



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

OFFICE OF THE MAYOR

MUNICIPALITY OF SAIPAN

2022 CITIZEN CENTRIC REPORT



DAVID M. APATANG
Mayor of Saipan

Our Mission

Provide a municipal service that ensures a safe and healthy environment, enhance the standard of living, and preserve the cultural heritage of its citizens through responsible stewardship and cost effective management of its resources.

Who we are

Our duties and responsibilities are set out in Article VI of the Northern Mariana Islands Constitution and 1 CMC §§ 5101 – 5110. Chief among these constitutional and statutory duties and responsibilities include but are not limited to, the mobilization of resources and meeting emergency conditions in a declared disaster; improvement of local communities and villages; development of programs and delivery of services for children, young people, adults, and elderlies; road clearing, repair, and maintenance; assist in land clearing for funerals and village fiestas; appointing, hiring, and managing staff to assist the mayor carry the mayor's duties and responsibilities.

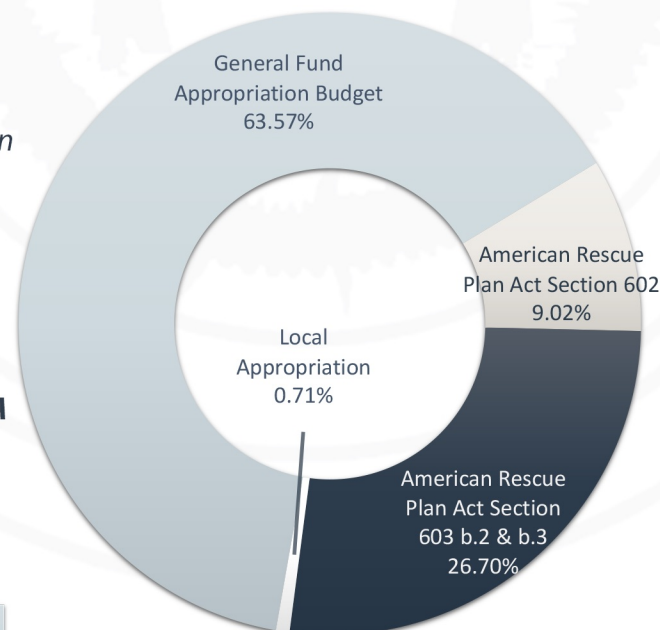


- ADMINISTRATIVE DIVISION**
 - Marriage Section
 - Saipan and Northern Islands
 - Municipal Identification Card Section
- FISCAL AND BUDGET DIVISION**
 - Procurement Section
- DOG CONTROL PROGRAM**
- FIELD OPERATIONS**
- SAIPAN STREET NAMING AND ADDRESSING DIVISION**
- STUDENT EXCHANGE PROGRAM**

Employee Demographics

 **17 WOMEN**

 **62 MEN**



Funding Sources for Full-Time Employees

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OUR PROGRESS

Dog Control Program

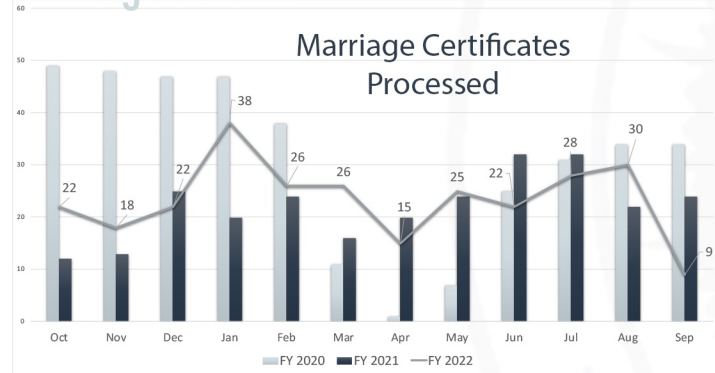
The Saipan Mayor's Office new multifunctional animal shelter in As Perdido was finally completed with support from FEMA, CIP Office, the SNILD, DLNR, and the CNMI Public Assistance Office. The new shelter has a veterinary office, clinic, quarantine area, and spacious kennel section. The DCP also received help from its off-island partner, Guam Animals in Need, with donations of food for dogs and cats, and kennel supplies to help run the shelter and to ensure each animal received proper care. The program also collaborated with Boonie Babies Saipan and Boonie Flight Project to bring in Dr. Kris Anderson, DVM, from Houston, Texas, to provide low-cost spay and neuter services. Five hundred dogs and cats were spayed and neutered during the 20-day operation. In April 2022, the mayor's office assisted Saipan Cares for Animals by letting it use and occupy a section of the kennel, for a period of four months, to keep 40 dogs in its care.

Field Operations

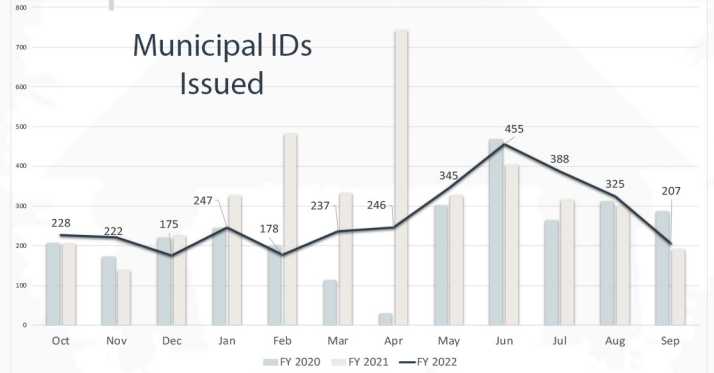
The Field Operations delivered various services to the community, for example, repair of secondary roads, roadside clearing along secondary and primary roads, debris removal, tree trimming and pruning, junk car removal, as well as trash trailers used during funerals and social events. Field operations crew maintained the Sugar King Park in Garapan, the Children's Park in Koblerville, the Oleai Sports Complex in Susupe, the Chalan Kanoa and Tanapag Cemeteries. Field operations crew also assisted with grounds maintenance at public schools, village fiestas, and the Marianas Racing Association in Cowtown. Other activities of the field operations included the mayor's office island-wide beautification projects in villages, beautification clean up drive in Chalan Kanoa, Adopt-A-Median Project at the World War II Memorial - Atkins Kroll Toyota intersection, Garapan, and Gualo Rai medians, and along Tun Thomas Sablan Road from As-Perdido to Koblerville.

The Saipan mayor's office performed the maintenance work at the various sports venues as well as bi-weekly field maintenance at the Oleai Sports Complex during Northern Marianas Pacific Mini-Games 2022.

Marriage Section



Municipal Identification Cards



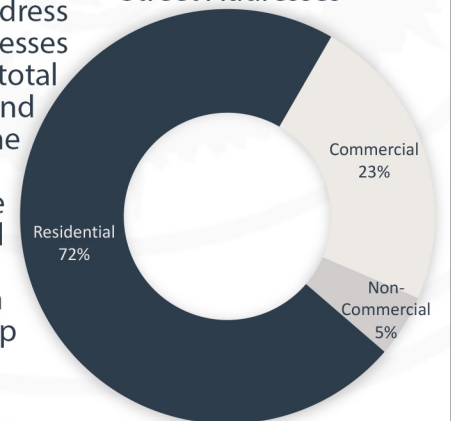
Saipan Street Naming and Addressing Division

The SSNAD performed really well in fiscal year 2022. More than 3,520 street address numbers were assigned through the island, bringing the total of street addresses assigned to-date to 6,259, since the project kicked off in August 2020. The total number to-date represents approximately 90 percent of all homes and commercial and noncommercial buildings in Saipan, which were identified in the street naming and addressing master map.

Moving forward in fully implementing the addressing project would require more focus on encouraging homeowners and owners of buildings to install their assigned street address numbers.

The SSNAD has begun using ArcGIS to migrate its database in AutoCAD, which would lend ease to making the street naming and addressing master map available online, using the same or similar platforms that others are using.

Percentage of Distributed Street Addresses



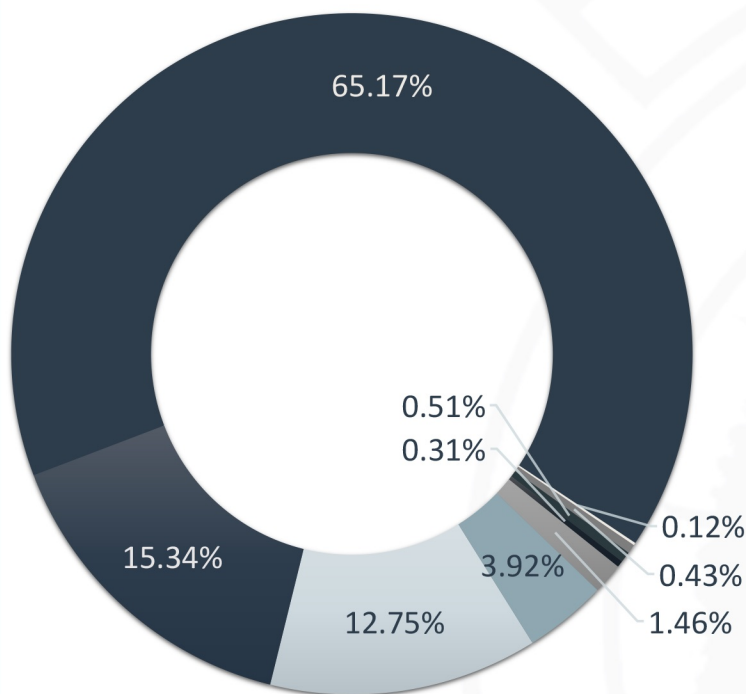
Student Exchange Program

In October 2021, the Municipality of Saipan and Katori City in Japan through its mayor, held a remote conclusion ceremony to finalize and establish the Katori City- Saipan sister-city agreement. The Student Exchange Program also partnered with Joyama Elementary School in Nagano, Japan, to host a video exchange. Seven students from Saipan and the 6th grade class at Joyama Elementary School discussed their daily life during the COVID-19 pandemic and sent messages of encouragement.

OUR FINANCES

FY 2022 REVENUES

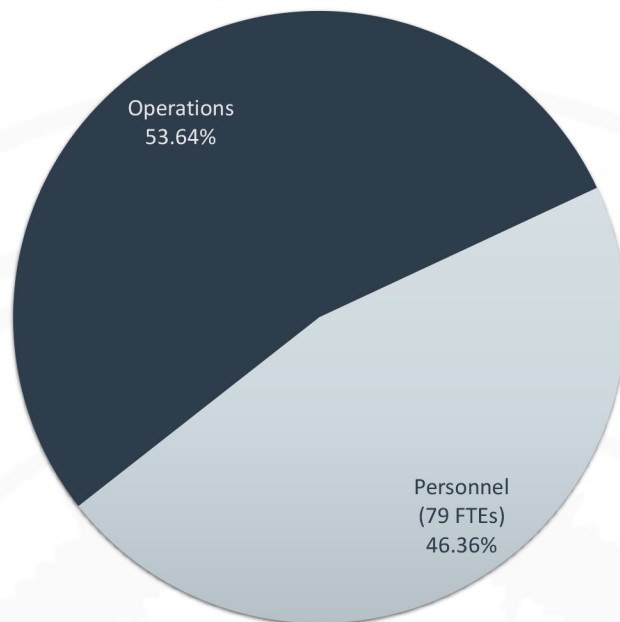
Object Class	Public Law 22-08
Personnel	\$ 1,300,633
All-Others	\$ 13,006
Total	\$ 1,313,639



Federal Source	
American Rescue Plan Act 602	\$ 1,580,414
American Rescue Plan Act 603 b.2 & b.3	\$ 6,714,550
OIA - TAP GRANT	\$ 150,000
General Fund Appropriation Budget (Public Law 22-08)	\$ 1,313,639
SNILD Appropriation	\$ 403,862
Program Income	
Bingo (SLL 20-16)	\$ 12,600
Dog Control Program (SLL 9-12)	\$ 44,219
Saipan and Northern Islands Identification Card (SLL 13-16)	\$ 52,920
Marriage (PL 20-53)	\$ 31,565

TOTAL REVENUES
\$10,303,769

FY 2022 EXPENDITURES



Personnel and Fringe Benefits	\$ 4,092,906.00
Operations	\$ 4,735,439.00

TOTAL EXPENDITURES
\$8,828,345

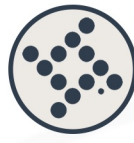
In March 2022, the U.S. Department of the Treasury approved an allocation of \$13,429,100 to the Office of the Mayor of Saipan, which approved allocation was paid in two separate tranches, each at 50 percent or \$6,714,550.00. The total payment was sourced from Section 603 b.2 and b.3 of the American Rescue Plan Act – State and Local Fiscal Recovery Fund (ARPA - SLFRF). The first tranche was paid in May 2022, and the second on September 29, 2022. The ARPA -SLFRF payments were made directly to the Office of the Mayor of Saipan and the Mayor of Saipan is the sole expenditure authority. The funds from the first tranche were used to pay for the following expenditures: Personnel expenses; premium pay; purchases of 10 pick-up trucks; purchases of heavy equipment (12-CY dump truck, 15-ton dump truck, tractor mower, 3-standing mowers, 2 backhoes, dump truck with hydraulic lifter, and cargo truck with stiff crane); fuel and lubricants; machinery, tools and equipment (brush cutters, chainsaws, blowers, pruners, etc.); operations supplies; road repairs; building improvements; repairs and maintenance; assistance to small businesses (medical, dental, therapeutic, and eye clinics); non-profit organizations. The Office of the Mayor of Saipan has not expended any funds from the second tranche as of September 30, 2022.

LOOKING AHEAD

Challenges



Due to limited space at the FSM Recycling yard because of piles of tires, we can no longer dispose junk cars.



The transition from JD Edwards to the new MUNIS Financials, Human Capital Management, and Enterprise Asset Management.



Even with public outreach efforts, there is still a need for law enforcement to ensure all pet owners abide by the regulations.



Travel restrictions due to the COVID-19 pandemic are easing, but there is still no guarantee that the Student Exchange Program can operate the same way during its pre pandemic days.



Maintenance and repairs of heavy equipment is critical for daily operations. Without a certified inhouse mechanic, we are forced to outsource all maintenance and repairs with limited companies that can expeditiously complete the work.



What's Next?

Resumption of flights from our primary tourist source markets in South Korea and Japan appear to be giving us hope that our hotel and hospitality industries will generate business activities in our islands. But even as tourists return to our islands and flights continue to arrive, we have to be mindful that reaching business levels to pre-pandemic times might take a while. In other words, our economy will not rebound in an instant, but will take years. We are optimistic for a recovery, even when inbound flights are not to maximum loads, as we are seeing now.

The American Rescue Plan Act – State and Local Fiscal Recovery Fund grants will terminate on December 31, 2024, meaning funds from that source will no longer be available for our local government operations. By fiscal year 2024, our office must expect to make drastic adjustments, if and when local general fund revenues do not pick up by then to continue the funding level that we now have using ARPA – SLFRF.

We will continue to do what we can to promote our islands as a friendly, clean, and safe destination, so that we can compete with other destinations. Keeping our beaches and tourist sites clean and safe, promoting other attractions, like, our Chamorro, German, Spanish, and Japanese cultural heritage, our green and unique island landscape and forest, and beautiful ocean are one of many that we can do to excite tourists to come and visit us. We must offer our tourists what we believe makes us different from other destinations.

Do you have any suggestions on how we can improve our reporting? Please contact us at saipanmayor@mos.gov.mp

Upcoming Projects

- Amend local law to make long term residents and CW-1 workers eligible for Municipal ID cards
- Issue marriage certificates
- House Bill No. 22-82 for the Saipan Standard Village Delimitation and Name Master Map to pass in the Senate
- Distribution of limited address numbers to homeowners
- Virtual student exchange activities with Katori City in Spring 2023
- Major road repairs for Tangantangan Dr and Flores Rosa St
- Installation of solar light panels at the Sugar King Park

