

OFFICE OF THE MAYOR MUNICIPALITY OF SAIPAN CITIZEN CENTRIC REPORT FY 2020



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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.

The duties and responsibilities of the Office of the Mayor of Saipan are set out in Article XI 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, being responsible for 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.

A Flash Look at Fiscal Year 2020

Fiscal Year 2020 is one to remember for years to come. Declining revenues forced the CNMI government to make a few hard choices. These hard choices sent shockwaves to all three branches of government, municipal governments, and the private sector. The necessity to make adjustments was perhaps the best option of averting a real disaster. After restoring the government biweekly work schedule to 80 hours and easing cost-cutting measures in late fiscal year 2019, the government implemented cost cutting measures in the second quarter in fiscal year 2020; bi-weekly work schedule returned to 64 hours in March 2020, and the most painful measure followed in May 2020, when many government employees were terminated or furloughed, a very drastic and necessary action as government revenue generation and collection took a steep nose dive. Fiscal year 2020 closed with a glimmer of hope of recovery in the near term.



David M. Apatang
Mayor of Saipan

The novel coronavirus pandemic, later named COVID-19, spread like wildfire and affected every place on earth populated by people. In our time, we saw time stand still. The municipality of Saipan lost employees after a month and a half of the government shutting down. The initial cut consisted of 32 employees who were terminated from employment. Financial support from the federal government that became available late in the second quarter saved jobs that could have been eliminated had no federal help become available.

Like any other agency in the government and private sector, the mayor's office is learning to adjust on a lean budget since revenue generation and collection became a grave concern even before the beginning of fiscal year 2020 and then the abrupt breaking to a complete halt when the COVID-19 pandemic turned every economy upset down.

Employee Demographics

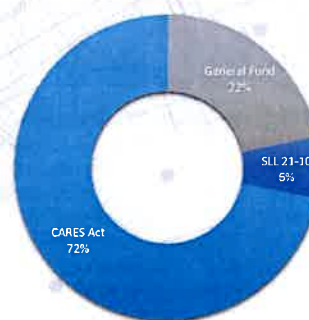


79% Male 21% Female



61% Operations 25% Admin 10% DCP 4% Street Addressing

FTE Funding Source



Office of the Mayor
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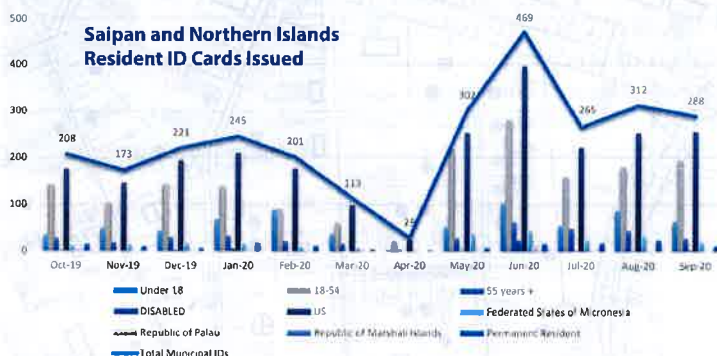


Our Progress

The mayor's office temporarily closed its offices to the public in response to the CNMI COVID-19 Emergency Directives in March 2020 and did not reopen until mid-May 2020. Despite the negative impact generated by the COVID-19 global pandemic, the mayor's office was able to resume its regular daily operations.

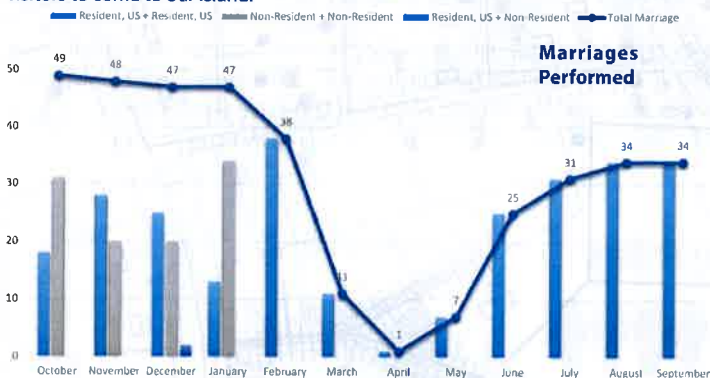
Saipan and Northern Islands Resident ID Cards

The resident identification card section received and processed 2,826 applications in Fiscal Year 2020. While the number of applications processed and cards issued in the first five months in the fiscal year were around the prior years' total, the numbers sharply dipped in March and April 2020. While in-person services were suspended, on April 27, the mayor's office began operating three days a week through online submission and a scheduled in-person curbside pick-up service. Through this service, 29 identification cards were processed in April and 43 in May.



Performed Marriages

The decline in visitor arrivals in fiscal year 2019 and extending throughout and ending in fiscal year 2020 have gravely lessened the number of marriage licenses granted by the mayor's office. Fiscal year 2020 saw a sharp dip in marriage applications in April and then gradually rise in the following months, with mostly citizens of the United States dominating the increase since suspension of flights, from our source markets, starting in February 2020 to present, made it impossible for visitors to come to our island.

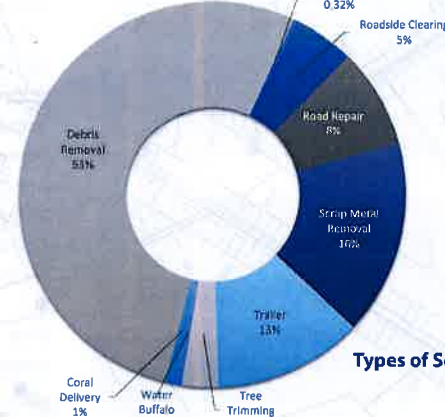


Saipan Street Naming and Addressing

A new division established in the mayor's office to implement the 2019 Saipan street naming and addressing master map began delivering in person designated street address numbers to homeowners and owners of commercial and non-commercial buildings. The implementation of the Saipan street naming and addressing master map kicked off on August 3, 2020, starting in southern Saipan, in Koblerville. After more than two and a half months of careful work, the division's two staff have delivered approximately 640 street address numbers to homeowners and building owners. The work of the division remain substantially large as the project area at this time is in the Chalan Kanoa area. The project will proceed north and then east in the coming months.

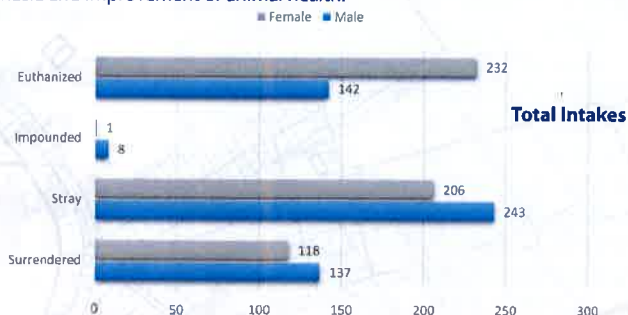
Field Operations

In fiscal year 2020, the number of requests logged in for a variety of assistance, e.g., clearing vegetation along roadsides, removal and disposal of abandoned junk cars, removal of assorted debris, tree pruning, road repair, earthmoving, etc. slightly exceeded the year prior. The negative effect of the across-the-board fiscal year 2020 budget cuts hindered our performance to some extent. The government shut down from March 2020 to May 2020 and the very painful termination of employees compounded the challenges that we had to overcome. The reduction of manpower and very limited resources pushed us to double our efforts in performing our statutory duties and responsibilities of keeping and maintaining our island safe and clean.



Dog Control Program

The Dog Control Program maintained operations with minimal kennels at a temporary animal shelter in As-Perdido as the program awaits the completion of the multifunctional animal shelter. The program processed 773 dog registrations and received 397 requests for other services. 713 intakes were recorded in fiscal year 2020, 255 of which were surrendered, 449 were strays and nine were impounded. The program continues to work with the CNMI State Veterinarian for humane euthanasia and improvement of animal health.



Student Exchange Program

Because of the travel restrictions imposed under the guidelines developed by the governor's COVID-19 task force, three incoming groups from Japan had canceled their plans to visit. As part of the planning to establish a sister city with Katori City, the mayor of Katori City was scheduled to visit the Island in June 2020 to sign the sister city agreement with the Saipan Mayor's Office, but this trip was also canceled in light of the travel restrictions. Despite the cancellation of the trips that were scheduled this year, the Student Exchange Program is continuing its communications with each group.



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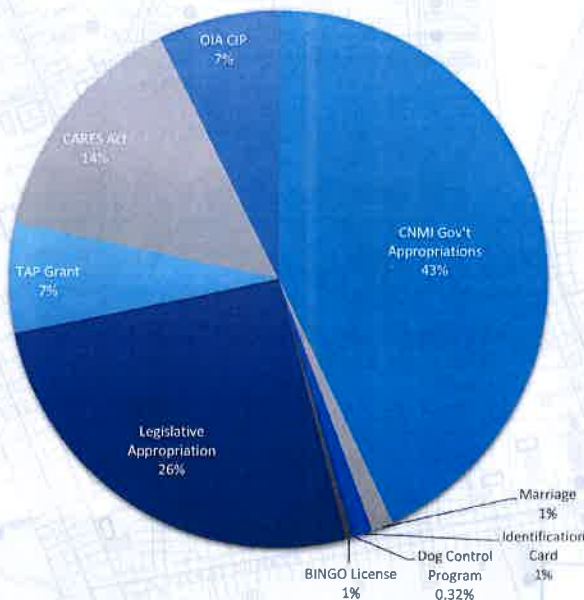
Our Finances

The implementation in mid-March 2020 of the mandatory 48.1635 percent across-the-board cut in the government's fiscal year 2020 budget severely impacted the operations of the Office of the Mayor of Saipan. Total reduction of its fiscal year 2020 budget amounted to \$1,397,209, leaving the office to operate on \$1,503,762. Details are shown below.

Appropriation Budget

Object Class	Public Law 21-16	48.16% Reduction	Revised Budget
Personnel	\$ 2,198,588	1,058,917	1,139,671
All-Others	\$ 647,383	311,802	335,581
Utilities	\$ 55,000	26,490	28,510
Total	\$ 2,900,971	1,397,209	1,503,762

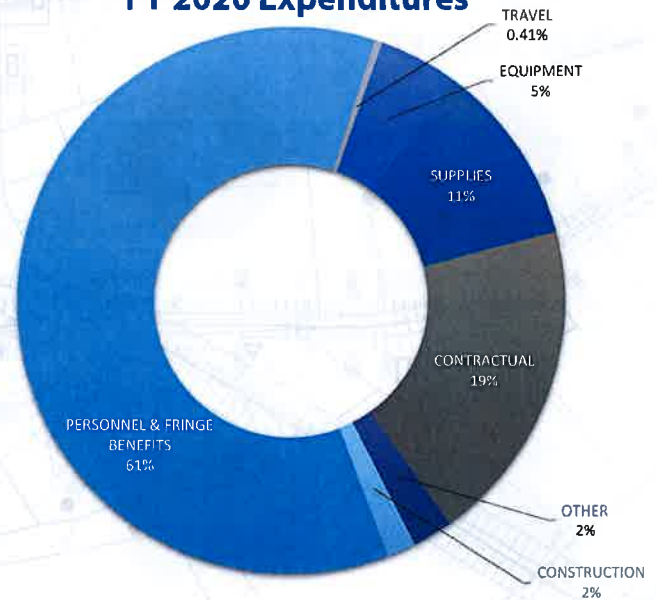
FY 2020 Revenues



Bingo (SLL 20-16)	\$ 12,800
Dog Control Program (SLL 9-12)	\$ 11,239
Identification Card (SLL 13-16)	\$ 33,245
Marriage (PL 20-53)	\$ 44,855
CARES Act	\$ 500,000
OIA CIP	\$ 254,913
OIA – TAP Grant	\$ 232,706
SNILD Appropriation	\$ 900,000

Total Revenues
\$3,493,520

FY 2020 Expenditures



PERSONNEL & FRINGE BENEFITS	\$1,656,189.00
TRAVEL	\$11,255.00
EQUIPMENT	\$126,704.00
SUPPLIES	\$296,228.00
CONTRACTUAL	\$523,898.00
OTHER	\$64,869.00
CONSTRUCTION	\$45,509.00

Total Expenditures
\$2,724,652

Funding source:
SLL Nos. 21-10 and 21-16.



Funding source:
SLL 13-16



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Looking Ahead

Challenges

We expect fiscal year 2021 to bring more challenges as long as COVID-19 continues to rear its head and threaten public health. The only real certainties we believe that will carry over from fiscal year 2019 to fiscal year 2020 is the declining government revenue generation and collections and a very slow-paced resumption of our island economy, in particular visitor arrivals and activities.

What's next?



The completion of the new multifunctional animal shelter.



Seek funding through grants for spay and neuter clinics.



Finalize the sister-city agreement with the Katori City mayor's office.



Create an informative booklet that covers the Japanese monuments and historical sites on Saipan.



Propose amendments to increase fees for marriages performed outside the vicinity of the mayor's office.



Promulgate regulations to assess fees for earthmoving, removal of scrap metal and junk cars (excepting indigent residents from any assessment), etc.



Develop a village demarcation map that will identify with accuracy the boundaries separating abutting villages. This project is a component of our ongoing Saipan street naming and addressing project.



Propose amendments to our enabling legislation to expand our responsibilities to include controlling street parking in the villages. Any fees we might generate from regulating street parking would go into paying our expenses to maintain our villages and keep roadsides clean and clear of vegetation.



Coordinate with other government agencies to identify public rights-of-way that we are deemed responsible for their regular maintenance.



Propose amendments to increase fees for the Saipan and Northern Islands Resident Identification Cards.



We want to hear from you!

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



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