



GUAM PRESERVATION TRUST

INANGOKKON INADAHI GUÅHAN

P.O. BOX 3036 • Hagåtña, Guam 96932
Tel: (671) 472-9439/40 • Fax: (671) 477-2047
www.guampreservationtrust.com

GUAM PRESERVATION TRUST
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, OCTOBER 2, 2013
GPT CONFERENCE ROOM; 3:30 P.M.

A G E N D A

- 1.0 CALL TO ORDER / ROLL CALL
- Action 2.0 APPROVAL OF MINUTES (9/11/13 Meeting)
- 3.0 OLD BUSINESS
 - Action Info 3.1 Plaza de España – Funding Request
 - 3.2 Special Projects Coordinator Update
- 4.0 COMMITTEE REPORTS
 - 4.1 BUDGET & FINANCE COMMITTEE
REFER TO REPORT
 - 4.2 ARCHITECTURE COMMITTEE
REFER TO REPORT
 - 4.3 GRANTS COMMITTEE
REFER TO REPORT
- 5.0 OPEN DISCUSSION
- 6.0 ADJOURNMENT



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**GUAM PRESERVATION TRUST
REGULAR BOARD OF DIRECTORS
WEDNESDAY, SEPTEMBER 11, 2013
3:30 P.M., GPT CONFERENCE ROOM**

M I N U T E S

PRESENT: Michael Makio, Architecture – P
Rebecca Duenas, Chamorro Culture – A
Helen Bordallo, History – A
Dave Lotz, Planning – P

ALSO PRESENT: Joe Quinata, CPO
Terrence Brooks, Legal Counsel
Ray Blas, Director, DPR
Anjelica Okada, Staff
The Office of Sen. Ben Pangelinan

1.0 CALL TO ORDER

The meeting was called to order by Chairman Michael Makio at 4:15 p.m., and roll call was conducted.

2.0 APPROVAL OF MINUTES (8/14/13 Meeting)

Chairman Makio opened the floor for discussion on the August 14, 2013 minutes.

Motion

With no further discussion, Rebecca Duenas motioned to approve the minutes as read. The motion was seconded by Helen Bordallo and unanimously approved.

Dave Lotz noted a letter to the Dept. of Parks & Recreation regarding the changes on the Pagat signage will not be necessary.

3.0 OLD BUSINESS

3.1. Plaza de España – Funding Request

Joe Quinata circulated the response received from GEDA regarding the tree removal funding request. GEDA's response was from consultation from Dr. Thomas Marler, PhD of the University of Guam, and Justin Santos of the Guam Dept. of Agriculture, Forestry and Solid Resources Division.

The options of the benefits of full tree removal and the cons of canopy reduction & root mitigation were presented in the correspondence.

Dave Lotz presented photos taken at the site and recommended routine maintenance efforts as the option to save the tree.

GPT's recent action to conduct a feasibility study could include the reshaping and or removal of debris in the Plaza area.

DPR Director Ray Blas noted the Plaza is under the jurisdiction of the Guam Legislature. A similar situation is occurring at Ypao Park that trees where trees will be removed if posing threat to the safety of park patrons.

The Board realized that this issue may potentially be addressed by another agency if not resolved by GPT.

Dave Lotz commented that it was the Board's previous action to reject the application to remove the tree and granting money to enhance, save, and protect the tree.

Motion A motion was made by Dave Lotz to grant \$50,000 to GEDA for protecting, enhancing, and the maintenance to protect the monkey pod tree at the Plaza de España. The motion was seconded by Helen Bordallo.

Chairman Makio opened the floor for discussion.

The Board discussed the use of funds for root containment and branch shaping of the tree to reduce the exposure for damage at the Garden House and not be used to remove the tree.

This action does not repeal the motion from the previous meeting.

With no further discussion, Chairman Makio asked for vote on the motion. The motion passed with the majority in favor. Board member Rebecca Duenas abstained.

The Board discussed the two other requests by GEDA to fund the electrical engineering re-design and the Archaeological Support.

It was the sentiment of the Board to reject the funding request however a formal motion had not been made at the previous Board meeting.

Motion Dave Lotz motioned to reject the additional funding request for the electrical engineering re-design and the archaeological support because additional information had not been provided. The motion was seconded by Rebecca Duenas and unanimously approved.

4.0 NEW BUSINESS

4.1. Approve Board Action to approve \$1860.00 to reprint "Exploring Guam's Heritage Booklets

Joe Quinata reported an E-Vote was circulated to approve \$1860.00 to reprint the Exploring Guam's Heritage Booklets. The E-Vote received approval by the majority.

Motion With no further discussion Dave Lotz motioned to approve the Board action to fund \$1860.00 to reprint the Exploring Guam's Heritage Booklets. The motion was seconded by Rebecca Duenas and unanimously approved.

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4.2. Nomination of the Old Guam International Airport Building

Joe Quinata reported the SHPO office had recommended this item in the past and GPT is revisiting the request to nominate the old Guam International Airport Building. The nomination will be a Board initiated project.

Motion

With no further discussion, Rebecca Duenas motioned to proceed in the nomination process of the Old Guam International Airport Building. The motion was seconded by Helen Bordallo and unanimously approved.

5.0 COMMITTEE REPORTS

5.1. Budget & Finance Report

Refer to Report

Chairman Makio reported a Budget & Finance committee conducted its meeting on Friday, September 6. The committee reviewed a summary of the expenditures for the past several years, a comparative budget analysis, the projected financial outlay, and the proposed FY14 Budget.

The draft FY14 Administrative & Operations budget included a review of personnel appropriations, facilities requirements, operational expenses, travel, equipment costs, supplies, contractual obligations, stipends, advertising, postal, dues and subscriptions, discretionary and contingency funds.

The committee recommended the following changes:

Personnel

1. To reduce the percentage value for pay increases from 10% to 5% with the condition that any adjustments to any salary of any employee must be approved by the Board.
2. Recommend to provide \$6000.00 for performance bonuses for the employees of the Trust.

Travel

3. To increase the participants for the NTHP Conference from two to three with the 3rd participant as the Ex-officio member of the Trust from the Dept. of Parks & Recreation.

The committee recommended the Director of Parks & Recreation to attend the NTHP Conference for introduction and interaction with the National Preservation Trust Partners.

Chairman Makio had requested for Board members interested in attending to submit their request outlining the goals they wish to accomplish by participating in the 2013 Conference.

The Chairman Makio and Rebecca Duenas will be attending the conference.

The 2014 APIA Forum will be held in July in Washington D.C.

Rebecca Duenas noted under Budget Item D, Travel:

Correct wording to correspond with the numbers recommended by the committee.

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Dave Lotz noted under Item K. Dues & Subscriptions:
Change to read General Dues & Subscriptions and not itemize the subscriptions.

Board members were encouraged to become members of the NTHP.
A free NTHP subscription is provided to all members for a minimal annual membership fee.

Motion With no further discussion, Rebecca Duenas motioned to approve the FY14 budget with the committee's recommendation of changes.
The motion was seconded by Dave Lotz and unanimously approved.

5.2. ARCHITECTURE COMMITTEE

Refer to Report

Chairman Makio recommended the Board to review the Project Status report for all updates.

5.3. GRANTS COMMITTEE

Refer to Report

5.3.a. Guam Historic Structures – Guampedia

Chairman Makio reported the committee recommends approval of the grant on the condition that the applicant follow the protocol that will be established by GPT for the photography and that all photos will be available to GPT at the conclusion of the project whether published or not.

Motion With no further discussion, Rebecca Duenas motioned to approve \$5000.00 for the Guam Historic Structures Grant on the condition that the applicant follow the protocol that will be established by GPT for the photography and that all photos will be available to GPT at the conclusion of the project whether published or not.
The motion was seconded by Helen Bordallo and unanimously approved.

5.3.b. Towards a Historic Atlas of Guam – Adrian Cruz

Chairman Makio reported the grant has been pulled by the applicant.
The application will be reviewed and adjusted and may applicant may resubmit later.

5.3.c. Architecture of Guam's Catholic Churches: A Photographic Documentation Project – Monique Storie/Stephen Tenorio

Joe Quinata reported the committee recommended to table the grant until the applicant provides a specific list of structures and their goal.

6.0 OPEN DISCUSSION


- Joe Quinata invited the Board to support the "Nihi fundraising" event.
Tickets were made available for purchase.
- Dave Lotz, announced a presentation by the Navy on the Environmental Impact Statement for the training and the testing range will be held on October 6, at the University of Guam.


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7.0 ADJOURNMENT

There being no further discussion, Helen Bordallo motioned to adjourn the meeting. The meeting was seconded by Rebecca Duenas and unanimously approved. The meeting adjourned at 5:10 p.m.

Transcribed by: 
Date: 10/2/13

Approved by: 
Date: 10/3/2013

GUAM PRESERVATION TRUST

INANGOKKON INADAHI GUAHAN



Memo

TO: Joe Quinata, Guam Preservation Trust
FROM: Calvin Kelly, GEDA HOT Bond Program Management Office
RE: GEDA's Project Assistance Request for Plaza de Espana
DATE: August 29, 2013

In a letter dated August 9, 2013, the Guam Economic Development Authority (GEDA) requested project assistance from Guam Preservation Trust (Trust) for three project activities related to the restoration of the Plaza de Espana in Historic Hagåtña. The Plaza de Espana is one of many capital improvement projects currently underway in Guam which are funded by the Hotel Occupancy Tax (HOT) Bond program. The three project activities for which Trust assistance was requested include: (1) costs associated with removal of a large monkey pod tree; (2) costs associated with revising the site electrical engineering design; and (3) costs associated with expanded archaeological monitoring and technical support needed during construction.

In support of the project assistance request, staff from GEDA and the HOT Bond Program Management Office (PMO) also attended a meeting of the Trust's architectural review committee to answer questions about the project and assistance request. Per the review committee's recommendation, the Trust Board of Directors considered the request during its July 2013 meeting. Pursuant to our last discussion, you indicated that the Board tabled GEDA's request due to questions related to the planned removal of the Monkey Pod tree. At your request, this memo is intended to provide additional information and analysis in support of removing the tree in question.

We understand that questions from one or more Trust board members relate generally to whether a full removal of the Monkey Pod tree is necessary, the alternative being a canopy reduction and root mitigation effort. It must be emphasized that the desired outcome of the proposed tree removal is to provide the maximum long term protection to the adjacent historic Garden House structure. Specifically, risks from the tree are both from above (the tree canopy) and below (invasive root action).

To illuminate the technical considerations related to canopy reduction and root mitigation, the PMO consulted with Dr. Thomas Marler, PhD of the University of Guam, and Justin Santos of the Guam Department of Agriculture, Forestry and Soil Resources Division. Dr. Marler is a faculty member of the Western Pacific Tropical Research Center and his research interests include environmental physiology of terrestrial plants and horticulture practices on Guam. Mr. Santos is Guam's Chief Forester (Acting).

Dr. Marler and Mr. Santos both emphasized several factors that must be understood if canopy reduction/root mitigation is attempted.

- 1) Adverse effects on a tree's health generally occur when:
 - More than 25% to 30% of total canopy is removed at one time;
 - More than 25% to 30% of total root network is cut/mitigated at one time; and
 - Canopy reduction and root mitigation is performed simultaneously, unless both actions are limited in scope so that a combined impact is less than 25% to 30%.

- 2) Adverse effects on a tree's structural integrity can occur when:
- Canopy reduction is not balanced (e.g. just one side of a canopy is removed);
 - Root mitigation is not balanced (e.g. roots act as "guy wires" in wind conditions); and
 - Simultaneous canopy reduction and root mitigation is performed on the same "side" of a tree.

Dr. Marler and Mr. Santos indicated that there are also ongoing care and maintenance actions to be performed after a significant canopy reduction and/or root mitigation. After an initial canopy cutting, at least one additional canopy reduction must be completed to thin out new growth since unchecked new growth can lead to weak branch structure. Root mitigation is also an ongoing maintenance item; Dr. Marler and Mr. Santos both noted that a subsurface root barrier would need to be installed along the entire building foundation in order to preclude new root growth that will occur in the same direction as those roots which must be cut.

Based on input from Dr. Marler and Mr. Santos, and in context with the Plaza de Espana project, the following cost-benefit analysis is instructive.

BENEFITS OF FULL TREE REMOVAL

- Complete risk reduction to Garden House.
- Fixed, one-time cost (\$40,000).
- No continued/future maintenance.
- No potential for un-aesthetic results from reduction/mitigation.
- No potential for future tree health issues.
- No potential for structural failure during a storm event.

CONS OF CANOPY REDUCTION / ROOT MITIGATION

- Limited and temporary risk reduction to the Garden House.
- Combined canopy reduction + root mitigation impacts far exceed the "25%" best practice rule used to guide just one management measure or the other (canopy reduction OR root mitigation).
- Initial cost conservatively estimated at 75% (\$30,000) of full removal cost. This does NOT include costs to install root barrier, costs for archaeological monitoring of barrier installation and/or artifact recovery.
- Continued/future maintenance is necessary; additional future reduction activities estimated to be \$10,000 per event.
- Un-aesthetic results from reduction/mitigation activities is likely.
- Future tree health issues resulting from reduction/mitigation are possible.
- Initial + total long term costs of reduction/mitigation will easily surpass one-time full removal costs.

In closing, we note that Mr. Santos indicated that seedling tree stock from the Guam Department of Agriculture would be donated for installation at Plaza de Espana as compensatory planting following a full removal. This compensatory planting is an environmental stewardship best practice. Furthermore, the PMO has already coordinated with certain other local artisans to determine their interest in re-using tree material in their woodworking projects. Both of these efforts are good examples of balancing natural resource preservation with historic preservation. On behalf of GEDA, we thank you again for your consideration of this project assistance request. We hope this information will be helpful to Trust directors in their decision making process.

GUAM PRESERVATION TRUST ACCOUNTING SUMMARY

For Period Ending August 31, 2013; Check #7826

CURRENT FUNDS AVAILABLE			\$ 6,046,460.57
Bank of Guam Trust	\$ 193,364.49	As of 8/30/13	
TD Ameritrade	\$ 0.23	As of 8/30/13	
Merrill Lynch	\$ 1,928,921.64	As of 8/30/13	
Raymond James	\$ 1,867,617.66	As of 8/30/13	
Trade PMR	\$ 1,981,771.58	As of 8/30/13	
Bank of Guam Checking	\$ 74,784.97	As of 8/30/13	
Total	\$ 6,046,460.57		

	BOARD APPROVED	YTD EXPENSE	BALANCE
ADMIN & OPERATIONS	\$ 518,025.61	\$ 362,963.92	\$ 155,061.69

BOARD FUNDED INITIATIVES			
Public Awareness	\$ 5,000.00	\$ 4,554.00	\$ 446.00
Preserve Micronesia Video	\$ 8,400.00	\$ -	\$ 8,400.00
Pagat Project	\$ 26,278.47	\$ 27,647.26	\$ 10.21
T-Shirt Sales		\$ (1,379.00)	
Lujan House Dedication	\$ 6,000.00	\$ 13,758.00	\$ (2,475.00)
Amended Increase 9/14/11	\$ 5,283.00		
Micro Endowment for HistPres	\$ 4,500.00	\$ 797.00	\$ 3,703.00
Fund Development Plan	\$ 5,125.00	\$ -	\$ 5,125.00
Desk Audit	\$ 5,800.00	\$ 5,800.00	\$ -
Adjustment per contract	\$ 232.00	\$ 232.00	\$ -
Pagat Educational Series	\$ 3,000.00	\$ 3,624.66	\$ (624.66)
5 Year Strategic Plan	\$ 12,250.00	\$ 1,812.75	\$ 10,437.25
UOG Scholarship Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ -
UOG Cham Language Comp.	\$ 5,000.00	\$ 5,000.00	\$ -
GHC I Tano Yan I Tasi Sponsor	\$ 1,500.00	\$ 1,500.00	\$ -
Rosario House Appraisal	\$ 2,000.00	\$ 1,820.00	\$ 180.00
Guam Micronesia Fair 2013	\$ 5,000.00	\$ 5,000.00	\$ -
National History Day	\$ 65,619.06	\$ 73,547.70	\$ 175.14
Reimbursements/Sponsorship		\$ (8,103.78)	
Taleyfak Commemorative Poster	\$ 3,000.00	\$ 1,430.00	\$ 1,570.00
Taleyfak Interpretive Signage	\$ 10,000.00	\$ 1,785.00	\$ 8,215.00

Board Initiatives (Continued)	Page 2 of 4		
Marianas History Conference	\$ 10,000.00	\$ 10,000.00	\$ -
DPW/FHWY MOA	\$ 14,999.00	\$ 10,000.00	\$ 4,999.00
Explore Guam's Heritage-reprint	\$ 1,860.00	\$ 1,860.00	\$ -
SUBTOTAL	\$ 205,846.53	\$ 165,685.59	\$ 40,160.94

ETHNOGRAPHY & ORAL HISTORY			
SUBTOTAL	\$ -	\$ -	\$ -

REPAIR, REHABILITATION, RESTORATION AND RENOVATION			
Ft. Soledad	\$ 8,000.00	\$ 5,950.00	\$ 2,050.00
GVB funds (\$8,000.00)	\$ 8,000.00	\$ -	\$ 8,000.00
HIF Meno House	\$ 33,072.00	\$ 33,072.00	\$ -
HIF Meno Hse Amendment	\$ 14,000.00	\$ -	\$ 14,000.00
Lujan House (construction)	\$ 697,700.00	\$ 784,978.08	\$ 21,142.47
Change Orders 1-5	\$ 40,831.40		
Change Order 6-12	\$ 29,306.55		
Change Order 13	\$ 2,625.08		
Change Order	\$ 15,157.52		
Change Order	\$ 20,500.00		
Taleyfac Bridge	\$ 606,198.21	\$ 540,631.69	\$ 65,566.52
Motion 8/4/10	\$ 80,000.00	\$ -	\$ 80,000.00
Archaeo Monitor Plan (IARII)*	\$ 21,436.90	\$ 21,436.90	\$ -
SUBTOTAL	\$ 1,576,827.66	\$ 1,386,068.67	\$ 190,758.99

ARCHAEOLOGY RESEARCH			
MARC Year 1 **	\$ 127,622.00	\$ 127,429.16	\$ 192.84
MARC Year 2	\$ 140,240.00	\$ 127,858.41	\$ 12,381.59
MARC Program Year 2, **	\$ 25,000.00	\$ 24,958.26	\$ 41.74
MARC HSR Course Year 2	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00
MARC Year 3	\$ 75,000.00	\$ 54,678.21	\$ 20,321.79
Mahlac & Litekeyan Pictograph II	\$ 5,000.00	\$ 3,932.25	\$ 1,067.75
Historic Landmark Signs	\$ 4,830.00	\$ 4,305.00	\$ 525.00
Margaret Peredo House	\$ 5,000.00	\$ 5,000.00	\$ -
Mahlac & Litekeyan Pictograph III	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
SUBTOTAL	\$ 412,692.00	\$ 371,911.29	\$ 40,780.71

PUBLIC INTERPRETATION & PRESENTATION		Page 3 of 4	
Exploring Guam's Heritage	\$ 8,290.00	\$ 7,390.00	\$ 900.00
We Are Pagat Film Project	\$ 5,000.00	\$ 5,000.00	\$ -
Supplemental Request II	\$ 5,000.00	\$ -	\$ 5,000.00
Navigating Cult Values Film	\$ 5,000.00	\$ 3,966.71	\$ 1,033.29
Plight of Pagat Video	\$ 5,000.00	\$ -	\$ 5,000.00
G.Flores Building Museum	\$ 5,000.00	\$ -	\$ 5,000.00
Guampedia: Marianas History Conference	\$ 1,680.00	\$ 1,680.00	\$ -
Hse that Jose Built-Cara Mays	\$ 5,000.00	\$ 5,000.00	\$ -
TASA	\$ 5,000.00	\$ -	\$ 5,000.00
Pagat, Haputo, Hilaan Documentary	\$ 5,000.00	\$ 4,500.00	\$ 500.00
I Know Guam (PBS)	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00
Leblon Amot Famaguon	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Amot Famalaoan	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Para Hinemlo	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Case Study of Suruhana/u	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Promote Cult Heritage Sites Film	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Across the Water in Time	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Guam Governance	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Seabee Marine Park Concept	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
MARC - Ritidian Story	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
SUBTOTAL	\$ 99,970.00	\$ 62,036.71	\$ 37,933.29
ARCHIVAL RESEARCH			
Inventory & Cataloging - Museum (DCA)	\$ 69,400.00	\$ 101,290.90	\$ 4,682.51
Amendment 9/10/08	\$ 36,573.41		
SUBTOTAL	\$ 105,973.41	\$ 101,290.90	\$ 4,682.51
ARCHITECTURAL RESEARCH			
Plaza de Espana (Assessment)	\$ 37,480.00	\$ 37,480.00	\$ -
Amend 5/11 HSR for Palasio	\$ 18,627.00	\$ 31,239.14	\$ 3,633.00
Increase Amendment	\$ 23,590.00	\$ 7,344.86	

Architectural Research (Continued)			
Guam Legislature (HSR & A/E)	\$ 220,000.00	\$ 424,575.00	\$ 4,475.00
LEED	\$ 42,000.00		
Amendment-Expansion	\$ 161,000.00		
LEED - Additional 2010 fee	\$ 1,500.00		
Soil Testing	\$ 3,000.00		
Perk Testing	\$ 800.00		
Water Flow Testing	\$ 750.00		
Inalahan Revitalization Plan	\$ 59,800.00	\$ 44,850.00	\$ 14,950.00
SUBTOTAL	\$ 568,547.00	\$ 545,489.00	\$ 23,058.00

Historic Property Documentation & Register Nomination			
Judiciary of Guam	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
SUBTOTAL	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00

TOTAL OBLIGATED FUNDS	\$ 3,492,882.21	\$ 2,999,196.08	\$ 493,686.13
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TOTAL UNOBLIGATED FUNDS AVAILABLE			\$5,552,774.44
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