT	4/9/2021	11/1/2021	\$ 375.00	\$ 210.00	\$ (150.00)	\$ 435.00	\$ 15.00	\$ 450.00	Negative response to date
5	17 JAP, YONA	NON-COMPLIANCE: VIOLATION OF LEASE AGREEMENT	11/2/2020	4/12/2021	\$ 1,398.00	\$ -	\$ (150.00)	\$ 1,248.00	\$ 15.00	\$ 1,263.00	Negative response to date
6	10 IE, YONA	NON-COMPLIANCE: VIOLATION OF LEASE AGREEMENT	2/5/2021	4/12/2021	\$ 623.00	\$ -	\$ (150.00)	\$ 473.00	\$ 15.00	\$ 488.00	Negative response to date
7	14 SME, YONA	NON-COMPLIANCE: VIOLATION OF LEASE AGREEMENT	6/4/2021	9/10/2021	\$ 1,669.00	\$ -	\$ (150.00)	\$ 1,519.00	\$ 15.00	\$ 1,534.00	Negative response to date
8	37 SME, YONA	30 DAY VOLUNTARY	8/4/2021	12/7/2021	\$ 375.00	\$ -	\$ (150.00)	\$ 225.00	\$ 15.00	\$ 240.00	Negative response to date
				<b>TOTAL:</b>	\$ 7,988.00	\$ 302.98	\$ (1,200.00)	\$ 7,090.98	\$ 120.00	\$ 7,210.98	



# GHURA

Guam Housing and Urban Renewal Authority  
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Executive Director, Acting

**Audrey A. Aguon**  
Deputy Director, Acting

June 13, 2022

TO: Lucele Leon Guerrero, Controller *for FSD*  
*6/13/22*  
FROM: Property Site Manager, Acting  
SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
Total: \$11,946.26

I have reviewed AMP 3's Tenant Accounts Receivables for the period through March 31, 2022. Attached is a list of accounts to be written off due to non-activity from former residents.

The accounts were closed through March 31, 2022.

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

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

  
Bernadette Tyquiengco

Attachment

GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
 WRITE-OFF BALANCES FOR AMP 3 AS OF MARCH 31, 2022  
 073-1 AGAT

NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(U)R OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	DRT FEE	A/R BAL ON ACCOUNT (AS OF 06/03/22)	COMMENTS
1	55MAO	05/03/2021	ABANDONMENT OF UNIT	02/04/2021	07/16/2021	\$ 166.00	\$ 1,267.54	\$ (150.00)	\$ 15.00	\$ 1,298.54	NO RESPONSE
2	A18	05/27/2021	EMERGENCY - OFF-ISLAND	10/28/2020	11/22/2021	\$ 970.00	\$ 433.39	\$ (150.00)	\$ 15.00	\$ 1,268.39	NO RESPONSE
3	31MAO	07/29/2021	NON-COMPLIANCE 24-HOURS	03/23/2021	11/22/2021	\$ 644.00	\$ 592.05	\$ (150.00)	\$ 15.00	\$ 1,101.05	NO RESPONSE
4	84MAO	07/29/2021	NON-COMPLIANCE 24-HOURS	03/01/2021	01/19/2022	\$ 561.13	\$ 422.64	\$ (150.00)	\$ 15.00	\$ 848.77	NO RESPONSE
5	41MAO	07/30/2021	NON-COMPLIANCE 24-HOURS	08/01/2021	01/19/2022	\$ 148.00	\$ 460.07	\$ (150.00)	\$ 15.00	\$ 473.07	NO RESPONSE
6	60KAL	07/30/2021	NON-COMPLIANCE 24-HOURS	08/01/2021	01/19/2022	\$ 167.00	\$ 343.60	\$ (150.00)	\$ 15.00	\$ 375.60	NO RESPONSE
7	73MAO	08/02/2021	NON-COMPLIANCE 24-HOURS	07/01/2021	11/22/2021	\$ 6.00	\$ 438.82	\$ (150.00)	\$ 15.00	\$ 309.82	NO RESPONSE
8	78MAO	10/02/2021	LEASE VIOLATIONS	10/01/2021	01/19/2022	\$ 3.00	\$ 640.07	\$ (150.00)	\$ 15.00	\$ 508.07	NO RESPONSE
<b>TOTAL \$</b>										<b>6,183.31</b>	

073-2 MERIZO

NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(U)R OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	DRT FEE	A/R BAL ON ACCOUNT (AS OF 06/03/22)	COMMENTS
1	134SD	7/30/2021	NON-COMPLIANCE 24-HOURS	7/1/2021	1/19/2022	\$ 149.00	\$ 746.75	\$ (150.00)	\$ 15.00	\$ 760.75	NO RESPONSE
2	118ND	7/31/2021	ABANDONMENT OF UNIT	7/1/2021	1/19/2022	\$ 144.00	\$ 453.58	\$ (150.00)	\$ 15.00	\$ 462.58	NO RESPONSE
3	1138SD	8/4/2021	NON-COMPLIANCE 24-HOURS	8/1/2021	1/19/2022	\$ 103.00	\$ 466.25	\$ (150.00)	\$ 15.00	\$ 434.25	NO RESPONSE
4	156AND	8/11/2021	NON-COMPLIANCE 24-HOURS	4/5/2021	1/19/2022	\$ 1,196.00	\$ 151.21	\$ (150.00)	\$ 15.00	\$ 1,212.21	NO RESPONSE
5	132ND	10/11/2021	NON-COMPLIANCE 30-DAYS NOTICE	10/01/2021	01/19/2022	\$ 132.00	\$ 1,528.75	\$ (150.00)	\$ 15.00	\$ 1,525.75	NO RESPONSE
<b>TOTAL \$</b>										<b>4,395.54</b>	

073-3 UMATAC

NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(U)R OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	DRT FEE	A/R BAL ON ACCOUNT (AS OF 06/03/22)	COMMENTS
1	206IQQ	6/28/2021	UTILITY DISCONNECTION	4/6/2021	12/10/2021	\$ 376.00	\$ 801.41	\$ (150.00)	\$ 15.00	\$ 1,042.41	NO RESPONSE
2	179IQQ	7/31/2021	ABANDONMENT OF UNIT	7/1/2021	12/10/2021	\$ -	\$ 460.00	\$ (150.00)	\$ 15.00	\$ 325.00	NO RESPONSE
<b>TOTAL \$</b>										<b>1,367.41</b>	

**GRAND TOTAL \$ 11,946.26**



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June 13, 2022

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Resident Commissioner

**Elizabeth F. Napoli**  
Executive Director, Acting

**Audrey A. Aguon**  
Deputy Director, Acting

TO: Frances Danieli, Acting Controller *FSD*

VIA: Audrey Aguon, Acting Deputy Director

FROM: Acting Property Site Manager, AMP4

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables  
Total: \$24,512.96

I have reviewed AMP4's Tenant Accounts Receivables for the period through March 31, 2022. I am requesting a total of \$24,512.96 to be written off from the GL books.

Attached is a list of accounts to be written off due to non-activity from former residents. Please note that these former tenants have not remit any payments due within the time periods stated in their collection letters. DRT has been collecting a \$15 fee for each account that they have collected; this fee has been applied to these accounts.

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

Please feel free to contact me at 477-9828 for any questions or concerns.

*[Handwritten Signature]* oves

GUAM HOUSING & URBAN RENEWAL AUTH.  
 ACCOUNTS CLOSED IN SYSTEM THRU MARCH 31, 2022  
 AMP 4 SITE BASE

NO.	UNIT #	M-O DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE-OUT PROCESSED	(UR) or Rent Balance after move-out	Cleaning Charges	LEGAL & COURT FEES	Security Deposit	SUBTOTAL	DRT FEES	A/R BAL ON ACCOUNT	COMMENTS
1	11ADAM	7/31/2021	TERMINATION: GRIEVANCE HEARING DECISION	6/1/2021	3/8/2022	292.79	4266.48	0	-150	4409.27	15	\$ 4,424.27	NO RESPONSE TO CERTIFIED EMAIL
2	15IPM	8/2/2021	UTILITY DISCONNECTION; AR DOCS NOT SUBMITTED	2/1/2021	3/8/2022	845	635.33	0	-150	1330.33	15	\$ 1,345.33	NO RESPONSE TO CERTIFIED EMAIL
3	31JPM	8/6/2021	UTILITY DISCONNECTION; AR DOCS NOT SUBMITTED	8/1/2021	3/8/2022	118	1312.1	0	-150	1280.1	15	\$ 1,295.10	NO RESPONSE TO CERTIFIED EMAIL
4	18DUJ	8/16/2021	UTILITY DISCONNECTION; POOR HOUSEKEEPING	8/1/2021	3/8/2022	71	1581.15	0	-150	1502.15	15	\$ 1,517.15	NO RESPONSE TO CERTIFIED EMAIL
5	13ADAM	8/31/2020	GRIEVANCE HEARING TERMINATION	8/1/2021	12/11/2021	31	2010.51	437.5	-150	2329.01	15	\$ 2,344.01	NO RESPONSE TO CERTIFIED EMAIL
6	9ADAM	2/15/2017	FRAUD-UNREPORTED INCOME; COURT EVICTION	3/16/2020	11/10/2020	4446	0	0	0	4446	15	\$ 4,461.00	DUE TO FRAUD, TO RECAPTURE PAID URS
7	35WSA	06/30/2020	NON-COMPLIANCE: NO 30-DAY NOTICE GIVEN	3/16/2020	11/6/2020	-432	685.28	0	-150	103.28	15	\$ 118.28	NO RESPONSE TO CERTIFIED EMAIL
8	11BDAM	10/05/2020	VOLUNTARY - 30-DAY NOTICE	9/2/2020	2/15/2021	76	239.79	0	-150	165.79	15	\$ 180.79	NO RESPONSE TO CERTIFIED EMAIL
9	22BRD8	7/26/2021	UTILITY DISCONNECTION	7/1/2021	11/9/2021	14	494.38	0	-150	358.38	15	\$ 373.38	NO RESPONSE TO CERTIFIED EMAIL
10	4BDAM	03/25/2021	UTILITY DISCONNECTION; ABANDONMENT OF UNIT	2/1/2021	7/22/2021	193	1788.24	0	-150	1831.24	15	\$ 1,846.24	NO RESPONSE TO CERTIFIED EMAIL
11	19BDAM	04/08/2021	VOLUNTARY - 30-DAY NOTICE	12/1/2020	6/18/2021	2454	116.05	0	-150	2420.05	15	\$ 2,435.05	NO RESPONSE TO CERTIFIED EMAIL
12	6RDA8	04/19/2021	UTILITY DISCONNECTION	3/1/2021	7/23/2021	59	1139.93	0	-150	1048.93	15	\$ 1,063.93	NO RESPONSE TO CERTIFIED EMAIL
13	8APAQ	05/07/2021	UTILITY DISCONNECTION; ABANDONMENT OF UNIT	5/1/2021	7/23/2021	639	702.59	0	-150	1191.59	15	\$ 1,206.59	NO RESPONSE TO CERTIFIED EMAIL
14	18ADUE	05/13/2021	VOLUNTARY - 30-DAY NOTICE	4/5/2021	7/23/2021	142	552.19	0	-150	544.19	15	\$ 559.19	NO RESPONSE TO CERTIFIED EMAIL
15	2BDAM	5/31/2021	GRIEVANCE HEARING TERMINATION	5/1/2021	7/23/2021	0	865.68	0	-150	715.68	15	\$ 730.68	NO RESPONSE TO CERTIFIED EMAIL
16	37BDAM	5/31/2021	NO APPEAL TO 30-DAY TERMINATION	5/1/2021	7/23/2021	0	746.97	0	-150	596.97	15	\$ 611.97	NO RESPONSE TO CERTIFIED EMAIL

TOTAL: \$ 24,512.96

# Resident Opportunity and Self-Sufficiency (ROSS) Program Update

Program Summary and Status Report  
November 2021 – May 2022





# About the ROSS program

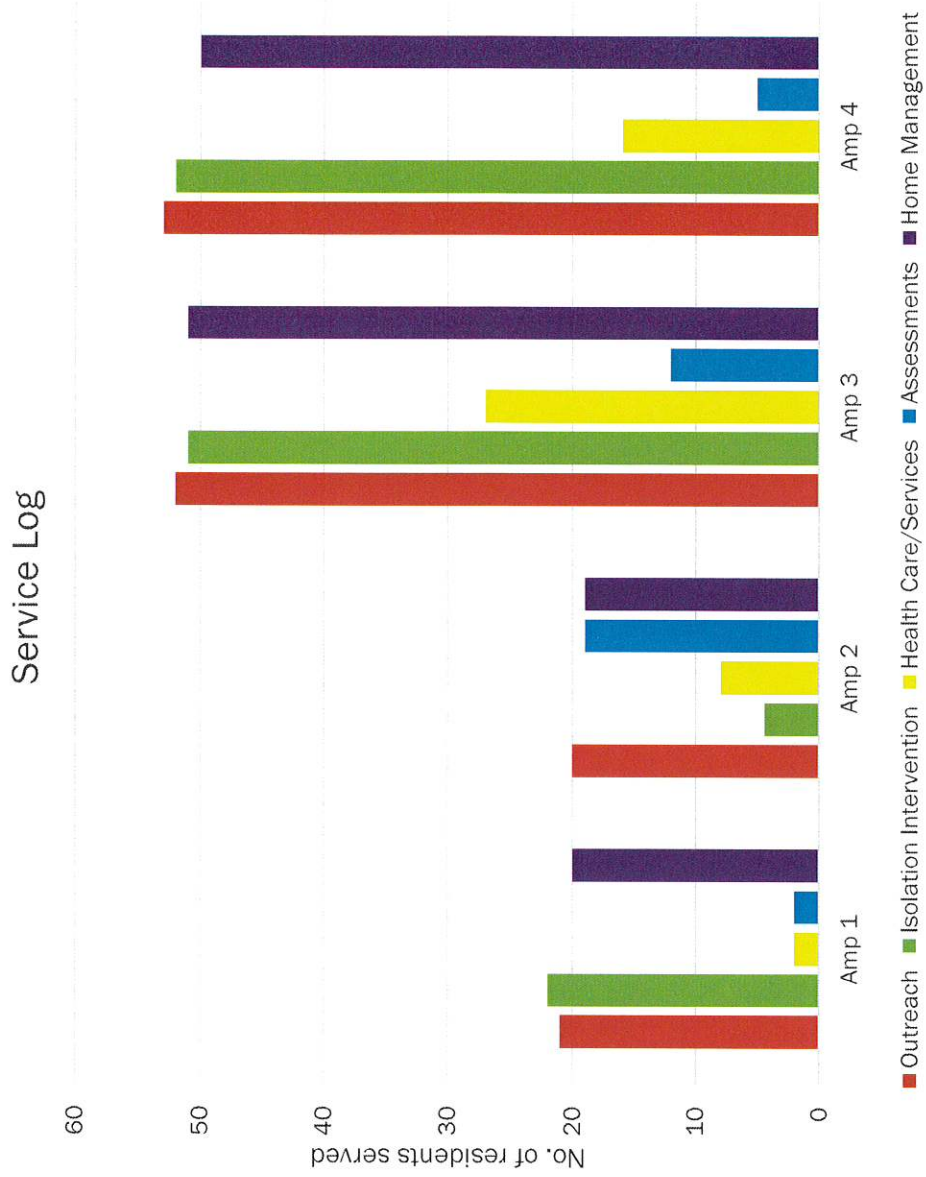
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For elderly (age 62+) residents and persons with disabilities residing in GHURA's Public Housing, the ROSS Program aims to:

- Enhance quality of life by connecting residents to services and activities
- Enable participants to age/remain in place
- Avoid more costly forms of care, such as nursing homes or other institutional facilities



# ROSS Service Log November 2021 – May 2022



# Programs & Outreaches



# Holiday Activities 2021

---

## Merizo Elderly Holiday Dinner with Southern High National Honor Society

- Southern High NHS coordinated with ROSS SC to provide a hot, pre-packaged meal for each Merizo Elderly resident.
- The students delivered the meals themselves while also adhering to social distancing and safety guidelines.



## ROSS Necessities Donation Drive (GHURA Employees)

- From December 1<sup>st</sup>, 2021 – December 20<sup>th</sup>, 2021 staff were informed of a donation drive for GHURA's elderly residents. A list of much needed donation items were provided along with the flyer.
- Donated Items included: Hand sanitizer, shampoo, towels, soap, face masks, rubbing alcohol, reusable bags, nonperishable snacks, and toothpaste.



## Intergenerational Gifts of the Hand 2021

**Goal:** To encourage interaction among all ages during the holidays, ROSS plans to partner with several Department of Education schools close by public housing areas. The intent is to increase self-esteem and life satisfaction while decreasing feelings of loneliness and isolation among the elderly. In addition, the hope is that the youth also benefit as they gain a sense of responsibility and empathy towards others, especially our most vulnerable populations.

**Objective:** ROSS plans to partner with several Department of Education schools close by public housing areas. Determine art project for students to gift to residents, compile list of elderly residents, and coordinate deliveries and greeting cards.

**Outcome:** 178 Elderly Public housing residents received homemade cards and/or ornaments, as well as gifts from different school communities



**LOCAL** *What's New in the Local section of the Post - Be sure that everyone gets the word. Do you have a news tip? Feel free to email us!*

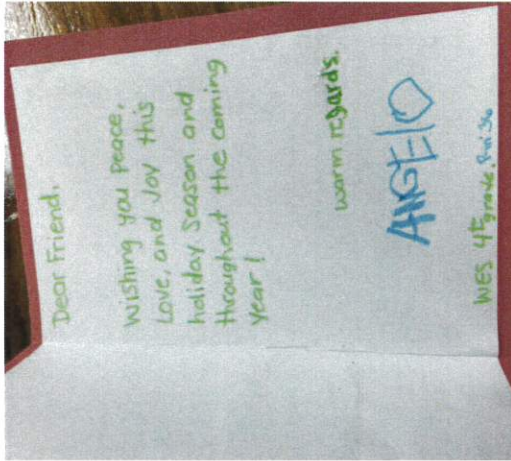
**GATE students, teacher bring gifts to housing residents**

**GIVING.** The holiday break for thousands of students, Guam-wide provided a chance for some of the Gifted and Talented Education students at Marciel A. Sablan Elementary School and their teacher, Tina Buañadicho, to participate in a gift-giving program for tenants of a Guam Housing and Urban Renewal Authority housing area. GHURA's Resident Opportunity and Self-Sufficiency program works with some of the island's schools by providing a list of items, some of the public housing residents in need of clothing, shoes and other personal care products. Buañadicho and her students collected, sorted and packed the items. Photo courtesy of Tina Buañadicho on the left. Photo courtesy of Tina Buañadicho



# Holiday Activities 2021







Gifts from Merizo Martyrs & M.U. Lujan





**Guam Housing and Urban Renewal Authority's Resident Opportunity and Self-Sufficiency (ROSS) Program**

**MONTHLY NEWSLETTER**



**EQUAL HOUSING OPPORTUNITY**

## ROSS Newsletter

Hafa ADAI!

Hafa Adai ROSS participants! Can you believe we have already made it to March? Time flies by so fast!

In case you do not know me already, my name is Alina Butler and I am the service coordinator for GHURA'S ROSS Program. The goal of the ROSS program is to encourage healthy aging and promote self-sufficiency among our public housing residents.

A newsletter is a great way to keep all ROSS participants up to date on what's happening during this upcoming month and any important information.



**WHAT'S IN THIS MONTH'S ISSUE:**

- Welcome! & CHamoru Month
- Upcoming Events

March is National Nutrition Month, National Kidney Month, and National Colorectal Cancer Awareness Month. Here on Guam, we also celebrate Mes CHamoru or Chamorro month as well. This year's theme is "I Fino' CHamoru: Agon Iná'atotche, Hináhatsa yan Hinéhemió' Lina'la' - The CHamoru Language: Reconnecting, Rebuilding and Recovering."



**Quote of the Month**

"Respetá i manámko' sa' siha fondasion i lina'la' -ta."

"Respect our elders because they are the foundation of our lives."



**March 2022**



**Do you need any of these items?**

All items have been generously donated to the ROSS Program.





- Shampoo
- Bath Soap
- "Depends"

**Adult Undergarments (Men or Women)**

- Toothpaste
- Towels
- Face Masks
- Alcohol Pads
- Coloring book & colored pencils

If you are interested in receiving any of the listed items for FREE, please contact ROSS coordinator, Alina Butler, at 671-475-1364 or albutler@ghura.org

# ROSS Monthly Newsletter

# Administrative Tasks



Community Outreaches and Training

- National Association of Social Workers – GU Chapter Regional conference
- Guam System for Assistive Technology Fair
- Establish & Sustain New Partnerships
  - UOG Geriatric Workforce Enhancement Program
  - UOG SNAP-ED Program
  - Anchor of Hope
  - GSAT/CEDDERS
  - Manelu/MRCCOSS





# Upcoming Events & News

---

## University of Guam Bachelor of Social Work Interns

- Two Senior BSW interns will be interning with GHURA'S ROSS program from August 2022 – May 2023
- Tasks will include: Assisting with outreach presentations, event planning and coordination, professional coordination and networking between ROSS partner agencies, introduction to case management, gaining experience with reporting and grant evaluation, and gaining experience with working with vulnerable populations
- Field Instructor – Francesca Gatz, MSW, Planner III
- Site Supervisor – Alina Butler, MSW Candidate, Program Coordinator II



# Upcoming Events & News Cont.

---

Continued Partnership with UOG

- Lessons every month from GWEP

- Collaboration with UOG Social Work Program to host recreational events

  - Bingo, exercise, yoga, gardening etc.

- Senior Nursing Students “adopt” a site

  - Provide weekly/biweekly health visits and monitoring services

Medical Outreach with Todu Guam in August in Agat

Tentative Date: August 7<sup>th</sup>

  - Back to school vaccines and shots
  - Collaboration with Manelu

# Short Term Goals

---

- Consistently conduct 1-2 outreach presentations/workshops at each Elderly site
- Continue to establish and strengthen partnerships with partner agencies
- Submit FY2021 annual report (October 2022)
- Conduct Needs Assessment across all four AMPs
  - Identify Areas of Need: Education, Financial Literacy, Health and Wellness, Employment, Elderly/Disabled Services

# Long Term Goals

Advance digital inclusion and increase digital literacy among residents.

- Provide digital literacy training programs
- Establish a small device/hotspot computer-lending program

Increase access to health and wellness services and provide on site healthy aging activities

- Ensure residents are receiving medical exams annually (or more frequently depending on case)
- Decrease amount of emergency room visits for residents

**Address significant and/or frequent barriers/Areas of Need**

- Access to transportation
- Employment
- Education/GED
- Financial capability

*Thank you!*

ALINA L. BUTLER, PROGRAM COORDINATOR II

[ALBUTLER@GHURA.ORG](mailto:ALBUTLER@GHURA.ORG)

671-475-1364