

Re: Messages & Communications Doc. No. 38GL-25-0548 through 0562.

From: Guam Legislature Clerks <clerks@guamlegislature.gov>
 Date: Thu 5/1/2025 3:11 PM
 To: committeeonrules@guamlegislature.gov <committeeonrules@guamlegislature.gov>

Håfa Adai,
 Received, and thank you.



Elijah Untalan
Clerks Office

I Mina'trentai Ocho na Liheslaturan Guåhan

Guam Congress Building, 163 Chalan Santo Papa, Hagåtña, Guam 96910

Voice: (671) 472-3465/3460 Fax: (671) 472-3524

[guamlegislature.gov](mailto:clerks@guamlegislature.gov)

This message contains information which is confidential and privileged. Unless you are the intended recipient (or authorized to receive for the intended recipient), any unauthorized review, use, disclosure or distribution is strictly prohibited. If you have received this message in error, please contact the sender at clerks@guamlegislature.gov and destroy all copies of the message.

Thank you

From: committeeonrules@guamlegislature.gov <committeeonrules@guamlegislature.gov>
 Sent: Thursday, May 1, 2025 2:37 PM
 To: clerks@guamlegislature.gov <clerks@guamlegislature.gov>
 Cc: 'Speaker Frank Blas Jr.' <speakerblas@guamlegislature.gov>
 Subject: Messages & Communications Doc. No. 38GL-25-0548 through 0562.

Håfa Adai Clerk's Office,

Please see attached, **Messages & Communications Doc. No. 38GL-25-0548 through 0562** for processing:

✓	38GL-25-0548	Guam Solid Waste Authority	FY2025 2nd Quarter Board of Directors Attendance Report*
✓	38GL-25-0549	Guam Behavioral Health and Wellness Center	Acting Director Designation of James Cooper-Nurse for the Guam Behavioral Health and Wellness Center from 10:00 a.m. April 29, 2025 to 11:00 p.m. May 6, 2025*
✓	38GL-25-0550	Department of Public Health and Social Services	Emergency Medical Services Commission for Children Advisory Board Meeting Packet for March 27, 2025, and reconvened on April 24, 2025 at 10:00 a.m.*
✓	38GL-25-0551	Guam Housing Corporation	Board Meeting Packet for April 25, 2025*
✓	38GL-25-0552	Department of Administration	Monthly Cash Balance Report and Bond Fund Balance Report for the month of March 2025*
✓	38GL-25-0553	Contractors License Board	Prior Years Obligation to pay Greenhill Incorporation dba: American Bakery in the total amount of \$229.30*
✓	38GL-25-0554	Office of Technology - Government of Guam	Prior Years Obligation to pay Petty Cash Replenishment in the total amount of \$300.10*
✓	38GL-25-0555	Guam Solid Waste Authority	Board Meeting Packet for April 24, 2025.*
✓	38GL-25-0556	Judiciary of Guam	FY2025 2nd Quarter Judicial Building Revenues and Expenditures Report, Staffing Pattern, and Travel Quarterly Report*
✓	38GL-25-0557	Guam Police Department	FY2025 2nd Quarter Travel Report ending March 31, 2025*
✓	38GL-25-0558	Guam Land Use Commission	Zone Change Application No. 2023-39 for VG Gozum Construction, LLC from A (Agricultural/Rural) zone to R-2 (Multi-Family Dwelling) zone*
✓	38GL-25-0559	Guam Land Use Commission	Board Meeting Packet for March 13, 2025*
✓	38GL-25-0560	Guam Police Department	FY2025 2nd Quarter Report ending March 31, 2025 Re: Filling the Position of a Police Officer Psychologist.
✓	38GL-25-0561	Consolidated Commission on Utilities	Board Books file for Guam Waterworks Authority Work Session Packet for April 15, 2025; Board Books file for Guam Power Authority Work Session Packet for April 17, 2025; and Board Books file for Consolidated Commission on Utilities Regular Board Meeting Packet for April 22, 2025.*
✓	38GL-25-0562	A.B. Won Pat International Airport Authority	Statement of Revenues and Expenses- March 2025*

Please retrieve Doc. No. 38GL-25-0556 through 0562 from link below:

[Messages & Communications Physical Scanned Copy - Google Drive](#)

Kindly reply to this email.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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Messages and Communications for 38GL-25-0555*

2 messages

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Wed, Apr 30, 2025 at 12:51 PM

To: committeeonrules@guamlegislature.gov, Sabrina Salas Matanane <office.senatorbri@guamlegislature.gov>

Hafa Adái,

Please see attached M&C Doc. No. 38GL-25-0555

38GL-25-0555	Guam Solid Waste Authority	Board Meeting Packet for April 24, 2025.*
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Si Yu'os Ma'àse'

Bernice Rivera

Administrative Assistant



Office of Speaker Frank F. Blas, Jr.

I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

speakerblas@guamlegislature.gov

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----- Forwarded message -----

From: **Antoinette Martinez** <antoinette.martinez@gsa.guam.gov>

Date: Tue, Apr 29, 2025 at 11:38 AM

Subject: GSWA BOD MEETING PACKET SUBMISSION - APRIL 24, 2025

To: <speakerblas@guamlegislature.gov>

Cc: Keilani Mesa <keilani.mesa@gsa.guam.gov>, Alicia Fejeran <alicia.fejeran@gsa.guam.gov>, Irvin Slike <irvin.slike@gsa.guam.gov>

Hafa Adai,

Attached is the submission for the GSWA Board of Directors meeting held on April 24, 2025.

Packet Documents:

- BOD Meeting Agenda
- Proof of Publication 1st & 2nd Notice
- Approved Meeting Minutes - 3/27/2025
- GBB Receiver's Presentation
- Management Operational Report
- Management Financial Report
- FY 2026 Budget Presentation
- Memorandum and Job Announcement for the Recruitment of Assistant Comptroller

If you have any questions, please let me know. Thank you!



Respectfully,

Antoinette Martinez

Administration Department

GUAM SOLID WASTE AUTHORITY


546 N. Marine Corps Dr. Tamuning, Guam 96913

T: 671-646-3111 F: 671-649-3777 W: www.gswa.guam.gov

2 attachments

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

 **GSWA BOD MEETING PACKET 04-24-2025_FINAL.pdf**
3976K

 **38GL-25-0555.pdf**
1127K

committeeonrules@guamlegislature.gov <committeeonrules@guamlegislature.gov>
To: "Speaker Frank Blas Jr." <speakerblas@guamlegislature.gov>

Wed, Apr 30, 2025 at 2:31 PM

Håfa Adai!

Received and thank you.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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From: Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Sent: Wednesday, April 30, 2025 12:51 PM

To: committeeonrules@guamlegislature.gov; Sabrina Salas Matanane <office.senatorbri@guamlegislature.gov>

Subject: Messages and Communications for 38GL-25-0555*

Hafa Adai,

Please see attached M&C Doc. No. 38GL-25-0555

38GL-25-0555	Guam Solid Waste Authority	Board Meeting Packet for April 24, 2025.*
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Si Yu'os Ma'åse'

Bernice Rivera

Administrative Assistant

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Office of Speaker Frank F. Blas, Jr.

I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

speakerblas@guamlegislature.gov

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Date: Tue, Apr 29, 2025 at 11:38 AM

Subject: GSWA BOD MEETING PACKET SUBMISSION - APRIL 24, 2025

To: <speakerblas@guamlegislature.gov>

Cc: Keilani Mesa <keilani.mesa@gsa.guam.gov>, Alicia Fejeran <alicia.fejeran@gsa.guam.gov>, Irvin Slike <irvin.slike@gsa.guam.gov>

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- **Proof of Publication 1st & 2nd Notice**
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- **GBB Receiver's Presentation**
- **Management Operational Report**
- **Management Financial Report**
- **FY 2026 Budget Presentation**
- **Memorandum and Job Announcement for the Recruitment of Assistant Comptroller**

If you have any questions, please let me know. Thank you!

Respectfully,

Antoinette Martinez

Administration Department

GUAM SOLID WASTE AUTHORITY

546 N. Marine Corps Dr. Tamuning, Guam 96913

T: 671-646-3111 F: 671-649-3777 W: www.gswa.guam.gov



Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

GSWA BOD MEETING PACKET SUBMISSION - APRIL 24, 2025

2 messages

Antoinette Martinez <antoinette.martinez@gsua.guam.gov>

Tue, Apr 29, 2025 at 11:38 AM

To: speakerblas@guamlegislature.gov

Cc: Keilani Mesa <keilani.mesa@gsua.guam.gov>, Alicia Fejeran <alicia.fejeran@gsua.guam.gov>, Irvin Slike <irvin.slike@gsua.guam.gov>

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Respectfully,
Antoinette Martinez
Administration Department
GUAM SOLID WASTE AUTHORITY
546 N. Marine Corps Dr. Tamuning, Guam 96913
T: 671-646-3111 F: 671-649-3777 W: www.gswa.guam.gov

Doc Type: 38GL-25-0555
OFFICE OF THE SPEAKER
FRANK F. BLAS, JR.
Apr. 29, 2025
Time: 11:38 AM
Received:

GSWA BOD MEETING PACKET 04-24-2025_FINAL.pdf
3976K

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Tue, Apr 29, 2025 at 12:16 PM

To: Antoinette Martinez <antoinette.martinez@gsua.guam.gov>

Cc: Keilani Mesa <keilani.mesa@gsua.guam.gov>, Alicia Fejeran <alicia.fejeran@gsua.guam.gov>, Irvin Slike <irvin.slike@gsua.guam.gov>

Hafa Adai,

Confirming receipt.

Si Yu'os Ma'åse'

Bernice Rivera

Administrative Assistant

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Office of Speaker Frank F. Blas, Jr.

I Mina'trentai Ocho na Liheslaturan Guahan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

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speakerblas@guamlegislature.gov

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[Quoted text hidden]



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS MEETING
AGENDA**

Thursday, April 24, 2025 1:00p.m.
VIA VIDEO CONFERENCE

- I. CALL TO ORDER
- II. ROLL CALL
- III. DETERMINATION OF PROOF OF PUBLICATION
- IV. APPROVAL OF AGENDA ITEMS
- V. APPROVAL OF MINUTES
- VI. REPORTS
 - a. RECEIVER REPORTS
 - i. RECEIVERSHIP UPDATE
 - ii. TRANSITION PLAN UPDATE
 - b. MANAGEMENT REPORTS
 - i. OPERATIONAL UPDATE
 - ii. FINANCIAL REPORT
 - a) FY 2026 BUDGET
 - c. LEGAL COUNSEL'S REPORT
 - d. COMMITTEE REPORTS
- VII. UNFINISHED BUSINESS
 - a. RATE CASE WITH PUBLIC UTILITIES COMMISSION
 - b. ISLAND WIDE TRASH COLLECTION INITIATIVE
 - i. PROPOSED BILL
 - c. LAYON CELLS 1 AND 2 CLOSURE
- VIII. NEW BUSINESS
 - a. SUCCESSION PLANNING
- IX. COMMUNICATIONS AND CORRESPONDENCE
- X. PUBLIC FORUM – MEMBERS OF THE PUBLIC TO CONTACT GSWA TO BE PLACED ON THE AGENDA IF THEY WISH TO ADDRESS THE BOARD.
- XI. NEXT MEETING
- XII. ADJOURN



38GL-25-0555
Messages and Communications

RECEIVED
COMMITTEE ON RULES
April 30, 2025
12:51 p.m.

Marie Crisostomo

Guam Solid Waste Authority Board of Directors Meeting

Thursday, April 24, 2025 – 1:00 PM (ChST)

Join Zoom Meeting

Link: <https://zoom.us/j/9140408814?pwd=TjZ3U0dHSVd0ajlKRjBhcWFrc1ZYZZ09>

Meeting ID: 914 040 8814

Passcode: 777546

THE GUAM SOLID WASTE AUTHORITY BOARD OF DIRECTORS WILL HAVE A REGULAR BOARD MEETING APRIL 24, 2025 AT 1:00 PM. THE MEETING WILL BE CONDUCTED VIA ZOOM.

I. CALL TO ORDER II. ROLL CALL III. DETERMINATION OF PROOF OF PUBLICATION IV. APPROVAL OF AGENDA ITEMS V. APPROVAL OF MINUTES VI. REPORTS A. RECEIVER REPORTS I. RECEIVERSHIP UPDATE II. TRANSITION PLAN UPDATE B. MANAGEMENT REPORTS I. OPERATIONAL UPDATE II. FINANCIAL REPORT A) FY 2026 BUDGET C. LEGAL COUNSEL'S REPORT D. COMMITTEE REPORTS VII. UNFINISHED BUSINESS A. RATE CASE WITH PUBLIC UTILITIES COMMISSION B. ISLAND WIDE TRASH COLLECTION INITIATIVE I. PROPOSED BILL C. LAYON CELLS 1 AND 2 CLOSURE VIII. NEW BUSINESS A. SUCCESSION PLANNING IX. COMMUNICATIONS AND CORRESPONDENCE X. PUBLIC FORUM – MEMBERS OF THE PUBLIC TO CONTACT GSWA TO BE PLACED ON THE AGENDA IF THEY WISH TO ADDRESS THE BOARD. XI. NEXT MEETING XII. ADJOURN

Access live stream of the meeting on GSWA website: <https://www.gswa.guam.gov/>

For more information, please contact GSWA Admin at keilani.mesa@gswa.guam.gov or 671-646-3215. Persons needing telecommunication device for the Hearing/Speech Impaired (TDD) may contact 671-646-3111. This advertisement was paid for by GSWA.

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

JOB OPENINGS

Carpenter, Cement Mason, Electrician,
Painter, Plumber, Structural Steel
Worker and Welders

Please Call: 671-482-8884

Taniguchi Ruth Makio Architects
is accepting applications for the following position:

ACCOUNTANT
Minimum 3-5 years experience.

REVIT OPERATOR
Minimum 3 years experience.

**ADMINISTRATIVE
TEAM MEMBER**
Experience in Accounting, MS Word,
Excel, MS Schedule and Adobe
Photoshop a plus.

Submit applications and resumes at
100 Cliff Business Center, Agaña Heights
Email to: arch@traguam.com
Telephone: 671.475.8772

HOUSE

CONSTRUCTION & EXTENSION
MAJOR AND MINOR RENOVATIONS

HOME REMODELING
DRIVEWAYS
PAINTING
FENCE BUILDING

FREE ESTIMATES

CONTRACTOR LICENSED
#CLB16-1239

CALL CHEN
671-685-5998

REQUEST FOR PROPOSALS
AIRPORT MICROGRID FEASIBILITY STUDY
RFP No. RFP-009-FY25

Deadline for Receipt of Written Questions
(Single Point of Contact):
04/18/2025, 5:00 p.m. (ChST)

Proposal Submission Deadline
(GSA Admin Office - 3rd floor):
05/08/2025, 4:00 p.m. (ChST)

For additional information, contact Ms. Kathrina Bayson, the Single Point of Contact,
via email at: glaarfp925@guamairport.net

The complete RFP packet and any addenda are available for public inspection at the GSA Administration Office and for download from GSA's website at www.guamairport.com. All prospective offerors must register by submitting to GSA the Acknowledgement of Receipt Form included as part of this RFP. GSA shall not be liable for failure to provide notice(s) or addenda to any prospective offeror who does not submit an Acknowledgement of Receipt Form. GSA reserves the right to reject any and all proposals or offers and to waive any and all informalities, and such rejection or waiver will be in GSA's best interest.

AG PAID FOR BY: ATURIDAT PUEYTON BATRON AREN ENTETIASIONAT GUAMAN

BERMAN LAW FIRM
Suite 503, Bank of Guam Bldg.
111 Chalan Santo Papa
Hagåtña, Guam 96910
Telephone No.: (671) 477-2778
Facsimile No.: (671) 477-4366
Attorneys for Petitioner:
MICHAEL J. BERMAN

IN THE SUPERIOR COURT OF GUAM
ANCILLARY PROBATE PROCEEDING, WILLS
OF MARGARITA A. BOMENTRE AND FRANK P.
BOMENTRE, JR., Domiciliaries of the State
of California,
Deceased,

PROBATE CASE NO. PR0031-25
NOTICE OF HEARING ON PETITION FOR
ANCILLARY PROBATE ADMINISTRATION

NOTICE IS HEREBY GIVEN that MICHAEL J. BERMAN has filed herein his petition praying for an Ancillary Probate of the Estates of Margarita A. Bomentre and Frank P. Bomentre, Jr., and appointment of Administrator upon the Estates of Margarita A. Bomentre and Frank P. Bomentre, Jr., deceased, and that on APR 30 2025 at the hour of 2:30 a.m., of said day in the Courtroom of the Superior Court of Guam, Hagåtña, has been set for hearing of said Petition and all persons interested are hereby notified to appear at the time and place set for said hearing and show cause, if any they have, why the Petition should not be granted.

Reference is hereby made to the said Petition for further particulars.

Dated: MAR 06 2025

JANICE M. CAMACHO-PEREZ, ESQ.
CLERK OF COURT, SUPERIOR COURT OF GUAM
/s/ Pauline I. Untalan
Chamber/Courtroom Clerk

You may appear in person at the Courtroom of the Honorable Dona A. Gutierrez, 120 W. O'Brien Drive, Hagåtña, Guam or you may participate via Zoom by logging onto <https://guamcourts-009.zoom.us> and enter Meeting ID: 839 7674 0380 and Passcode: 189701. For technical assistance, please call (671) 475-3207 five (5) minutes prior to the designated hearing time.

Douglas B. Moylan
Attorney General of Guam
Office of the Attorney General
Family Division
590 S. Marine Corps Drive, ITC Bldg., Ste. 706
Tamuning, Guam 96913 • USA
(671) 475-2595 • (671) 475-3343 (fax)
familydivision@oagguam.org
Attorneys for the People of Guam

IN THE SUPERIOR COURT OF GUAM

IN THE INTEREST OF:

L.T.L. (DOB: 02/26/2009),

K.H.N. (DOB: 02/29/2016),

Minors.

JUVENILE CASE NO. JP0028-24

Summons

To: ROWENANGIRANGAS, Natural Mother
Unknown Address

You are hereby summoned to appear via zoom before the **HONORABLE LINDA L. INGLES**, at the Judiciary of Guam, Superior Court of Guam, 120 West O' Brien Drive, Hagåtña, Guam, for a court hearing on:

THURSDAY, APRIL 24, 2025 AT 4:30 P.M.

Zoom Meeting ID: 716 711 9213 / Password: 76504
"YOUR PARENTAL AND CUSTODIAL DUTIES AND RIGHTS CONCERNING THE CHILDREN WHO ARE THE SUBJECT OF THE ABOVE MAY BE TERMINATED BY AWARD OF PERMANENT CUSTODY IF YOU FAIL TO APPEAR ON THE DATE THAT IS SET FORTH IN THIS SUMMONS." YOU MAY BE HELD IN CONTEMPT IF YOU FAIL TO APPEAR ON THE DATE SET FORTH IN THIS SUMMONS.

Dated: FEB 19 2025

CLERK, SUPERIOR COURT OF GUAM

By: /s/ Nikole L.B. McDonald
Deputy Clerk

GUAM
board of accountancy

Notice of Meeting

The Guam Board of Accountancy will hold its monthly Board meeting on Thursday, April 24, 2025, at 4:00 p.m. This meeting is open to the public via Zoom Video Conference. Anyone desiring to join the virtual meeting may enter the following link in a browser:

Meeting URL:
Join Zoom Meeting
<https://us06web.zoom.us/j/81996893583?pwd=svSePxytO5CO94WKatRWXEdJdxLQ5.1>
Meeting ID: 819 9689 3583 • Passcode: qWKOPpcQ^#

Our YouTube livestreaming events link for all Regular Board Meetings is available on the Board's website at: <http://www.guamboa.org/policies/activities.htm>.

AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES - March 20, 2025
- III. OLD BUSINESS
 - Guam Accountancy Endowment Fund Update
 - Visiting Professor Update
- IV. NEW BUSINESS
 - A. Requests for Approval
- V. GENERAL DISCUSSION/ANNOUNCEMENTS
 - Peer Review Deficient Reports & Monitoring
 - Pathways and Mobility Legislation Update
 - FY2025 GBOAYTD Financial Summary
- VI. ADJOURNMENT

The names of applicants being considered are available on the Board's website at: <http://www.guamboa.org/policies/activities.htm>, along with other Board meeting materials. Detail materials will be available on the website one day before the meeting. Individuals requiring special accommodations or information may contact Ms. Anna Aflague at the Guam Board of Accountancy at 671-647-0813 FAX: 671-647-0816 or support@guamboa.org for assistance.

DEPARTMENT OF REVENUE AND TAXATION
REGULATORY DIVISION
GOVERNMENT OF GUAM

P.O. Box 23607 GME, Guam 96921 • Tel: 635-1840 Fax No.: 633-2643

BANKING AND INSURANCE BOARD MEETING
NOTICE OF REGULAR MEETING

Date and Time: Thursday, April 24, 2025 at 2:00p.m.
Zoom Virtual Conference: Meeting ID 893 4373 8079, Passcode 1846635

Zoom Link:
<https://us06web.zoom.us/j/89343738079?pwd=GWdOZlV0UeQrYaEEVeXzqFdyNRN7.1>

Facebook Live: Guam Department of Revenue & Taxation

AGENDA

1. Call to Order
2. Attendance - Roll Call
3. Approval of Meeting Minutes dated January 30, 2025
4. Old Business
 - a. Typhoon Mawar Claims
5. New Business
 - a. Insurance Testing at UOG
 - b. Draft Legislation for Prompt Payment
 - c. Bill 94-38 - Clarifies Selection of GovGuam Group Health Insurance Contract
6. Announcements/Open Discussion
 - a. Insurance Report for 2024 sent to Governor and Speaker
7. Schedule Next Meeting - Thursday, July 24, 2025 at 2:00pm
8. Adjournment

/s/ MICHELLE B. SANTOS
Banking and Insurance Commissioner

This ad is paid with government funds by the Department of Revenue and Taxation,
Office of the Director.

*For more information, call (671) 635-1846 / 7664 / 1845 / 1844

GSWA

Guam Solid Waste Authority Board of Directors Meeting
Thursday, April 24, 2025 - 1:00 PM (ChST)
Join Zoom Meeting

Link: <https://zoom.us/j/9140408814?pwd=TJZ3U0dHSVd0ajIKRjBhcWFrc1ZYZz09>
Meeting ID: 914 040 8814 Passcode: 777546

THE GUAM SOLID WASTE AUTHORITY BOARD OF DIRECTORS WILL HAVE A REGULAR BOARD MEETING APRIL 24, 2025 AT 1:00 PM. THE MEETING WILL BE CONDUCTED VIA ZOOM.

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**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
Thursday, March 27, 2025
Via Video Conference**

I. Call to Order

Chairman Gayle called the meeting to order for the Guam Solid Waste Authority (GSWA) Board of Directors' meeting at 1:05pm.

II. Roll Call

Board Members:

Andrew Gayle	Chairman
Minakshi Hemlani	Vice Chair
Peggy Denney	Secretary
Cora Montellano	Member
Jim Oehlerking	Member

Management & Staff:

Irvin Slike	General Manager
Kathrine Kakigi	Comptroller
Alicia Fejeran	Chief of Administration
Antoinette Martinez	Administrative Assistant
Keilani Mesa	Administrative Officer
Shannon Taitano	GSWA Legal Counsel

Guests:

Harvey Gershman	GBB Federal Receiver Representative
Christopher Lund	GBB Federal Receiver Representative
Steven Schilling	GBB Federal Receiver Representative
Joyce Tang	Attorney for GBB Federal Receiver
Bart Cruz	Member of the Public
Vincent Leon Guerrero	Member of the Public
John O'Connor	Guam Daily Post
Jay Matthew Strader	Office of the Attorney General

III. Determination of Proof of Publication

1st Publication with Guam Daily Post, Thursday, March 20, 2025
2nd Publication with Guam Daily Post, Tuesday, March 25, 2025



IV. Approval of Agenda Items

Chairman Gayle proposed approving the agenda items. Vice Chair Minakshi Hemlani made a motion to approve the agenda. Secretary Denney seconded the motion, which passed unanimously.

V. Approval of Minutes

Secretary Denney addressed that the meeting minutes for the February 20, 2025 Board meeting was identified as “Agenda” and needed to be corrected to indicate “Minutes”. Administrative Officer Keilani Mesa confirmed that this was indeed an error and will be corrected. Secretary Denney made a motion to approve the minutes of the February 20, 2025, subject to the change stated. Vice Chair Hemlani seconded the motion, and it passed unanimously.

VI. Reports

a. Ordot Post Closure Plan Update

i. Federal Receivership Updates / Information

Receiver Representative Harvey Gershman reviewed the items the Receiver had prepared to address, which included updates on Leachate Flow, the Guam Waterworks Authority (GWA) Claim, the status of the Post-Closure Accounts, the Transition Plan, Termination of Receivership, and lastly, information from the US EPA regarding the Ordot Dump on their superfund website.

Receiver Representative Schilling briefly reported on the leachate volumes from January and February 2025. He noted they have decreased significantly and are returning to volumes that were recorded in 2016 and 2017. He added that the Receiver is still working with GWA to correct the meter issue that occurred in January. Lastly, he reported GWA billed \$18,300.00 for leachate treatment in February.

Receiver Attorney Tang reported on the GWA Claim, sharing the timeline of what has transpired between GWA, GSWA and the Receiver since settlement discussions commenced. She reported that currently GWA has yet to reply to GSWA’s response submitted on March 18, 2025 by the Receiver. Meanwhile, litigation in the Superior Court is ongoing. Attorney Tang stated that the next court hearing is scheduled for April 15, 2025 and she will provide an update about that at the next Board meeting. Additionally, she shared that the Receiver has terminated the confidentiality agreement with GWA. She stated that GSWA is still in compliance with Guam Rules of Evidence 408 as it covers mediation and privilege. She shared that although GWA initially wanted the confidentiality agreement, it was not beneficial to GSWA or the Receiver due to limited reporting to the Board and the court. Chairman Gayle asked for confirmation from Attorney Tang that in her communications with GWA counsel,



GSWA was still interested in discussions. Attorney Tang confirmed she has communicated that.

Receiver Representative Gershman reported on the status of the Post-Closure Accounts. The Receiver made one payment to GWA for the leachate treatment in February out of the checkbook account. He stated that the other two investment accounts have increased due to interest, now totaling an estimate of \$38.9M for all three accounts.

Receiver Representative Gershman proceeded to report on the two remaining requirements to fulfill the Consent Decree from the court. First, is the Guam EPA portion of the SEP Completion Report to be accepted by the US EPA. He shared there is some progress with this requirement, but is uncertain of a completion date. The last requirement is for the Receiver to file a Cessation Certification. Currently, the Receiver has assigned Brown and Caldwell to prepare responses to the US EPA's recent comments on the seeps and leachate reports requesting for more data, noting that it is not required under the Consent Decree. Depending on their response, the Receiver will decide on submitting a Cessation Certification afterward.

Receiver Representative Gershman reported on the transition of responsibilities for Ordot Dump from the Receiver to GSWA. The Receiver assigned Brown and Caldwell to prepare necessary material and information for GSWA to assist with this transition. Lastly, he reported the next court hearing is scheduled for May 7, 2025 at 9:00am.

b. Management Reports

i. Operational Update

General Manager Slike (GM Slike) reported on the EA contract, confirming that it meets the conditions of the court order and has been submitted to the Public Utilities Commission for approval. He shared that he, along with GSWA Attorney Shannon Taitano, will attend the PUC hearing scheduled for later that night. Secretary Denney inquired as to what issues will be addressed at the PUC hearing. GM Slike replied that the EA contract requires PUC approval due to the amount of the contract exceeding 750K.

GM Slike presented a video of GSWA staff who received training in early March on how to utilize the car crusher. He stated that equipment will be used to flatten cars and white goods, and is working with DPW, GPD, and other agencies to tackle Guam's abandoned cars, particularly those over the northern aquifer that are affecting the quality of Guam's drinking water. GM Slike presented estimated prices



for disposal from off-island companies, noting there are options to ship cars either flattened, or “as is.” The cars shipped “as is” will have a higher price per metric ton.

GM Slike reported on the Bulky Waste Collection Program, and is hoping to launch mid to late April 2025. He stated this program will allow for residential customers to self-haul their bulk items to the transfer stations, which will alleviate the backlog GSWA currently has for curbside pick-up of these items. This program will also extend to non-customers for a fee. GM Slike reported that GSWA has eight functioning refuse trucks, with three trucks down awaiting repairs.

Chief of Administration Fejeran reported on the Customer Service Performance Indicators, stating that the main reasons for incoming calls were billing inquiries and bulky waste appointments. She hopes that with the Bulky Waste Collection Program, incoming calls will decrease.

Financial Update

GM Slike reported on February’s revenue, and stated that it has decreased slightly, possibly due to February being one business day shorter. He stated that the Dededo Soil Project may resume on April 28, 2025, and could lead to revenue windfall.

Comptroller Kakigi reported on GSWA’S Operations Fund, noting that a payment to GSWA was made in full in the amount of \$854K for soil disposal, increasing the cash balance. Additionally, she stated that GSWA is pending a FEMA receivable, which is in the final stages of validation for the estimated amount of \$600K. Member Montellano inquired on the progress of GSWA’s audit and if it was wrapping up. Comptroller Kakigi mentioned the audit is delayed, but hopes to provide an update by April’s Board meeting.

c. Legal Counsel’s Report

Attorney Taitano stated that she and GM Slike will be appearing before the Public Utilities Commission for the approval of the EA contract on March 27, 2025. She reported that the Office of the Attorney General did provide their opinion noting that the EA contract complies with Guam Law.

d. Committee Reports

None.

VII. Unfinished Business

a. Rate Case with Public Utilities Commission



GM Slike stated that the package for the PUC was prepared for their April meeting. He reported that by January 2026, GSWA's rates should increase by \$5.00. He stated that depending on the outcome of the Island Wide Collection Initiative, rates may decrease. Secretary Denney inquired if GSWA had enough baby packers to access the smaller areas on the island when the island wide trash collection commences. GM Slike informed the Board that two more baby packers were purchased with ARPA funds and are expected to be delivered in June or July 2025. He also reiterated the concept of piggybacking, noting that the amount of waste currently being hauled to the landfill will essentially stay about the same when the Island Wide Trash Collection initiative launches. Member Oehlerking also inquired if GSWA will have sufficient staff and trucks for this initiative, to which GM Slike replied that he believes so.

b. Island Wide Trash Collection Initiative

i. Proposed Bill

GM Slike reported on his attendance at the March 20, 2025 public hearing for Bill 30-38. He testified in support but raised a concern about the bill's proposal for GSWA to establish a lifeline program, emphasizing that its funding should not come from ratepayers. Instead, he recommended exploring other funding sources such as existing funds or the Emergency Rental Assistance Program.

He also shared that, according to GSWA's rate model consultants, reaching 41,000 residential customers could allow for a \$22/month residential rate. To support this expansion, GSWA would require \$4 million to purchase additional trash carts. GM Slike proposed using the Recycling and Post-Closure funds for this purchase, with plans to later replenish the Post-Closure fund.

Lastly, he noted that he will provide a detailed update at the next Board meeting regarding the repossession process for customers in arrears or out of compliance.

a. Layon Cells 1 and 2 Closure

GM Slike reported that once the EA contract is finalized, the engineering work will begin to start the closure of Cells 1 and 2.

VIII. New Business

a. Succession Planning

GM Slike reported that GSWA is working on the recruitment of an Assistant Comptroller, for which the classification of the position needs to be finalized. Chairman Gayle reminded the BOD that in addition to this position, the recruitment of an Assistant



General Manager has been ongoing. Member Oehlerking sought clarification on whether these positions are to be included in the FY 2026 budget, to which Chairman Gayle confirmed that they are. Attorney Taitano added that based on her review, the Assistant Comptroller may be announced as an “unclassified” position.

IX. Communications and Correspondence

None.

X. Public Forum

a. Bart Cruz – Recycle Service

Mr. Cruz provided a summary of his experience with the recycling service from 2022 to the present. He reported that in 2022, only about 50% of his recyclables were collected, often requiring him to remind GSWA every other week to ensure pickups were made. In 2023, service improved significantly, but collection rates declined again following Typhoon Mawar. Mr. Cruz addressed the Board to raise awareness, propose solutions, and advocate for improved GSWA processes to ensure more consistent and timely collection. General Manager Slike apologized for the inconvenience Mr. Cruz experienced and acknowledged that the issues are often due to disconnects between GSWA’s system and the drivers on route. He assured Mr. Cruz that efforts are underway to improve the situation. Chairman Gayle requested that GM Slike provide an update at the next Board meeting on the Alpine system and how it is being utilized by drivers. Chairman Gayle concluded by thanking Mr. Cruz for his feedback, noting that such input is essential for streamlining internal processes.

XI. Next Meeting

The next Board meeting is scheduled to be held on April 24, 2025 at 1:00pm via video conference.

XII. Adjourn

A motion to adjourn the GSWA Board of Directors meeting was made by Secretary Denney and seconded by Member Montellano. The motion passed unanimously. The meeting was adjourned at 2:40pm.



Guam SOLID WASTE RECEIVER



Briefing for the GSWA Board



April 24, 2025
1:00 PM ChST





Guam SOLID WASTE RECEIVER



Topics

1. Leachate Flow Update
2. GWA Claim Update
3. Post-Closure Accounts Update
4. Transition Plan and Termination of Receivership
5. Ordot Dump Costs Review



Ordot Dump, Ordot, Guam
Source: Google Maps



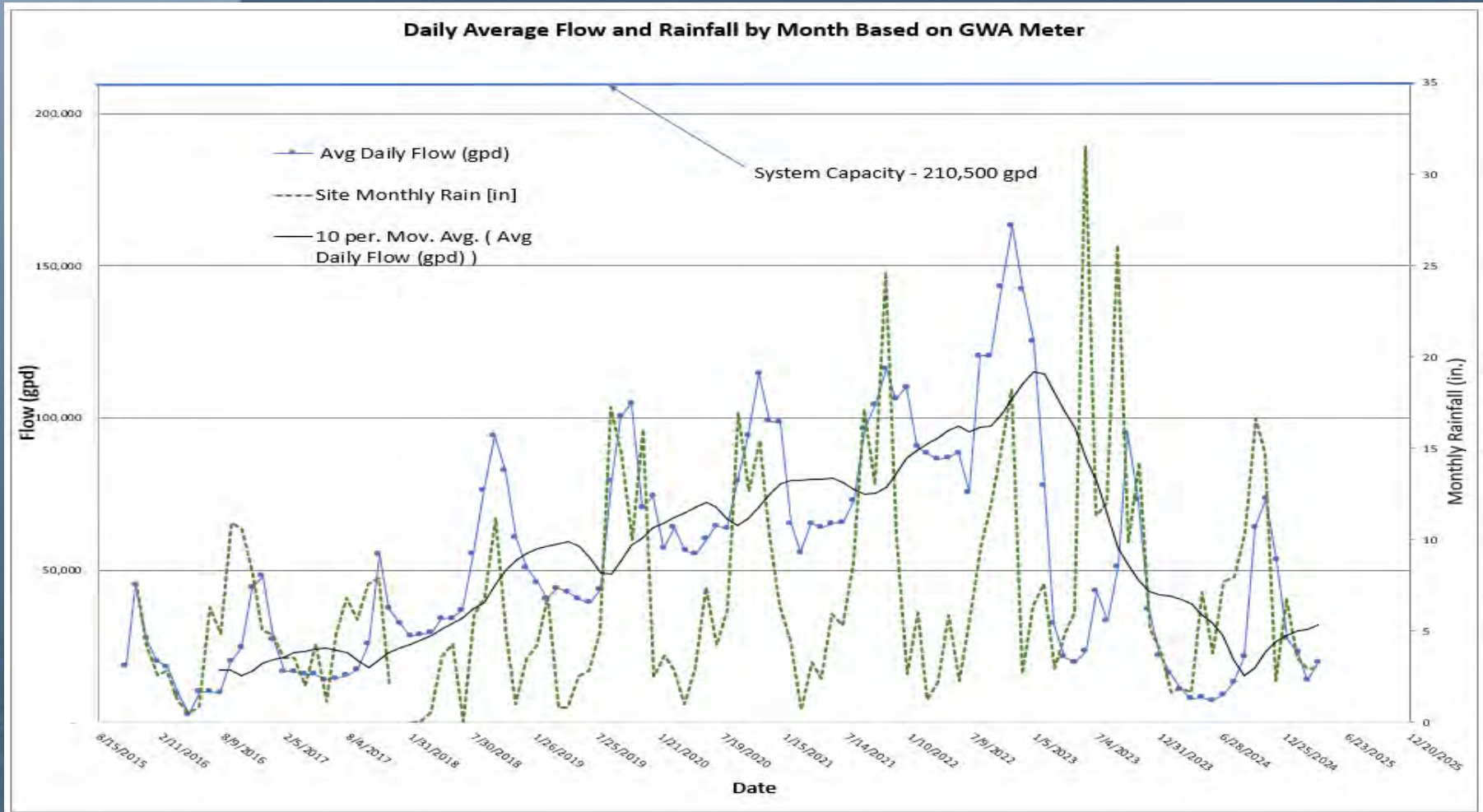


Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

Guam SOLID WASTE RECEIVER



1. Leachate Flow Update (March '25)





Guam SOLID WASTE RECEIVER



1. Leachate Flow Update (cont'd)

2024 leachate flows closer to those levels experienced in 2016 and 2017 now that GWA Dero Road leaks no longer impact the Ordot Dump Facility

Year	Leachate (Gallons)
2016	7,397,019
2017	8,518,884
2018	18,658,285
2019	23,952,805
2020	27,748,045
2021	30,040,379
2022 (GWA leaks repaired in December)	40,976,930
2023	15,870,700
2024	9,473,154
2025 (thru March)	1,684,464 (estimated)





Guam SOLID WASTE RECEIVER



1. Leachate Flow Update (cont'd)

GWA Leachate Treated and Charges

Year	Gallons	Cost \$
2022	40,976,930	\$1,126,653.88
2023	15,870,700	\$ 358,176.30
2024	9,473,154	\$ 152,382.65
2025 (March)	1,684,464*	\$27,642*

* Estimated



Guam SOLID WASTE RECEIVER



2. GWA Claim Update

- 12/23/24 - Court Order Receiver to take the lead in negotiations (ECF 2145)
- Conferred with Andrew Gayle and Irv Slike regarding offers and counteroffers
 - 1/15/25 - Receiver, GWA, GSWA Chairman commenced settlement discussions
 - 1/15/25 - Receiver made a counter-offer to GWA
 - 2/14/25 - GWA responded to 1/15/25 Receiver Counteroffer
 - 3/18/25 - Receiver responded to GWA 2/14/2025 response





Guam SOLID WASTE RECEIVER



3. Post-Closure Funds Status

Bank of Guam Account	Balances As of February 28, 2025	Balances As of March 31, 2025
TDOA Treasurer [REDACTED]	\$ 277,524.28	\$ 777,543.27
Investment [REDACTED]	\$ 5,709,194.20	\$ 5,231,294.61
RCRA Trust [REDACTED]	\$ 32,991,667.50	\$ 33,109,807.88
Total	\$ 38,978,385.98	\$ 39,118,645.76





Guam SOLID WASTE RECEIVER



4. Transition Plan and Termination of Receivership

- **Remaining Consent Decree Requirements**
 - GEPA Portion of the SEP Completion Report accepted by US EPA for GovGuam portion to be exchanged for GSWA HHW Ops Costs
 - Receiver files Certification of Cessation of Discharges to US waters with US EPA
- **USEPA's recent comments asked for additional data and monitoring at Ordot Dump**
 - However, this additional monitoring is not specifically required by the Consent Decree, and may occur after issuance of Certification of Cessation





Guam SOLID WASTE RECEIVER



5. Ordot Dump Ops Costs Review

- There are several cost categories annually:
 - Annual Contract for Routine Work
 - Work Orders for Non-Routine Work
 - GWA Service Invoices
 - GPA Service Invoices
 - B&C Non-Routine Work: Non-Routine work is handled under the contract by Work Orders





Guam SOLID WASTE RECEIVER



5. Ordot Dump Ops Costs Review (cont'd)

- 2024 – 25 (May through April is a fiscal year)
 - Annual Contract: \$1,091,091.11
 - GWA Service - Annual Total
 - \$ 142,838.59(through 9 months)
 - \$ 240,572.39 (2023-2024)
 - GPA Service – Annual Total
 - \$ 22,720 (based on Nov. 23 – Sept 24 Invoices)
 - B&C Non-Routine Service Work Orders
 - Leachate and Seep – Phase II Additional : \$185,191
 - Operations Oversight Transition Receiver to GSWA : \$60,010
 - SWALE Repair
 - B&C Labor for Admin and Construction Mgmt: \$67,737
 - Construction Contract: \$ 416,008
 - SVE Well Install
 - B&C Labor for Design/Oversight and Admin: \$ 100,000 (approx. – TBF)
 - Drilling Contract: TBD





Guam SOLID WASTE RECEIVER



Si Yu'us Ma'ase



April 24, 2025 Operations Report

EA contract Approved at PUC hearing.

GSWA will pursue a Procurement of shipping and an on-island disposal of crushed cars through the use of small purchase bids. The total amount committed will be \$30,000 and initially paid for by excess revenues in the 2025 budget. GSWA is also investigating methods of reimbursement from the Recycling Fund.

Both methods of crushed car disposal have indicated rates of around \$400 to \$600 per vehicle. GSWA maintains that a procurement indicating total amount delivered and estimated delivery schedule would clarify to the potential markets a committed effort and probably a reduced unit cost per vehicle.

GSWA will begin a program to allow current residential customers the option of self hauling bulk items to any of the three TS in lieu of waiting for the curbside pick-up. This will begin mid May.

GSWA has nine functioning large refuse trucks.

PACKER TRUCKS IN OPERATION

6389, 6390, 6391, 6939, 6394, 5524, 5266, 7563, 7564

PACKER TRUCKS OFFLINE DUE TO REPAIRS

5269 REPAIRING DIPSTICK TUBE, HYDRAULIC TANK, HYDRAULIC LEAKS

7530 SPECIAL ORDER ON COOLING COMPONENTS WITH MIDPAC FAREAST

7531 @ MIDPAC FAREAST FOR WARRANTY (continued from last month)

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

PERFORMANCE INDICATORS						
RESIDENTIAL TRASH COLLECTION:	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	DIFFERENCE
NO. OF TRASH COLLECTIONS:	86,284	86,364	86,636	87,060	87,408	348
MISSED SERVICE:	263	296	440	308	360	52
CUSTOMER SERVICE:						
EMPLOYEE COUNT (PHONES):	2	2	2	2	2	-
EMPLOYEE COUNT (WALK IN):	2	2	2	2	2	-
EMPLOYEE COUNT (EMAILS & SUPERVISION):	1	1	1	1	1	-
TOTAL EMPLOYEE COUNT:	5	5	5	5	5	-
TOTAL WALK-INS:	670	921	1028	886	931	45
CALLS RECEIVED:	3,094	3,664	4,214	3,673	3,753	80
CALLS ANSWERED:	2,248	2,532	2,955	2,524	2,584	60
CALLS ABANDONED	844	1,103	1,221	1,149	1,169	20
ANSWER RATE:	73%	69%	70.10%	69.00%	69%	0%
AVERAGE WAIT TIME:	0:01:58	0:02:29	0:02:36	0:02:50	0:02:30	00:00:30
AVERAGE HANDLE TIME:	0:02:41	0:02:41	0:02:43	0:02:54	0:03:30	0:00:36
AVERAGE TIME TO ABANDONMENT:	0:01:44	0:02:56	0:03:19	0:03:37	0:04:30	0:00:53

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Guam Solid Waste Operations Fund
Operating Budget Revenues, Expenditures, Reserves
As of March 31, 2025

Unaudited	Annual Budget Operations	FY25 Budget (PL 37-125) Excess Revenues	Rate Increase	Budgeted Revenues	Total Budget	March Budget	March 2025	Variance	% Variance	YTD Budget	YTD	Variance	% Variance
Revenues:													
Commercial Fees (Large)	10,506,710	0	0	0	10,506,710	820,700	863,199	42,499	5%	5,171,403	5,236,122	64,719	1.3%
Others - Government/Commercial Fees	1,092,071	0	0	0	1,092,071	92,752	165,882	73,131	79%	544,539	1,723,532	1,178,993	217%
Residential Collection Fees, net 3% Bad Debt	7,848,739	0	0	0	7,848,739	654,062	658,618	4,556	0.7%	3,913,617	3,941,550	27,933	0.7%
Host Community Fees	300,000	0	0	0	300,000	31,267	31,267	0	0%	204,927	204,927	0	0%
Other Revenues	439,803	0	0	0	439,803	37,353	35,974	(1,380)	-4%	219,299	216,386	(2,913)	-1.3%
Reimbursements	0			0	0	0	0	0	n/a	0	53,250	53,250	n/a
Interest Income/Investment Earnings	25,000	0	0	0	25,000	2,123	4,892	2,768	130%	12,466	40,687	28,221	0%
Budgeted Add'l Revenues	0	2,121,131	0	0	0	0	0	0	n/a	0	0	0	n/a
Total revenues	20,212,323	2,121,131	0	0	20,212,323	1,638,257	1,759,831	121,574	7%	10,066,250	11,416,453	1,350,203	13%
Fund Balance Allocation	377,459	0	0	0	377,459	0	0	0	0%	0	0	0	0%
Transfer In - Recycling Revolving Fund	400,000			400,000	400,000	33,333	33,333	0	0%	200,000	200,000	0	0%
Total Revenues/Transfers In	20,989,782	2,121,131	0	0	20,989,785	1,671,590	1,793,164	121,574	7%	10,266,250	11,616,453	1,350,203	13%
Expenditures by Object:													
Salaries and wages	4,325,376			0	4,325,376	331,810	342,053	10,243	3.1%	2,050,110	2,023,198	(26,912)	-1%
Contractual services:													
Layon Operator	4,486,189	0	0	0	4,486,189	326,715	319,013	(7,702)	-2%	2,241,816	2,212,347	(29,468)	-1%
Layon Monitoring	644,000	0	0	0	644,000	53,667	41,058	(12,608)	-23%	322,000	262,176	(59,824)	-19%
Harmon Hauler Station Operations	4,052,676	0	0	0	4,052,676	321,989	299,632	(22,357)	-7%	1,946,704	1,947,070	365	0.0%
Ordot Postclosure care	0	0	0	0	0	0	0	0	0%	0	0	0	0%
Recycling Programs	615,512	0	0	0	615,512	51,293	60,991	9,698	19%	307,756	282,313	(25,443)	-8%
GEPA Appropriation	202,992	0	0	0	202,992	0	0	0	0%	0	0	0	0%
Temporary Employees	748,000	0	0	0	748,000	51,876	48,128	(3,748)	-7%	430,000	417,804	(12,196)	-3%
Vehicle Maintenance	303,570	0	0	0	303,570	25,298	12,443	(12,854)	-51%	151,785	121,736	(30,049)	-20%
PUC/Rate Study Consultant/Legal Expenses/C	320,879	0	0	0	320,879	8,333	5,000	(3,333)	-40%	160,440	133,400	(27,040)	-17%
Others	403,324	0	0	0	403,324	33,610	35,285	1,675	5%	201,662	230,753	29,091	14%
Total contractual services:	11,777,142	0	0	0	11,777,142	872,781	821,551	(51,231)	-6%	5,762,162	5,607,598	(154,564)	-2.7%
Receiver	0	0		0	0	0	53,581	53,581	n/a	0	584,721	584,721	n/a
Travel	24,575	0	0	0	24,575	0	0	0	0%	8,687	8,687	0	0%
Supplies	420,000	0	0	0	420,000	35,000	39,819	4,819	14%	210,000	287,836	77,836	37%
Vehicle Supplies	500,000	0	0	0	500,000	41,667	53,138	11,471	28%	250,000	280,628	30,628	12%
Worker's compensation	1,000	0	0	0	1,000	0	0	0	0%	0	0	0	n/a
Drug testing	1,000	0	0	0	1,000	0	258	258	0%	500	900	400	80%
Equipment	5,305	0	0	0	5,305	0	0	0	0%	2,653	0	(2,653)	0%
Utilities - power	111,309	0	0	0	111,309	9,276	7,232	(2,044)	-22%	55,655	49,448	(6,207)	-11%
Utilities - water	18,720	0	0	0	18,720	1,560	805	(755)	-48%	9,360	6,021	(3,339)	-36%
Communications	62,247	0	0	0	62,247	5,187	4,418	(769)	-15%	31,124	27,839	(3,284)	-11%
Capital outlays	28,170	0	0	0	28,170	28,170	28,170	0	0%	28,170	28,170	0	0%
Miscellaneous	218,438	0	0	0	218,438	18,203	11,913	(6,291)	-35%	109,219	82,484	(26,735)	-24%
Reserves - Layon Landfill	200,000	0	0	0	200,000	16,667	16,667	0	0%	100,000	100,000	0	0%
Transfers to Host Community Fund	300,000	0	0	0	300,000	31,153	31,153	0	0%	204,927	204,927	0	0%
Transfer out to General Fund (Debt Service), Ce	2,996,500	0	0	0	2,996,500	249,708	254,000	4,292	2%	1,498,250	1,524,000	25,750	2%
Other Expenditures	4,887,265	0	0	0	4,887,264	436,591	447,572	10,981	2.5%	2,508,544	2,600,940	92,397	3.7%
TOTAL EXPENDITURES:	20,989,782	0	0	0	20,989,785	1,641,182	1,664,758	23,576	1.4%	10,320,817	10,816,459	495,642	4.8%
Excess (deficiency) of revenues over (under expenditures)							128,406				799,994		

Note:

This report is based on preliminary month end numbers and is subject to change based on DOA updates and accounting adjustments.

Carry over encumbrances such as contracts and purchase orders funded by prior year receipts but expended this fiscal year.

Allowance for Uncollectible is estimated at 3% of Residential Revenues.

Public Law 37-125 allocated to GEPA \$202,992 to fund duties and responsibilities related to the closure, monitoring and opening of the island's landfill. Funds not expended during Fiscal Year 2025 shall revert to the Solid Waste Operations Fund.

P.L. 37-125 allocated \$22,308,454 to fund GSWA's budget.

P.L. 36-115 allocated \$400,000 to from the Recycling Revolving Fund to GSWA to fund the Residential Recycling Program and is a continuing appropriation.

10 GCA , Chapter 51, § 51310. Guam Solid Waste Authority Residential Recycling Program.

The Administrator is authorized to annually reimburse Guam Solid Waste Authority, as a government entity, up to Four Hundred Thousand Dollars (\$400,000) in accordance with the Guam Zero Waste Masterplan for expenses that includes, but is not limited to, curbside recycling, household hazardous waste, electronic, and white goods collection, processing, and marketing/shipping. GSWA shall submit a proposal, including total costs, to the Administrator and Board for approval.

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

Solid Waste Operations Fund
Operating Balance Sheet
As of March 31, 2025 and September 30, 2024
(Unaudited)

As of 31-Mar-25	As of 30-Sep-24	Change	% Change
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ASSETS

Cash and cash equivalents, unrestricted	5,632,611	5,419,275	213,336	4%
Cash and cash equivalents, restricted	777,543	1,097,107	-319,564	-29%
Investments, Restricted	5,231,295	7,371,131	-2,139,836	-29%
Receivables, net:				
Tipping Fees	3,840,667	3,892,126	-51,460	-1%
Due from Recycling Revolving Fund	200,000	206,928	-6,928	-3%
Due from component units	0	0	0	
Deposits and other assets	0	0	0	
Total assets	15,682,116	17,986,567	-2,304,452	-13%

LIABILITIES AND FUND BALANCES (DEFICIT)

Liabilities:

Accounts payable	0	0	0	
Accrued payroll and other	885,785	1,525,047	-639,262	-42%
Due to component units	0	0		
Due to other funds	804,042	1,059,374	-255,332	-24%
Deferred revenue	267,868	232,651	35,217	15%
Deposits and other liabilities	48,177	48,177	0	
Total liabilities	2,005,872	2,865,249	-859,377	-30%

Fund balance (deficit):

Restricted, OPCC	5,506,488	7,851,556	-2,345,068	-30%
Committed	0	0	0	
Assigned	8,169,757	7,269,763	899,994	12%
Unassigned	0	0	0	
Total fund balance (deficit)	13,676,245	15,121,319	-1,445,073	-10%
Total liabilities and fund balances (deficit)	15,682,116	17,986,567	-2,304,452	-13%

Note:

This report is based on preliminary month end numbers and is subject to change based on DOA updates and accounting adjustments.

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GUAM SOLID WASTE AUTHORITY FUNDS

FUND BALANCE as of March 31, 2025

Unaudited

	Operational Fund	Ordot Post Closure Fund	Total	Ordot Dump PCC Reserve (RCRA) Trust Fund
Fund Balance, September 30, 2024, Unaudited	7,269,763	7,851,556	15,121,319	30,715,554
Add: Revenues/Other Sources:	11,616,453	106,901	11,723,354	647,624
Transfers In- SWOF	0	0	0	1,746,630
	11,616,453	106,901	11,723,354	2,394,253
Less: Expenditures/Reserves:	10,816,459	705,339	11,521,798	0
Transfers Out - OPCC Reserve Fund	0	1,746,630	1,746,630	0
Carry Over Encumbrances	0	0	0	0
	10,816,459	2,451,969	13,268,428	0
Net Operating Budget	799,994	-2,345,068	-1,545,074	2,394,253
Add back:				
Capital Outlay - Equipment Replacement reserves set asides	0	0	0	0
Layon Reserves	100,000	0	100,000	0
Total Net change in Fund Balance	899,994	-2,345,068	-1,445,073	2,394,253
Ending Fund Balance, March 31, 2025 (Unaudited)	8,169,757	5,506,488	13,676,246	33,109,808
				Cash Balance, March 31, 2025:
				33,109,808

Notes:

On February 9, 2024, Public Law 37-64 established the Ordot Dump Reserve Fund. Eligible costs includes the closure and maintenance of Ordot Dump and the opening and recent expansion of the Layon Landfill. Also included are monitoring, testing, ensuring compliance with permits and laws, litigation fees and costs, consultant fees, and fees and costs to ensure compliance with permits. Expenditures attributable to costs of administering the Fund including administrative support to GSWA.

July 30, 2024, \$30,579,439 was deposited to DOA Ordot Settlement Fund - \$30,579,439.

On September 20, 2024 DOA authorized BOG to transfer \$30,715,554 to the Ordot PCC Reserve account.

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

Operating Budget Revenues, Expenditures

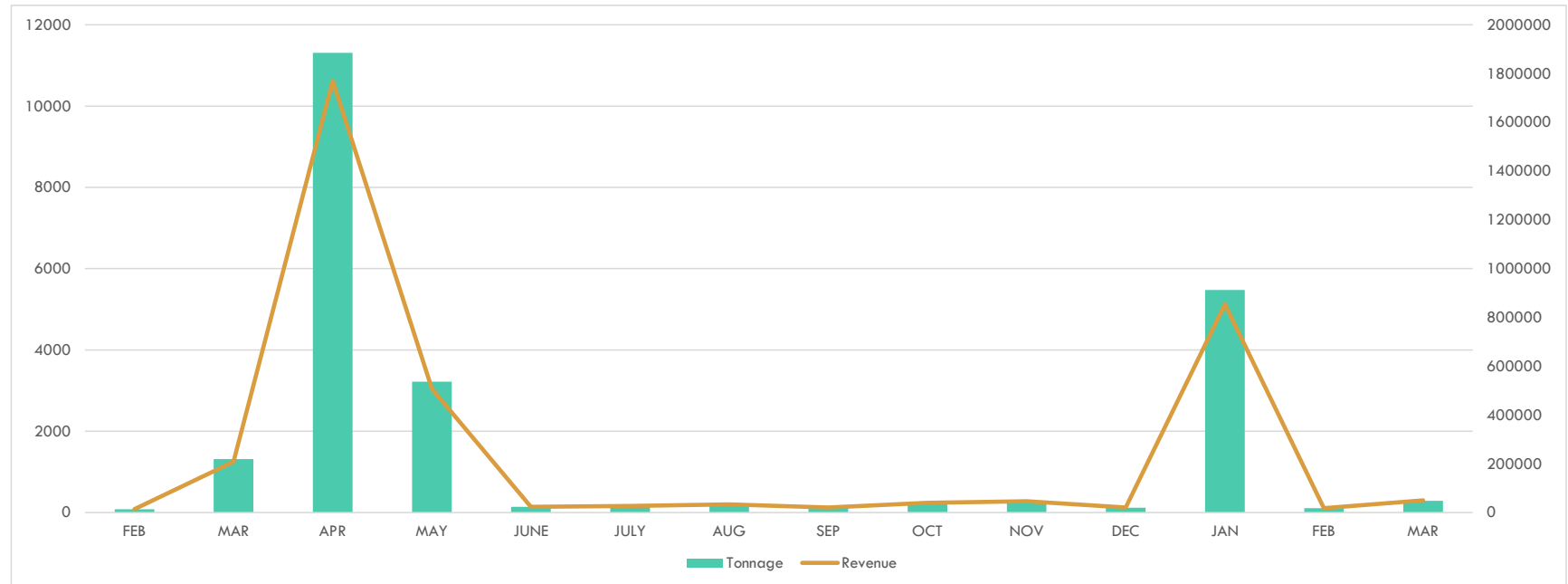
As of March 31 2025

<i>Unaudited</i>	FY2025 Actuals to Date	FY2024 Actuals to Date	Variance	% Increase (Decrease)
Revenues:				
Commercial Fees (Large)	5,236,122	6,541,615	(1,305,493)	-20.0%
Others - Government/Commercial Fees	1,723,532	1,197,882	525,650	43.9%
Residential Collection Fees (net 3%)	3,941,550	3,909,740	31,810	0.8%
Host Community Fees	204,927	220,707	(15,780)	-7.1%
Other Revenues	216,386	223,558	(7,173)	-3.2%
Interest Income/Investment Earnings	40,687	542	40,145	7406.8%
Prior Year Revenues	53,250	0	53,250	0.0%
Total Revenues	11,416,453	12,094,044	(677,591)	-5.6%
Transfers In - Recycling Fund	200,000	200,000	0	0.00%
Total Revenues/Other Resources/Transfers In	11,616,453	12,294,044	(677,591)	-5.5%
Expenditures by Object:				
Salaries and wages - regular	1,321,856	1,205,983	115,873	9.6%
Salaries and wages - overtime	101,255	132,217	(30,962)	-23.4%
Salaries and wages - fringe benefits	600,087	488,193	111,894	22.9%
	2,023,198	1,826,393	196,805	10.8%
Contractual services:				
Layon Operations	2,212,347	2,024,856	187,491	9.3%
Layon Others	262,176	204,064	58,112	28.5%
Harmon Hauler Station Operations	1,947,070	1,956,441	(9,372)	-0.5%
Ordot Postclosure care (OPCC)	0	1,000,002	(1,000,002)	-100.0%
Recycling/Other Programs	282,313	162,243	120,070	74.0%
GEPA Appropriation	0	0	0	0.0%
Contractual Employees	417,804	565,163	(147,359)	-26.1%
Vehicle Maintenance	121,736	104,403	17,333	16.6%
PUC/Legal Expenses	133,400	116,150	17,250	14.9%
Other Contractual	230,753	163,641	67,112	41.0%
Total Contractual	5,607,598	6,296,963	(689,365)	-10.9%
Receiver	584,721	570,687	14,034	2.5%
Travel	8,687	8,366	321	0.0%
Supplies	287,836	223,704	64,132	28.7%
Vehicle Supplies	280,628	126,915	153,713	121.1%
Worker's compensation	0	0	0	0.0%
Drug testing	900	931	(31)	-3.3%
Equipment	0	5,950	(5,950)	0.0%
Utilities - power	49,448	46,762	2,686	5.7%
Utilities - water	6,021	4,270	1,751	41.0%
Communications	27,839	28,854	(1,015)	-3.5%
Miscellaneous	82,484	95,550	(13,066)	-13.7%
Capital Outlay	28,170	0	28,170	n/a
Reserves	0	0	0	0.0%
Transfers to Host Community Fund	204,927	220,707	(15,780)	-7.1%
Transfer out to General Fund (Debt Service)	1,524,000	1,524,000	0	0.0%
Total Operating Expenditures	2,500,940	2,286,009	214,931	9.4%
TOTAL EXPENDITURES:	10,716,457	10,980,053	(263,595)	-2.4%
Excess (deficiency) of revenues over (under expenditures)	899,994	1,313,992	(413,997)	-31.5%
Other financing sources (uses),				
Transfers in from other funds	0	0	0	
Transfers out to other funds	0	(1,886,800)	1,886,800	-100.0%
Total other financing sources (uses), net	0	(1,886,800)	1,886,800	-100.0%
Net Change in Fund Balance:	899,994	(572,809)	1,472,803	-257.1%
Beginning Fund Balance, 09-30	7,269,763	7,032,938	236,825	3.4%
Ending Fund Balance, March (unaudited)	8,169,757	6,460,129	1,709,630	26.5%

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Tonnage and Revenue Report February 2024 - March 2025

	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Tonnage	81	1,316	11,309	3,220	138	158	196	122	234	270	121	5,476	105	289
Revenue	\$ 13,869	\$ 208,256	\$ 1,770,098	\$ 507,263	\$ 23,650	\$ 27,113	\$ 33,670	\$ 20,889	\$ 40,178	\$ 46,332	\$ 20,741	\$ 853,790	\$ 18,011	49,604



Special Waste Type by Tons:

	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH
Treated Wood	70	142	176	312	138	158	196	122	234	270	121	102	100	289
Asbestos	0	0	0	0	0	0	0	0	0	0	0	13	5	0
Rubberized Paint	11	0	0	0	0	0	0	0	0	0	0	0	0	0
Regulated Soil	0	1,122	10,936	2,908	0	0	0	0	0	0	0	5,361	0	0
Non-Regulated Soil	0	51	197	0	0	0	0	0	0	0	0	0	0	0
TOTAL	81	1,316	11,309	3,220	138	158	196	122	234	270	121	5,476	105	289

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Commercial Tonnage and Revenues
Period January 2024 - March 2025
Fifteen (15) months

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
TONNAGE	5,829	5,333	5,409	5,480	5,808	5,435	5,938	5,691	6,256	6,573	5,527	5,663	5,484	4,712	5,449
REVENUE	\$ 914	\$ 835	\$ 850	\$ 854	\$ 926	\$ 863	\$ 918	\$ 999	\$ 965	\$ 1,006	\$ 882	\$ 913	\$ 865	\$ 748	\$ 863



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Residential Revenue & Tonnage
Period January 2024 - March 2025
Fifteen (15) months

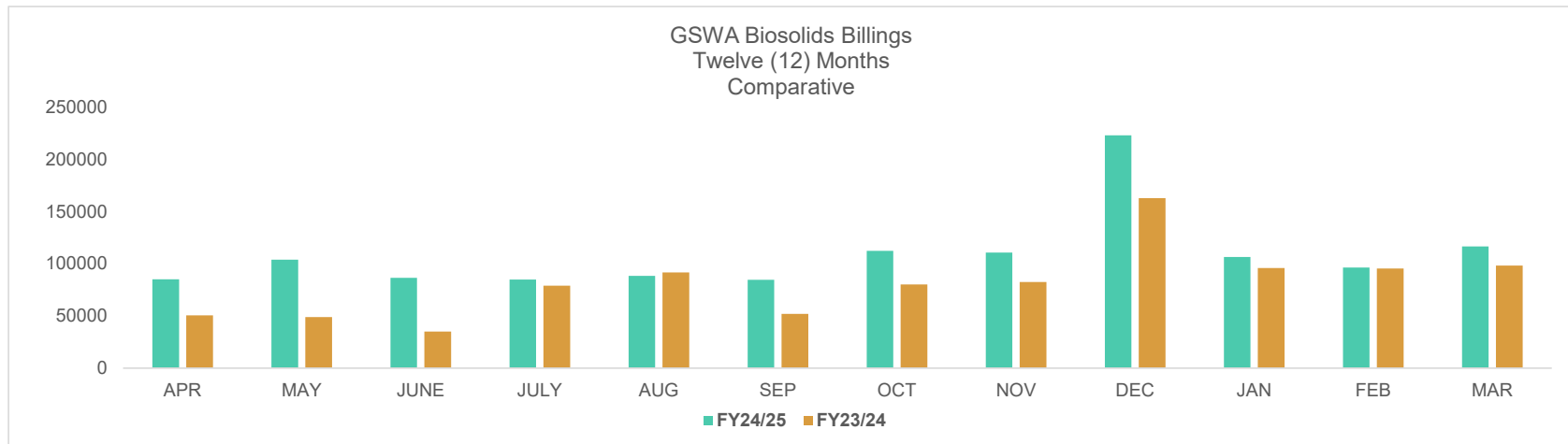
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
TONNAGE	2,365	1,897	1,824	2,133	2,108	1,890	2,256	2,118	2,151	2,283	1,966	2,303	2,168	1,766	1,915
REVENUE	\$ 670	\$ 672	\$ 669	\$ 672	\$ 676	\$ 687	\$ 675	\$ 672	\$ 675	\$ 676	\$ 673	\$ 674	\$ 676	\$ 679	\$ 682
# OF CUSTO	21,452	21,458	21,481	21,555	21,595	21,579	21,526	21,514	21,568	21,628	21,571	21,591	21,659	21,765	21,852



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**Guam WaterWorks Authority Biosolids
Billings Comparative
Twelve (12) Months Comparative**

	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
FY24/25	\$ 85,019	\$ 103,850	\$ 86,527	\$ 84,817	\$ 88,352	\$ 84,595	\$ 112,389	\$ 110,748	\$ 109,651	\$ 106,419	\$ 96,336	\$ 116,612
FY23/24	\$ 50,589	\$ 48,860	\$ 35,164	\$ 79,091	\$ 91,761	\$ 51,868	\$ 80,266	\$ 82,601	\$ 104,520	\$ 96,030	\$ 95,429	\$ 98,195





GUAM SOLID WASTE AUTHORITY

LOURDES A. LEON GUERRERO
Governor of Guam

JOSHUA F. TENORIO
Lt. Governor of Guam

IRVIN SLIKE
General Manager



GSWA Board Resolution No. 2025-006

GSWA Board Resolution No. 2025-006 RELATIVE TO THE APPROVAL OF A BUDGET FOR THE GUAM SOLID WASTE AUTHORITY FOR FISCAL YEAR 2026

WHEREAS, the Guam Solid Waste Authority is an autonomous, public corporation of the Government of Guam; and

WHEREAS, Title 10 Chapter 51A §51A115 indicates that the Board shall authorize, by means of the annual budget, payment of demands against the Authority resulting from the exercise of its powers under the Guam solid Waste Authority Act if the purposes and amounts of such demands are projected in which has been adopted by the Board after receiving recommendations from the General Manager; and

WHEREAS, the Annual Budget for the Guam Solid Waste Authority be funded by the anticipated revenues, fund balance, and other funds to be received and expended for the same fiscal year must be submitted by the Authority to *I Liheslaturan Guahan* and approved by law for the next fiscal year; and

WHEREAS, the Guam Solid Waste Authority is requesting approval from the Public Utilities Commission for a rate adjustment to take effect on October 1, 2025, resulting in estimated additional tipping fee revenue of approximately \$3.2 million to fund Layon Reserves and GSWA Equipment Replacement fund.

WHEREAS, the Guam Solid Waste Authority has projected revenue \$24,464,666.00 to fund Solid Waste Operations and FY2025 Ordot Post Closure fund balance of \$2,000,000 to pay for Ordot Post Closure Expenditures; and

WHEREAS, the Guam Solid Waste Authority has a total of three (3) funding sources, namely the Guam Solid Waste Operations, Recycling Fund and Fund Balance; and

WHEREAS, the Guam Solid Waste Authority General Manager has presented the proposed Annual Budget for Fiscal Year 2026 totaling \$26,464,666; and

WHEREAS, the Guam Solid Waste Authority General Manager has reviewed the budget to ensure that all budget expenditures are consistent with the strategic goals of the Authority; and

THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors as the Governing Body of the Guam Solid Waste Authority hereby approve the Fiscal Year 2026 proposed budget of \$26,464,666 (Exhibit A).



GUAM SOLID WASTE AUTHORITY

LOURDES A. LEON GUERRERO
Governor of Guam

JOSHUA F. TENORIO
Lt. Governor of Guam

IRVIN SLIKE
General Manager



GSWA Board Resolution No. 2025-006

BE IT FURTHER RESOLVED that the Board of Guam Solid Waste Authority does hereby authorize the management team to submit the Fiscal year 2026 Annual Budget to *I Liheslaturan Guahan*.

Ayes: 0

Nays: 0

Absent: 0

Abstain: 0

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Guam Solid Waste Authority, Guam, on the 24th day of April 2025.

**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS**

**ATTEST:
ALICIA FEJERAN, CLERK**

Andrew Gayle, Chairman

BY: _____

Margaret Denney, Secretary

GUAM SOLID WASTE AUTHORITY

FY2026 Budget Presentation



MISSION

The mission of the Guam Solid Waste Authority is to provide a safe and A healthy environment for the people of Guam through proper, timely, and efficient collection of refuse materials throughout the villages and urban areas to ensure their proper disposal in legally permitted facilities.

GOAL AND OBJECTIVES

Under 28 GAR, Chapter 5:

- Protect public health, safety, and welfare by reducing or eliminating health Hazards, fire hazards, offensive odors, and unsightly litter attributable to Accumulation of solid waste;
- Ensure proper, cost-effective, and environmentally sound disposal of Solid waste;
- Reduce the demand for landfill sites and conserve land resources by Providing maximum recovery of usable materials of solid wastes within Limits of economic feasibility.
- Communicate with customers through educational efforts to increase Recycling participation in the current recycling program to Minimize waste and extend the life of the landfill.

TIPPING FEE REVENUES with RATE INCREASES effective October 1, 2025

	BASE	Rate Increase	Total Revenues	
Commercial	10,635,656	1,499,900	12,135,556	14.10%
Government/Small Commercial	1,582,775	169,715	1,752,490	10.72%
Residential	7,888,341	1,314,723	9,203,064	16.67%
Residential Transfer Stations	386,580	208,753	595,333	54.00%
Interest and Other Income	25,000	0	25,000	
Reactivation/Restoration	53,223	0	53,223	
Reimbursement - Recycling Fund	400,000	0	400,000	
Host Community Premium Surcharge	300,000	0	300,000	
Total:	21,271,575	3,193,091	24,464,666	

<i>Rates:</i>	<i>Current</i>	<i>Proposed</i>	<i>% Change</i>
<i>Commercial (Net Discount)</i>	<i>156.00</i>	<i>178.00</i>	<i>14.1%</i>
<i>Government/Small Commercial</i>	<i>171.60</i>	<i>190.00</i>	<i>10.7%</i>
<i>Residential</i>	<i>30.00</i>	<i>35.00</i>	<i>16.7%</i>
<i>Residential Transfer Stations (Minimum)</i>	<i>7.50</i>	<i>11.55</i>	<i>54.0%</i>
<i>Residential Transfer Stations (Half Cab)</i>	<i>15.00</i>	<i>23.10</i>	<i>54.0%</i>
<i>Residential Transfer Stations (Above Cab)</i>	<i>22.50</i>	<i>34.65</i>	<i>54.0%</i>

Rate Increases primarily to fund the following:

<i>Layon - New Cell Development</i>	<i>900,000</i>
<i>Layon- Cell Closure</i>	<i>400,000</i>
<i>Layon - Post Closure Care</i>	<i>1,300,000</i>
<i>Equipment Replacement Fund</i>	<i>580,635</i>
<i>Total</i>	<i>3,180,635</i>

FY2025 AND FY2026 REVENUE ASSUMPTIONS:

- **FY2025 –**
- Projection for March 2025 to September 30, 2025
- Commercial, Other Commercial, and Residential revenues were projected for FY2025 based on the following method:
 - *Total Revenues from the last 12 months ending January 2025, excluding the two highest months, divided by 10.*
 - *Residential – Divide the sum of the previous 12 months by 12.*
- **FY2026 -**
- After computing the FY2025 monthly average, the following increases are assumed for FY2026.
- Commercial Tonnage Growth .35%
- Government/Small Commercial .35%
- Residential Growth .45%
- The FY2026 numbers are then multiplied by the rate increase percentages:
- Commercial Tonnage 10.7%
- Government/Small Commercial 14.1%
- Residential 16.7%

GUAM SOLID WASTE AUTHORITY REVENUES & OTHER SOURCES

	ACTUALS				AUTHORIZED	%	PROPOSED	%	Proposed	%
	FY2019	FY2022	FY2023	FY2024	FY2025 BASE	Change	FY2026	Change	Rate Increase	Change
Revenues:										
Commercial	9,735,322	9,127,103	11,008,769	12,067,618	10,506,710	-12.9%	10,635,656	1.23%	12,135,556	14.10%
Government	1,484,812	687,061	1,801,073	1,331,698	703,868	-47.1%	1,181,343	67.84%	1,308,013	10.72%
Other Commercial	36,340	178,436	301,846	506,203	388,203	-23.3%	401,432	3.41%	444,477	10.72%
Soil Disposal				2,336,597	0		0	0.00%	0	0.00%
Residential	7,310,480	7,807,752	7,789,913	7,879,875	7,848,739	-0.4%	7,888,341	0.50%	9,203,064	16.67%
Residential Transfer Station	339,067	415,819	394,620	379,473	386,580	1.9%	386,580	0.00%	595,333	54.00%
Restoration/Reactivation/Trash Tags	73,452	44,440	34,732	60,656	53,223	-12.3%	53,223	0.00%	53,223	0.00%
Interest and Other Income	17,360	1,586	2,418	378,612	25,000		25,000	0.00%	25,000	0.00%
Reimbursement - Recycling Fund	0	0	400,000	385,624	400,000		400,000	0.00%	400,000	0.00%
Host Community Premium Surcharge	342,921	323,690	375,780	460,445	300,000		300,000	0.00%	300,000	0.00%
Subtotal	19,339,754	18,585,887	22,109,151	25,786,801	20,612,323		21,271,575		24,464,666	
		-3.90%	18.96%	16.63%	-20.07%		3.20%		15.01%	
Other Financing Sources:										
ARPA Funds	0	2,393,778	3,008,811	0	0		0		0	
Fund Balance	0			0	2,377,459		2,000,000		2,000,000	
Transfers in -Cares Act	0	0	0	0	0		0		0	
Reimbursement Cell 3	0	850,194	0	0	0		0		0	
Miscellaneous Revenues	0	201,076	0	17,467	0		0		0	
Subtotal	0	3,445,048	3,008,811	17,467	2,377,459		2,000,000		2,000,000	
GRAND TOTAL	19,339,754	22,030,935	25,117,962	25,804,268	22,989,782		23,271,575		26,464,665	
Capital Equipment Funding: ARPA		0	464,753	2,435,464	4,859,702		0		0	

Note:
Government - GWA Biosludge increased significantly from FY2023 \$650k compared to \$1 m in FY24 , GWA expects the sludge to maintain the same levels FY2026.

GWA Bio-sludge Monthly Revenues, March 2023 to March 2025

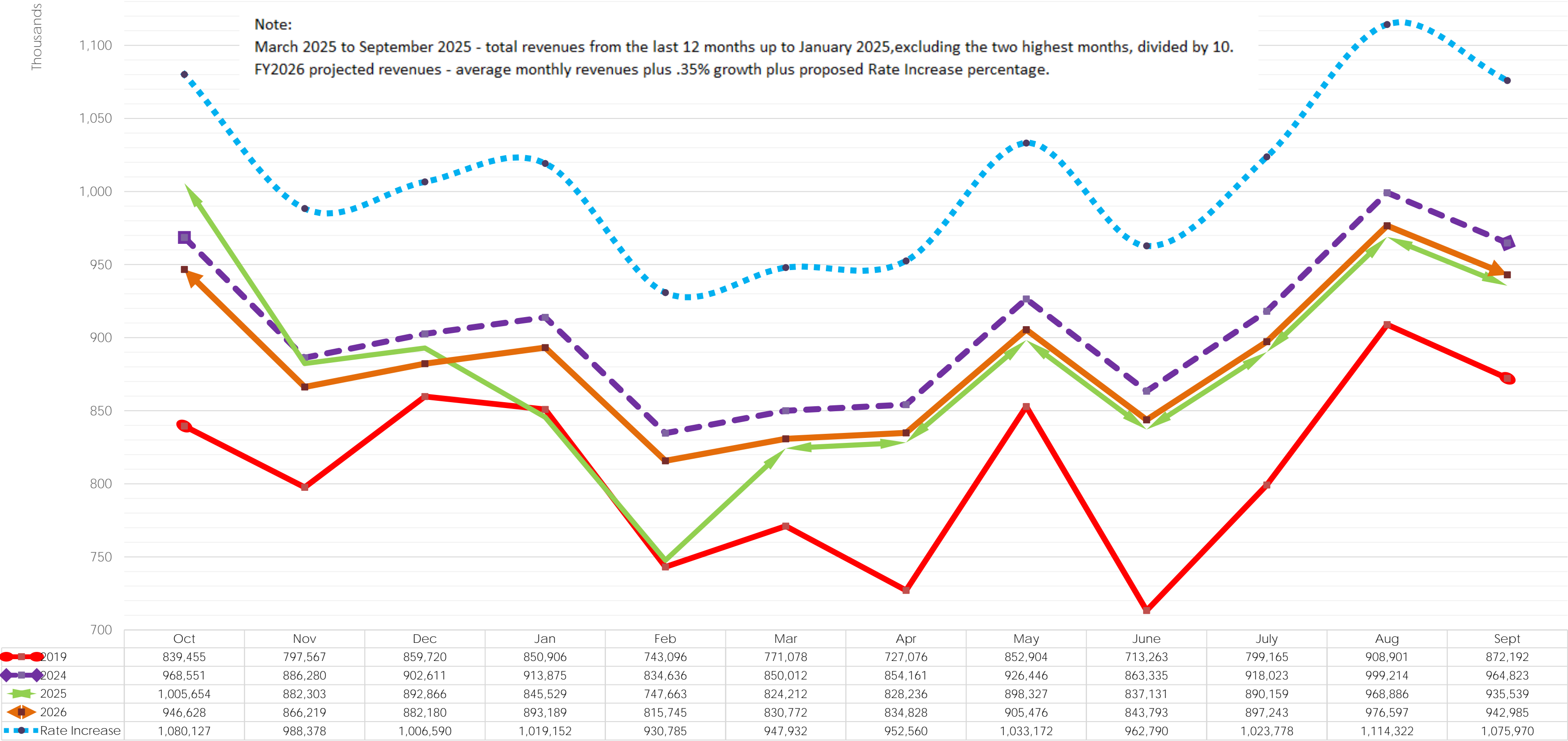
FY 2023						FY 2024					
MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB
\$ 63,981	\$ 49,558	\$ 47,864	\$ 34,447	\$ 77,479	\$ 89,891	\$ 50,811	\$ 78,631	\$ 80,918	\$ 102,390	\$ 94,073	\$ 93,484

FY 2024						FY 2025					
MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB
\$ 96,194	\$ 83,286	\$ 101,733	\$ 84,764	\$ 83,089	\$ 86,552	\$ 82,871	\$ 110,099	\$ 108,491	\$ 107,417	\$ 104,250	\$ 94,373

FY 2025
MAR
\$ 114,236

Fiscal Year Summary	
FY2023	647,512
FY2024	1,067,984
FY2025 Average	1,277,730
Proposed FY2026	1,108,367

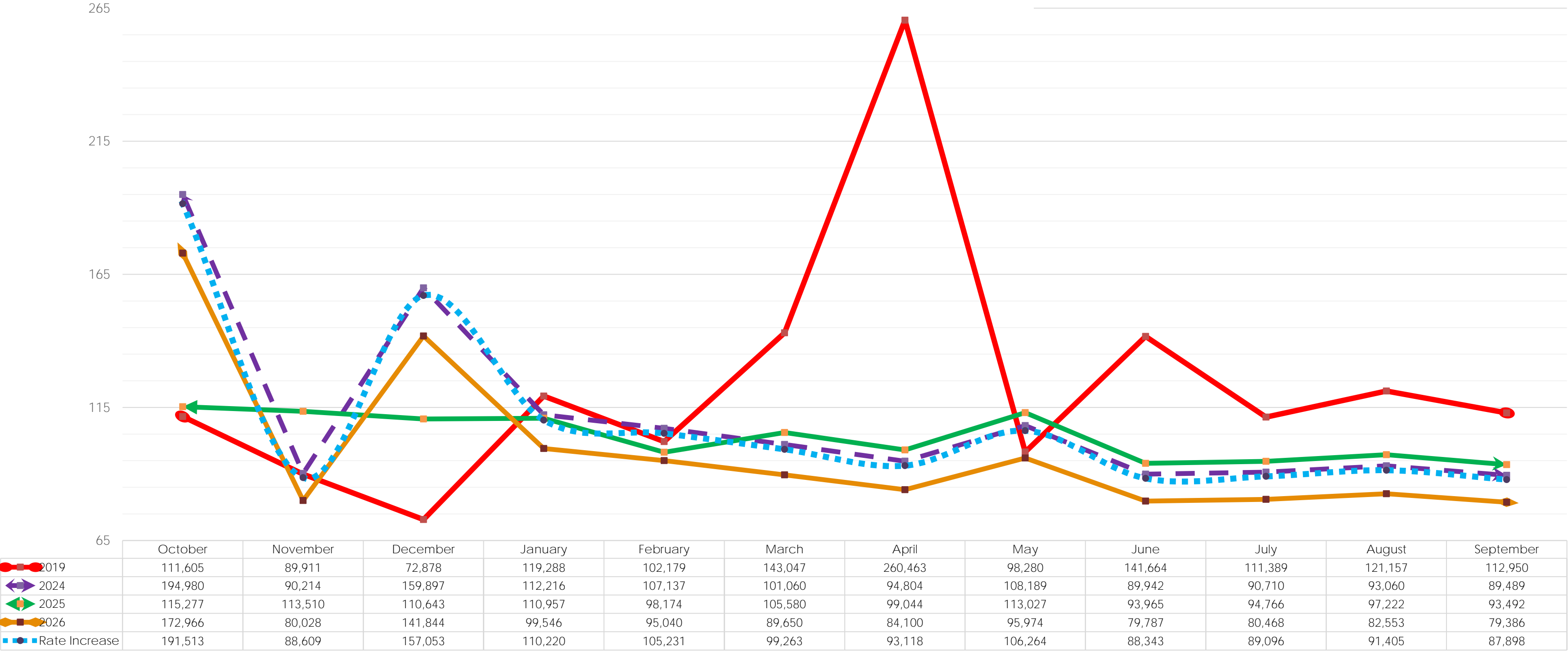
COMMERCIAL
FY2019, FY2024 - FY2026
Comparartives



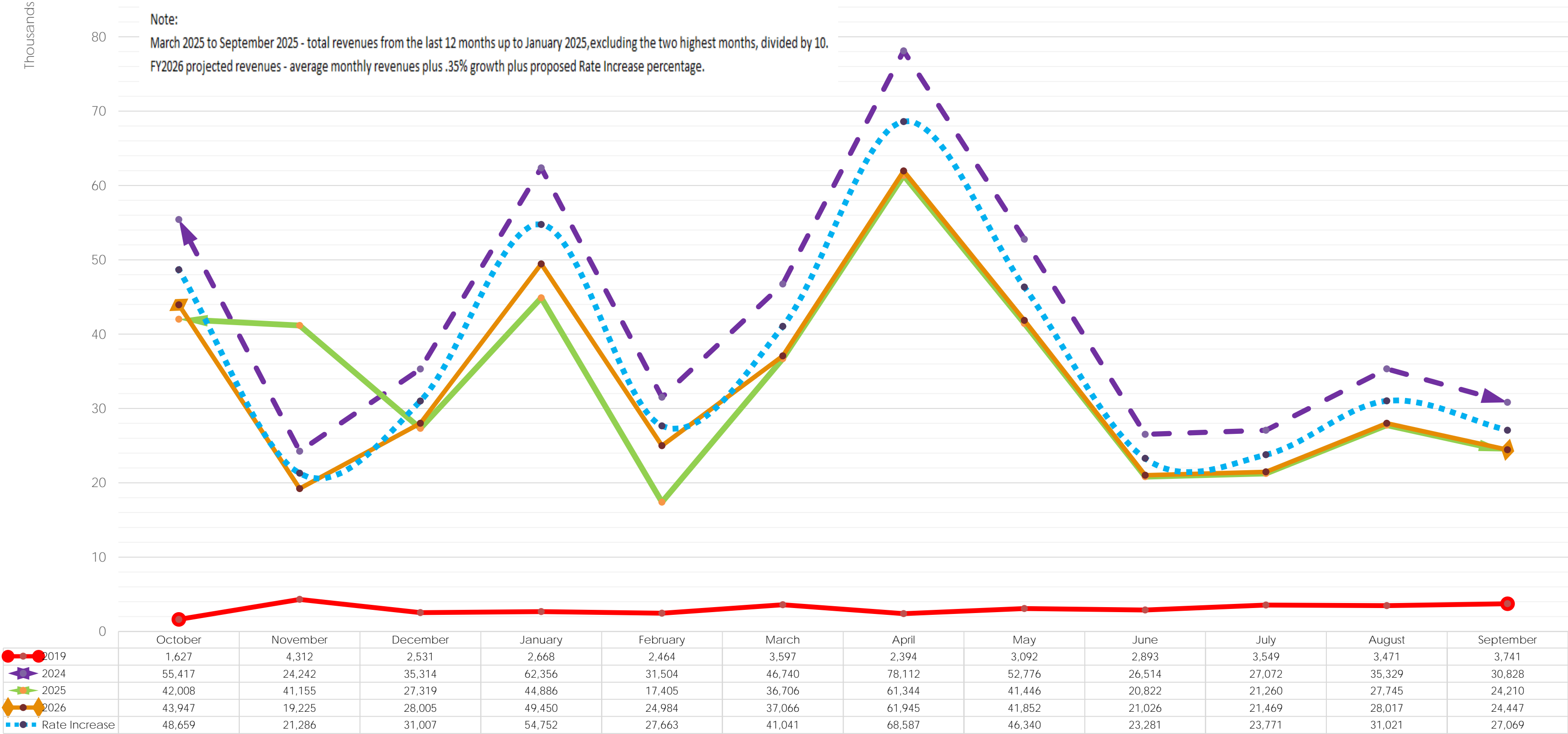
GOVERNMENT
FY2019, FY2024 - FY2026
Comparatives

Thousands

Note:
March 2025 to September 2025 - total revenues from the last 12 months up to January 2025,excluding the two highest months, divided by 10.
FY2026 projected revenues - average monthly revenues plus .35% growth plus proposed Rate Increase percentage.

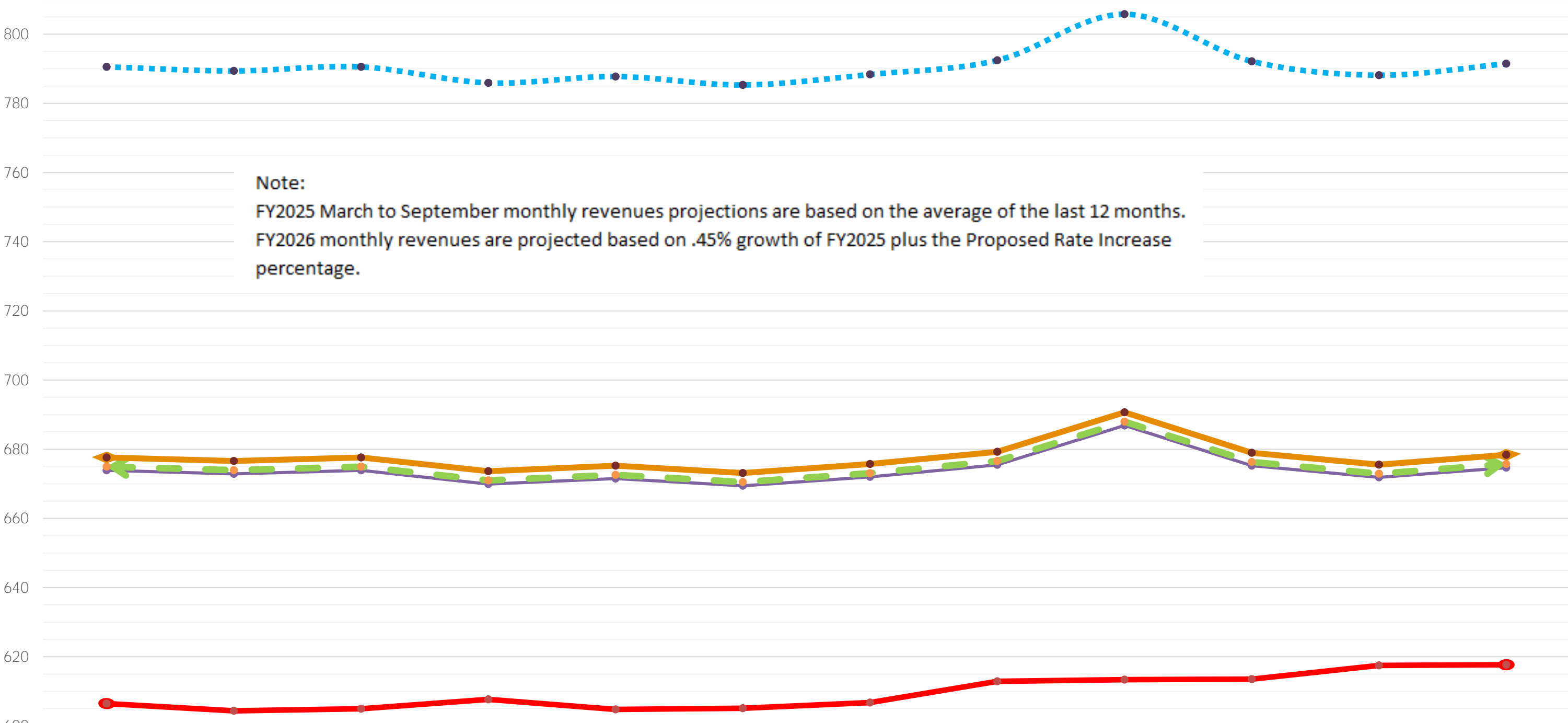


OTHER COMMERCIAL
FY2019, FY2024 - FY2026
Comparatives



RESIDENTIAL
FY2019, FY2024 - FY2026
Comparatives

Thousands



Note:
FY2025 March to September monthly revenues projections are based on the average of the last 12 months.
FY2026 monthly revenues are projected based on .45% growth of FY2025 plus the Proposed Rate Increase percentage.

	October	November	December	January	February	March	April	May	June	July	August	September
2019	606,473	604,365	604,972	607,652	604,790	605,119	606,770	612,920	613,376	613,508	617,508	617,697
2024	673,890	672,876	673,862	669,928	671,503	669,422	672,009	675,495	686,866	675,252	671,833	674,646
2025	674,964	673,949	674,936	670,996	672,573	670,488	673,080	676,572	687,960	676,328	672,904	675,721
2026	677,617	676,598	677,589	673,633	675,217	673,124	675,725	679,231	690,664	678,986	675,549	678,377
Rate Increase	790,553	789,364	790,521	785,905	787,753	785,311	788,346	792,436	805,775	792,151	788,140	791,440

GSWA REVENUES AND EXPENDITURES FY2025 vs. FY2026

	Authorized FY2025	Proposed FY2026	% Change
Revenues:			
Commercial	10,506,710	12,135,556	16%
Government/Small Commercial	703,868	1,308,013	86%
Residential	388,203	444,477	14%
IWC - Regular Customers	0	0	
IWC (Low Income)	7,848,739	9,203,064	17%
Residential Transfer Station	386,580	595,333	54%
Interest and Other Income	53,223	53,223	0%
Reactivation/Restoration	25,000	25,000	0%
Reimbursement - Recycling Fund	400,000	400,000	0%
Host Community Premium Surcharge	300,000	300,000	0%
Fund Balance	2,377,459	2,000,000	-16%
Total:	22,989,782	26,464,666	15%
Expenditures:			
Personnel Regular	2,887,711	3,407,098	18%
Personnel OT	177,824	214,765	21%
Personnel Benefits	1,259,841	1,871,435	49%
Travel	24,575	25,042	2%
Contractual	11,777,142	11,049,029	-6%
General Supplies	420,000	340,000	-19%
Vehicle Supplies/Parts	500,000	600,000	20%
Small Equipment	5,305	5,406	2%
Workers Comp	1,000	1,000	0%
Drug Testing	1,000	2,000	100%
Miscellaneous	218,438	251,294	15%
Reserves	200,000	200,000	0%
New Cell Reserves	0	2,425,158	n/a
Transfer out for Debt Service	2,996,500	2,995,875	0%
Transfers to OPCC	2,000,000	2,000,000	
Transfer out to HCF	300,000	300,000	0%
Power	111,309	113,424	2%
Water	18,720	19,076	2%
Communications	62,247	63,430	2%
Capital Outlay	28,170	580,635	1961%
IWC Additional Expenditures	0	0	
TOTAL EXPENDITURES	22,989,782	26,464,666	15%

Note:

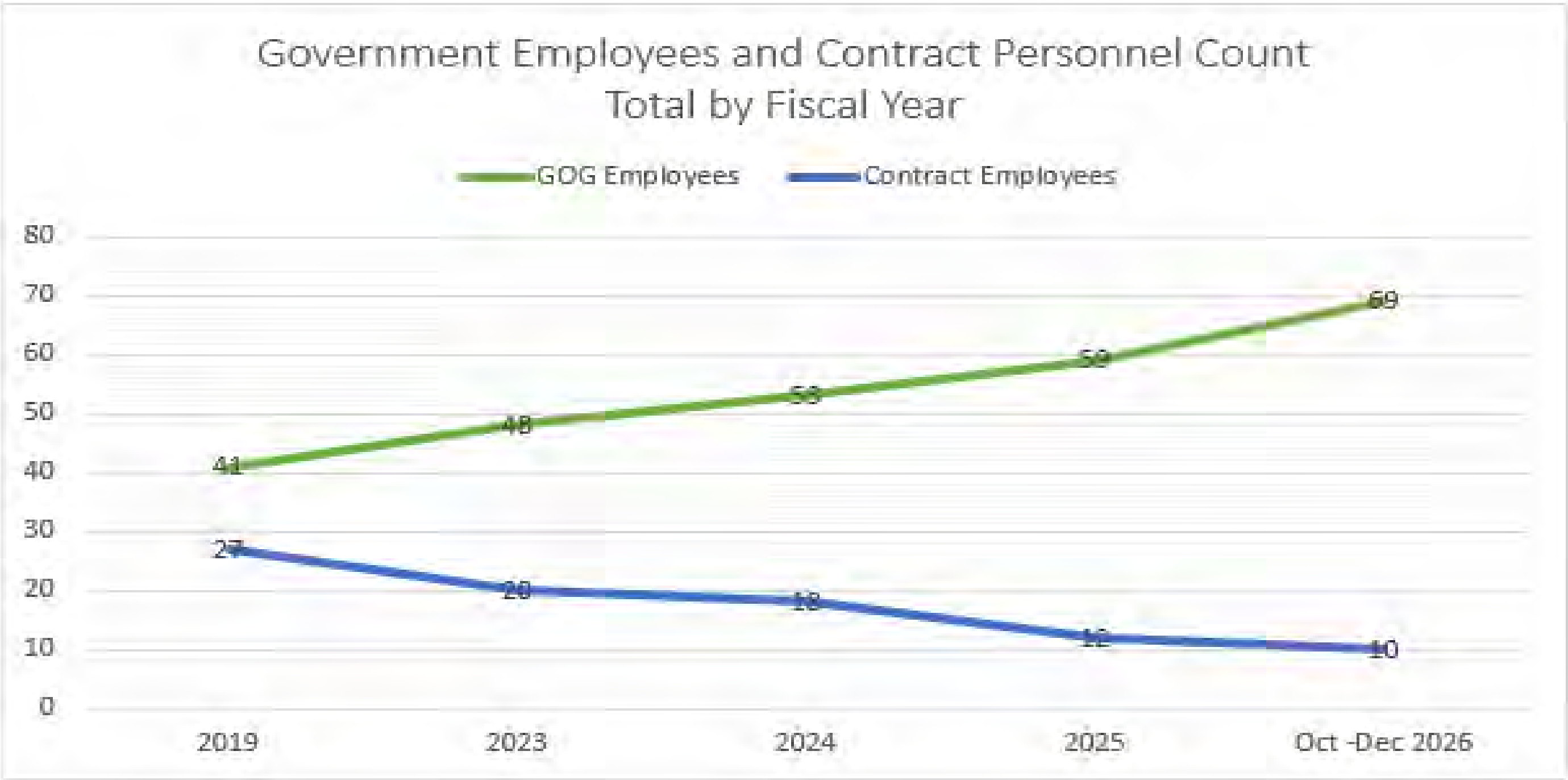
Personnel Costs increased as a result of efforts to decrease the number of contractual employees.
Medical Health Premiums increased between 20% to 40%.

CONTRACTUAL EXPENDITURES:

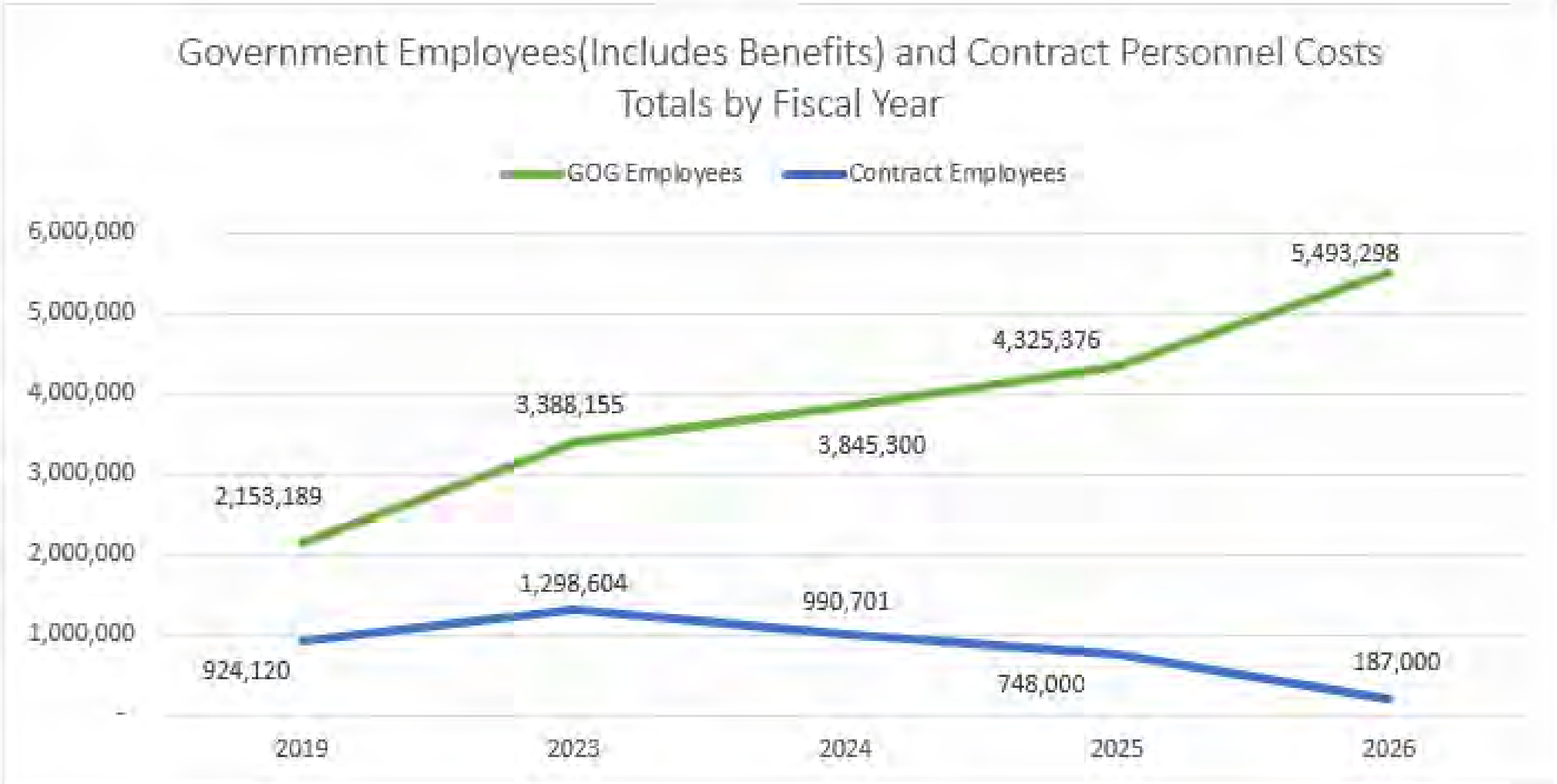
	Actuals FY2024	Authorized FY2025	% Change	Proposed FY2026	% Change
Layon Operator	4,814,555	4,486,189	-6.8%	4,273,083	-4.8%
Layon Monitoring	440,515	644,000	46.2%	656,236	1.9%
Hauler Only Transfer Station	3,905,676	4,052,676	3.8%	4,052,186	0.0%
Ordot Dump Expenditures	1,262,729	0	-100.0%	0	n/a
Contractual Employees	997,540	748,000	-25.0%	187,000	-75.0%
Repairs & Maintenance	271,082	303,570	12.0%	309,338	1.9%
Legal Services/PUC/Other mandates	164,949	320,879	94.5%	350,000	9.1%
GEPA	0	202,992	n/a	202,992	0.0%
Others	582,546	403,324	-30.8%	410,987	1.9%
Recycling Costs	385,624	615,512	59.6%	607,207	-1.3%
	<u>12,825,216</u>	<u>11,777,143</u>	<u>-8.2%</u>	<u>11,049,029</u>	<u>-6.2%</u>

Note:

Contractual Employees contract expires December 2025.



	2019	2023	2024	2025	Oct -Dec 2026	Jan - Sep 2026
GOG Employees	41	48	53	59	69	69
Contract Employees	27	20	18	12	10	0
Total :	68	68	71	71	79	69



	2019	2023	2024	2025	2026
GOG Employees	2,153,189	3,388,155	3,845,300	4,325,376	5,493,298
Contract Employees	924,120	1,298,604	990,701	748,000	187,000
Total :	3,077,309	4,686,759	4,836,001	5,073,376	5,680,298

GSWA BUDGET REQUEST

- Request that GSWA's funds not be appropriated to any department/program.
- Requested that GSWA Annual Budget be exempted from the Legislature Approval.

Notable Accomplishments FY2024 – FY2025

- 1.6 million in slightly contaminated soil from future GEPA Admin Site.
- Continued expansion of automated collection rates.
- Transfer of temporary employees to permanent positions.
- Automated Bill Payment was implemented.
- New Scale at Layon Landfill installed.
- Partner with Guam Community College (GCC) to Hire Drivers.

FY2026 OUTLOOK

- Rate increase to support Capital Improvements.
- Cooking oil conversion to save 200K annually and renew GHG Emissions.
- Five(5) day Trash & Recycling Collection to improve route efficiency.



GUAM SOLID WASTE AUTHORITY

LOURDES A. LEON GUERRERO JOSHUA F. TENORIO
Governor of Guam Lt. Governor of Guam

IRVIN L. SLIKE
General Manager



April 9, 2025

MEMORANDUM

To: GSWA Board of Directors

From: Irvin L. Slike
General Manager, Guam Solid Waste Authority

Subject: **Approval of the Recruitment of Assistant Comptroller**

Pursuant to Title 10 GCA, Chapter 51A, "The Board may also appoint a Secretary, a Comptroller, and an Attorney, who shall serve at the pleasure of the Board, and whose duties and compensation shall be fixed by the Board. (1) The Board may appoint one (1) or more assistants to any such office."

GSWA Management has a duty to plan for succession and is formally requesting your approval to open the position of Assistant Comptroller. The addition of this role is vital to ensure the continued success and efficiency of our financial operations and to facilitate succession planning. The Assistant Comptroller will provide essential support to the Comptroller in managing day-to-day financial activities, including budgeting, financial reporting, and compliance.

To assist with this request, our team has prepared a proposed job specification and compensation structure for the Assistant Comptroller position for the Board's review. We hope for the Board's support and approval. The announcement outlines the qualifications, responsibilities, and expectations for the role, as well as the proposed salary and benefits package. I believe this proposal aligns with industry standards and our current budget.

I respectfully request that the Board review, discuss, and approve the proposal at the Board meeting, scheduled for April 24, 2025. I welcome any suggestions. Should you require additional information or clarification, I am more than happy to address any questions you may have.

Thank you for your continued support. I look forward to your approval on this matter.

IRVIN L. SLIKE
GSWA General Manager



JOB ANNOUNCEMENT

The Guam Solid Waste Authority is establishing a list of qualified applicants for the position of:

Position Title: ASSISTANT COMPTROLLER (Unclassified)	Announcement Number: GSA-25-008
SALARY: COMMENSURATE WITH EXPERIENCE MINIMUM: \$90,000 PER ANNUM	Open Date: PENDING Closing Date: Until filled

The Guam Solid Waste Authority (GSWA) is searching for a qualified individual for the position of Assistant Comptroller. The Assistant Comptroller shall devote his/her time to the business of the Authority and shall have full charge and control, subject to the direction of the Comptroller of the Accounting/Budget department.

MINIMUM QUALIFICATIONS:

The Assistant Comptroller shall, at a minimum, possess the following qualifications:

- 1) A minimum of six (6) years of professional accounting and/or auditing experience; **AND**
- 2) A minimum of four (4) years of professional supervisory and managerial experience; **AND**
- 3) Graduation from an accredited institution of higher education with a Bachelor’s degree in Accounting, Finance, Business Administration or Public Administration.

JOB OVERVIEW:

The Assistant Comptroller shall report and is responsible to the Authority’s Comptroller, for the preparation of the Authority’s financial reports on a periodic basis, assist with the preparation and maintenance of the Authority’s budget and accounting records, provide accurate financial records for auditing purposes and ensure that all accounting practices within the Authority are in compliance with legal guidelines and established accounting principles.

The Assistant Comptroller shall also assist with the establishment of internal controls and policies, for the resolution of any financial discrepancies. The Assistant Comptroller is also responsible for the supervision and direction of the accounting staff of the Authority.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples of work do not list all the duties which may be assigned; any one position may not include all the duties listed)

- Create financial statements for upper management
- Prepare monthly, quarterly and yearly financial reports
- Assist the Comptroller with the preparation of the budget
- Ensure all accounting practices are in compliance with legal guidelines and established accounting principles
- Working with the company financial team to create internal controls, policies and procedures
- Identify solutions for discrepancies in financial records
- Assist in managing the Accounting, Budget, Scale Attendant, and Cashier personnel of GSWA
- Assist in reviewing the maintenance of Fixed Assets and Fleet Maintenance and Repairs
- Assist in the automation of the accounting and budget management system
- Assist in providing financial information to independent and internal auditors
- Assist in reviewing direct payment, journal vouchers and invoices
- Other duties assigned by the Comptroller, General Manager and Board Members

HOW TO INQUIRE:

Call or visit the Guam Solid Waste Authority Building, Human Resources Department at (671) 646-3215. In addition, job announcements and job application forms are accessible through the Guam Solid Waste Authority's website at www.gswa.guam.gov. Also, job applications can be downloaded from www.govguamdocs.com or you can email antoinette.martinez@gswa.guam.gov for additional information.

DRUG SCREENING:

All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment.

PROHIBITION:

Pursuant to Public Law No. 28-98: "No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam."

IMPORTANT INFORMATION: Public Law 99-603 (8 USC § 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

Submission of completed job applications authorizes the GSWA to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job-related sources from legal liability for the information provided.

POLICE AND COURT CLEARANCE: If selected for this position, your selection will be conditional pending submission of a recent police and court clearance, and taking and passing a drug test (see Drug Screening section of the announcement). The hiring department will mail a letter to you explaining these requirements. You will have five (5) business days from the postmarked date of your letter to submit police and court clearances that are no older than one (1) month from the date of your letter. The cost of the clearances is your responsibility. If you have already submitted clearances with your employment application, you will not be required to resubmit as long as they meet the date criteria above. If you do not have any conviction or conditions that would warrant rescinding the job offer, and pass the drug test you will be notified of your start date.

Chairperson, Board of Directors
GUAM SOLID WASTE AUTHORITY

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

DEPARTMENT OF ADMINISTRATION POSITION DESCRIPTION QUESTIONNAIRE INSTRUCTIONS

WHO SHOULD COMPLETE THE QUESTIONNAIRE?

- (1) The employee occupying the position (jobholder) completes the first six (I-VI) sections of the questionnaire.
- (2) The employee completes Section VII if he/she chooses to do so. If the employee decides not to complete Section VII, mark the box provided. The direct supervisor will then complete Section VII for the employee.
- (3) The direct supervisor completes Section VIII. It is to add or clarify any of the information provided by the employee/jobholder or to provide different information.
- (4) The direct supervisor completes the questionnaire for vacant positions.
- (5) Section IX is completed by the Human Resources Office.

I. JOB IDENTIFICATION:

- Position Title: Show the official (payroll) title only.
- Official Position No.: Show the official number provided in the staffing pattern for the job. Although the employee/jobholder may change from time to time, the position number does not change. It is a position management tool.
- Job Location: Show the exact location of the position within the organization.
- Direct Supervisor: Show the official position title and name of supervisor or manager to whom the jobholder must report.

II. JOB DESCRIPTION:

ESSENTIAL FUNCTIONS: These are the required job duties of the position that a qualified person must perform. Under the Americans with Disability Act, the duties are performed either with or without a "reasonable accommodation." Without one of the essential functions, the need for the job is changed.

The description of functions performed must be short, clear and correct. It should tell what is done and its purpose or why. It should not tell how it is done. The duties are specific. Do not use unclear, general statements. Do not use additional papers.

Organize and list the job functions in one of the formats selected below. Mark the format selected. The format selected is only for the purpose of organizing the description of the job. It will not determine the job's classification and pay.

- (1) Daily work assignments – proper for job functions that are repetitive and have specific work operations and procedures. List the functions beginning with the first daily work assignment and ending with the last work assignment.
- (2) Percentage of time – proper for jobs that have varied functions and responsibilities. List the functions by percentage of time spent, beginning with the highest percentage. The total % should equal 100%.
- (3) Order of importance – proper for job functions that provide levels of importance. List the functions beginning with the most important function and ending with the least important. All functions are performed, however.

NONESSENTIAL FUNCTIONS: Nonessential functions are tasks that are minor, or not required to the completion of the essential functions. In addition, nonessential functions are those that could be performed by other workers. The phrase, "performs related duties as assigned" is normally listed here.

III. MINIMUM QUALIFICATION REQUIREMENTS:

These are the minimum requirements needed to qualify for the job. They are necessary for satisfactory performance of the job's essential functions. It is not to show the employee's (jobholder's) qualifications. They are used further in the job analysis necessary for the creation of position classification standards.

Experience – Show the type and length (months or years) of experience needed by a qualified applicant to perform the essential functions of the job.

Education – Show the formal schooling or training required for a qualified applicant to perform the essential functions of the job.

DEPARTMENT OF ADMINISTRATION POSITION DESCRIPTION QUESTIONNAIRE

I. IDENTIFICATION

Official Position Title: <u>Assistant Comptroller</u>		Official Position No.: _____	
Job Location: _____			
(Department/Agency)		(Division)	(Section/Unit)
Name: _____			
Last	First	Middle Initial	
Pay Grade: _____	<input type="checkbox"/> Classified	<input checked="" type="checkbox"/> Unclassified	Position Vacant _____
Supervisor: _____		_____	
(Name of Direct Supervisor)		Title of Supervisor	

II. DESCRIPTION OF DUTIES

Duty NO. or % of Time	<p>ESSENTIAL FUNCTIONS: Organize and list duties and responsibilities that MUST be performed. List duties in one of the formats below.</p> <p>(1) The daily work assignments, beginning with the first duty and ending with the last duty for the day.</p> <p>(2) Percentage of time and show % for each (total % equals 100%).</p> <p>(3) Order of importance, beginning with the most important.</p> <p>Mark (✓ or X) one format only: <input type="checkbox"/> (1), <input type="checkbox"/> (2), <input type="checkbox"/> (3)</p>
	Creating financial statements for upper management
	Preparing monthly, quarterly and yearly financial reports
	Assisting the Comptroller with the preparation of the budget.
	Ensuring all accounting practices are in compliance with legal guidelines and established accounting principles
	Working with the company financial team to create internal controls and policies and procedures.
	Identifying solutions to discrepancies in financial records
	Assist in managing the Accounting/Budget/Scale Attendants/Cashiers personnel of GSWA.
	Assist in reviewing the maintenance of Fixed Assets and Fleet Maintenance and Repairs.
	Assist in the automation of the accounting and budget management system.
	Assist in providing financial information to independent and internal auditors.
	Assist in reviewing direct payments, journal vouchers and invoices..
	Other allied duties assigned by Comptroller, General Manager and Board Members.
	<p>NON-ESSENTIAL OR ADDITIONAL FUNCTIONS: List duties and responsibilities not listed above that may be performed, as assigned.</p>
	Prepare monthly bank reconciliations.
	Review and analyze significant delinquent accounts.
	Monitor the inventory of trash carts.
	Perform internal audit procedures.

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

III. CONTACTS: Departments, agencies and individuals you deal with during the course of your daily activities.

A. Within your department / agency. Mark (X or √) one box:		
<input checked="" type="checkbox"/> None	<input type="checkbox"/> Up to 15% of total working hours	
	<input type="checkbox"/> 15 – 50% of total working hours	<input type="checkbox"/> Over 50%
B. Outside your department / agency. Mark (X or √)		
<input checked="" type="checkbox"/> None	<input type="checkbox"/> Up to 15% of total working hours	
	<input type="checkbox"/> 15 – 50% of total working hours	<input type="checkbox"/> Over 50%

IV. SUPERVISION RECEIVED: How closely is the employee's/jobholder's work reviewed by the direct supervisor?
Mark (X or √) one correct response.

<input type="checkbox"/>	Detailed and specific instructions / procedures received or followed for each assignment.
<input type="checkbox"/>	General Supervision – Routine duties are performed with minimal supervision. Standard practices or procedures allow employee to function alone at routine work. Supervisor makes occasional check of work while in progress. Work is reviewed upon completion.
<input type="checkbox"/>	Direction – Receives guidance about general objectives in most of the tasks and projects assigned; determines methods, work sequence, scheduling and how to achieve objectives of assignments; operates within policy guidelines. (Generally applicable to skilled professionals, supervisors and managers.)
<input checked="" type="checkbox"/>	General Direction – Receives very general guidance about overall objectives; work is usually quite independent of others; operates within division or department policy guidelines, using independent judgment in achieving assigned objectives. (Generally applicable to managers / administrators in large and complex organizations and to department / agency heads and their first assistants.)

V. SUPERVISION EXERCISED: The employee/jobholder supervises other employees. List the number of employees supervised, their position titles, and a brief description of their responsibilities.

Number Supervised	Position Title	Description of Responsibilities
1	Management Analyst	Manages A/R and A/P functions
3	Accounting Technicians	Billing and Collections
3	Scalehouse Attendants	Manages scalehouses
3	Cashiers	Receives Cash at Transfer Stations

VI. EQUIPMENT: List the equipment (pickup truck, welder, crane, etc.), office machines (word processor, calculator, copying machine, etc.), or any other machines, tools or devices that are used on a regular and continuing basis. Show what percentage of the regular workday is spent using each.

TOOLS / EQUIPMENT	PERCENT (%) OF TIME FOR EACH

VII. JOB REQUIREMENTS

[] Mark (✓ or X) here if jobholder is unable to complete this section. The direct supervisor will then complete this section for the jobholder.

A. MINIMUM QUALIFICATION REQUIREMENTS: List the minimum experience and training a qualified applicant must have before employment.

1. WORK EXPERIENCE: List the general, specialized and/or supervisory / management work experience needed and how much (in months and/or years). If none, mark (✓ or X) "No work experience required."	
[] No work experience is required.	
General:	
Six (6) years of professional accounting experience and graduation from a recognized college or university with a Bachelor's degree in accounting, finance, business administration or public administration.	
Six(6) years of professional experience in accounting, auditing and (4) years of supervisory experience.	
Specialized:	
+	
Supervisor / Management:	
four (4) years of professional supervisor, management experience.	
If no work experience is required, list the knowledge, abilities and skills a qualified applicant needs before employment to perform the essential job functions.	
2. FORMAL EDUCATION OR TRAINING:	
Mark (✓ or X) the most applicable education level required.	
a. [] Below High School – Show Number of Years	
b. [] High School Graduation / GED	
c. [] Vocational / Technical School	
Show specific training that is required by this position.	
d. [] Some College	
Show number of [] Semester Hours _____ or [] Quarter Hours _____.	
Show specific courses required by the essential functions of this job.	
e. College Degree (Show major area of study required.)	
[] Associate's : _____	
[X] Bachelor's: Accounting, Finance, Business or Public Administration	
[X] Master's: _____	
[] Beyond Masters: _____	

3. CRITICAL SKILLS / EXPERTISE: List specialized skills or specialization needed to perform essential functions.
4. LICENSE, REGISTRATION OR CERTIFICATION: List possession of required license, professional registration/certification needed to perform essential functions.

B. MENTAL / VISUAL, PHYSICAL, AND ENVIRONMENTAL JOB REQUIREMENTS:

1. Mark (✓ or X) the most appropriate physical requirement(s) for the job.	
<input type="checkbox"/> Sitting	The job requires the employee to sit in a comfortable position most of the time. The employee can move about.
<input type="checkbox"/> Sitting	Employee is required to sit for extended periods or time without being able to leave the work area.
<input type="checkbox"/> Sitting/Standing/Walking	The employee is required to sit, stand, walk most of the time.
<input type="checkbox"/> Climbing	Employee is required to climb ladders or scaffolding or to climb and work in overhead areas.
<input type="checkbox"/> Lifting	Employee is required to raise or lower objects from one level to another regularly.
<input type="checkbox"/> Pulling and/or Pushing	The job requires exerting force up to _____ pounds on a regular basis to move the object to or away from the employee.
<input type="checkbox"/> Carrying	The employee is required, on a regular basis, to carry objects in his or her arms or on the shoulder(s).
<input type="checkbox"/> Reaching	The employee is regularly required to use the hands and arms to reach for objects.
<input type="checkbox"/> Stooping and Crouching	The employee is regularly required to bend forward by bending at the waist or by bending legs and spine.
<input type="checkbox"/> Crawling	Employee is required to work in a confined space and/or to crawl and move about on his or her hands and knees.
<input type="checkbox"/> Speaking	The job requires expressing ideas by the spoken word.
<input type="checkbox"/> Listening	The job requires the perception of speech or the nature of sounds in the air.
<input type="checkbox"/> Other	Describe the requirement. _____ _____ _____
2. Mark (✓ or X) the most appropriate mental / visual requirement for the job.	
<input type="checkbox"/> General Intelligence (typical requirement for machine operators, office staff, etc.)	
<input type="checkbox"/> Motor Coordination Skills (typical for automotive mechanic, painter, etc.)	
<input type="checkbox"/> Coordination of Eyes, Hands, and Feet (typical for tractor trailer driver, fire fighter, line electrician, etc.)	
<input type="checkbox"/> Verbal Intelligence (typical for counselors, customer service representatives, etc.)	
<input type="checkbox"/> Numerical Intelligence (typical for an accounting clerk, cargo checker, etc.)	

[] Other:

3. The job's most appropriate work environment and the weather exposure.

Show what percent of a typical workday is spent.
(Select one response only)

- ____ % Indoors in a comfortable temperature-controlled environment (for instance, in an office).
- ____ % Indoors in a non-temperature-controlled environment (such as an open garage, storerooms and warehouses, etc.)
- ____ % Outdoors exposed to changing weather conditions (for instance, rain, sun, wind, etc.)
- ____ % Outdoors but in an enclosed vehicle protected from extreme weather conditions.

4. Other physical working conditions

[] Mark (X or √) if none of the following is applicable.

Show what percent of a typical workday this position is exposed to:

- ____ % Air contamination (i.e., dust, fumes, smoke, toxic conditions, disagreeable odors).
- ____ % Vibration (i.e., operating jackhammer, impact wrench).
- ____ % Noise (Exposure at a level enough to cause hearing loss or fatigue).
- ____ % An improperly illuminated or awkward and confining work space.
- ____ % Working above ground level where the chance of falling exists (i.e., on ladders, rooftops, bucket trucks, scaffolding).
- ____ % Lifting or carrying items or objects. Describe item/object and weight:

- ____ % Heat. Describe source and degree of high temperature.

- ____ % Cold. Describe source and degree of cold temperature:

- ____ % Other hazards. Describe:

5. Describe the working conditions that are irregular or unusual for the job and show frequency of exposure.

[] Mark (X or √) if not applicable.

CONDITION	FREQUENCY OF EXPOSURE

Note that the Legislature has taken steps to ensure that any protected personal identifying information has been redacted or excluded in whole or in part in order to protect the privacy of any individual(s) whose information has been included as part of this transmittal.

C. Work Schedule/Hours – Mark (✓ or X) the most appropriate work schedule/hours for the job.

<input type="checkbox"/>	Regular – Standard Eight (8) hours daily, Monday – Friday
<input type="checkbox"/>	Irregular – Shift work – A 24-hour work operation.
<input type="checkbox"/>	Regular / Irregular – Overtime hours with overtime pay entitlement State Purpose and Total Hours required per pay period: _____ _____
<input type="checkbox"/>	Regular / Irregular – Overtime hours without overtime pay entitlement State Purpose and Total Hours required per pay period: _____ _____

The information given on this position is complete and correct.

Signature of Employee

Date

VIII. SUPERVISOR'S REVIEW

IMPORTANT: This Block To Be Filled Out Only By The Direct Supervisor

a.	<p>(1) Has the employee correctly stated his or her official payroll position title?</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> <p>(2) If not, what is the correct title? _____</p>								
b.	<p>(1) Are the employee's statements about the duties of his/her position and the supplementary information complete and accurate?</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> <p>(2) If not, what additions, deletions or corrections should be made? (Refer to block and page)</p> <p>_____</p> <p>_____</p> <p>_____</p>								
c.	<p>What positions under your supervision perform the same essential functions Give name and title:</p> <table style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 60%; text-align: center;">Name</th> <th style="width: 40%; text-align: center;">Title</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </tbody> </table>	Name	Title	_____	_____	_____	_____	_____	_____
Name	Title								
_____	_____								
_____	_____								
_____	_____								
d.	<p>Does this position require (mark one)</p> <div style="margin-top: 5px;"> <input type="checkbox"/> Immediate supervision on a regular basis, <input type="checkbox"/> Immediate supervision only for new/complex tasks, or <input type="checkbox"/> Little immediate supervision. </div>								
e.	<p>Does the employee participate in (mark those appropriate) the</p> <p style="text-align: center; margin-top: 5px;">Formulation, Interpretation, and/or Application of Agency/Department policy. Give examples:</p> <p>_____</p> <p>_____</p> <p>_____</p>								
f.	<p>The employee (mark one)</p> <div style="margin-top: 5px;"> <input type="checkbox"/> Performs routine, well-defined tasks, <input type="checkbox"/> Performs moderately complex tasks requiring moderate knowledge of Agency's/Department's work; or <input type="checkbox"/> Performs complex tasks requiring extensive knowledge of Agency's/Department's work. </div>								

I certify to the accuracy of the description of duties, responsibilities and organizational relationships provided herein; further, that the position is necessary to carry out government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes on the use of public funds. The false or misleading statement may constitute violations of such statutes or their implementing regulations.

Signature of Immediate Supervisor

Date

Signature of Department/Agency Head

Date

IX. Human Resources Office Review:

Date: _____

Reviewed by: _____
Position Title Name

Classification Correct: ☐ Yes ☐ No

If not, corrective action taken: (Attach copy of review made)

Approved by: _____
Human Resources Manager Date