



PORT OF GUAM

ATURIDAT I PUETTON GUAHAN

Jose D. Leon Guerrero Commercial Port

1026 Cabras Highway, Suite 201, Piti, Guam 96925

Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445

Website: www.portguam.com



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lieutenant Governor

REGULAR MEETING OF THE BOARD OF DIRECTORS

Jose D. Leon Guerrero Commercial Port

Wednesday, June 26, 2019

PAG Board Conference Room, Piti

3:00 p.m.

A G E N D A

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. May 16, 2019 – Regular Board Meeting
- III. PUBLIC COMMENTS:
 - a. Public Comments
 - b. Employee Comments
 - c. PAGGMA Association
- IV. GENERAL MANAGER'S REPORT (deferred to Old/New Business Items)
- V. OLD BUSINESS
- VI. NEW BUSINESS
 1. Union Contract – Collective Bargaining Agreement
 2. Resolution No. 2019-06 – Union Contract-Collective Bargaining Agreement
 3. FY2019 Mid-Year Budget
 4. Procurement Continuing Contracts
 5. MOU – Agat Marina Rescue Base 2
 6. Formulation of Board Working Committees
 7. DOA Circular No. 2019-019 Telecommunication and Internet Services
- VII. ADJOURNMENT



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**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, May 16, 2019**

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 3:00 p.m., Thursday, May 16, 2019. Present at the meeting were:

Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Koki, Board Secretary
Maria D.R. Taitano, Member
Anthony P. Chargualaf, Member
Rory J. Respicio, General Manager
Dominic G. Muna, Deputy General Manager, Operations
Connie Jo Shinohara, Deputy General Manager, Admin/Finance
Atty. Mike Phillips, Legal Counsel

Also present was Senator Clynt Ridgell's office-Mike Carlson; Deloitte & Touche-Lee Vensel; Daily Post-Kevin Kerrigan; Pacific Daily News-Anumita Kaur; AM Insurance-Angelica Perez; and Port Management staff.

II. APPROVAL OF MINUTES

a. **April 30, 2019 – Regular Board Meeting:** Director Koki made motion to approve the minutes of April 30, 2019 subject to correction. The motion was seconded by Director Taitano and was unanimously passed.

III. PUBLIC COMMENTS

- a. **Public Comments:** None.
- b. **Employee Comments:** None.
- c. **PAGGMA Association:** PAGGMA Vice President Steven P. Muna announced that a carwash fundraiser was held on May 4, 2019 in support of the Port's Liberation Queen candidate. In further support, a karaoke fundraiser will be held this Saturday, May 18, 2019 at the Venue. The association is also involved in the Relay for Life that is scheduled for May 24, 2019 at the GW Field. It is a GovGuam wide event in support of cancer awareness. The Port has reached its goal as an agency and has raised \$1,750.00. Another event is the annual

conference for the ATOSSCOM scheduled on July 31-August 2, 2019 that will be hosted by the Port Authority of which the association is providing its assistance where necessary. A steering committee has been put in place for purposes of planning and organizing.

IV. GENERAL MANAGER'S REPORT

(deferred to Old/New Business Items)

The General Manager mentioned that items will be presented under old and new business.

V. OLD BUSINESS

Before presenting items under old business, Director Taitano recalled that under previous management, items under old business would include pending items and does not see, for example, the item for 'Legal Services' on the agenda for the last two Board meetings. The General Manager replied that that item has been resolved by the Board in that management had requested to proceed with the issuance of a Request for Proposal for specialized legal services at the Board's prior meeting of March 29, 2019 which the Board took action authorizing management to do so. He mentioned that perhaps under the General Manager's report, those items can be presented as to its status because those items would not require Board action at this time. However, just for Board's information, the legal services is currently in the procurement process and the bid packet is being reviewed by the Attorney General's office.

Without objections and at this time, the General Manager reported updates on the following items under IV. General Manager's Report.

IV. GENERAL MANAGER'S REPORT

1. **RFP-PAG-019-005 Professional Legal Services:** As mentioned earlier, the request for proposal bid packet and scope of work is currently being reviewed by the Attorney General's office as Port legal counsel is unable to review the bid packet as he may be a potential bidder.

2. **GFT Union Agreement:** The Port's Negotiating Team and GFT representatives are nearing a consensus on the union agreement. Negotiations are being guided by the Port's Personnel Rules and Regulations (PRR) to include applicable laws. Main points of the discussion surrounded the shift work which is provided in the PRR, so if there is a vessel in port, the schedule will be a two 12 hour shift; otherwise, the schedule will be an 8 hour shift, Monday thru Friday. Overtime work against a vessel on weekends will be chargeable to the carriers. Once the negotiations are completed, the contract agreement will be presented to the Board for approval, then routed to the GFT union members to ratify, afterwards, to the Attorney General, then the Governor for further disposition. In conjunction with the union agreement with respect to the impact in labor costs, management is also looking at chargeable cost under the tariff that is recoverable.

3. **Port Modernization Plan:** As approved at the prior Board meetings, representatives of the Port Authority, GEDA as well as GSA Chief Procurement Officer is scheduled to meet with Bond Counsel on May 22-24, 2019 regarding Board Resolution No. 2019-03 that provides the way forward in the reset of the bond funded projects, such as with the

Port Admin Building project, that instead of a new building, the existing building be extended with an annex and that the \$7M be reallocated towards other projects in shoring up the waterfront generating facilities, connectivity lines, financial management, and so forth.

V. OLD BUSINESS

At this time, the members proceeded with items under old business.

1. **Board Policy Memorandum No. 2019-01 Travel Regulations:** As directed at the previous Board meeting, the General Manager presented a comparison between the existing policy to the travel regulations being proposed. The General Manager mentioned that the new proposed policy is similar to that of autonomous agencies, such as GEDA, GIAA, GPA and GWA. The policy was also developed to ensure that all employee travel, authorized personnel is consistent with the financial oversight, control and accountability of the Port. Also, to ensure there is fair treatment to all travelers authorized to attend Port and federally-funded events and training opportunities.

Upon review, the Board of Directors commented on the following:

- Ensure that travel opportunities for trainings/conferences are well and equally represented by all employees for personal growth, development and enhancement associated within their area of expertise.
- Provide list of travel for Board's information at its monthly meeting.
- As indicated in the proposed policy, management is to ensure three (3) travel quotes to include online travel services are obtained.
- Although standard per diem allowance are authorized by law in accordance with §23104, Chapter 23, Title 5, GCA at 125% for executives/boards and 130% governor/lieutenant governor, that perhaps, if possible, a baseline of 100% across the board be considered for purposes of cost savings.
- Under V. Persons Authorized to Travel at PAG Expense, that the language on section E - Consultants on page 6, be changed to reflect the same definition language on 'Consultants', page 5, section E.
- Although stated, travelers are allowed indirect travel while on official port business at the travelers expense and at no additional cost to the Port.

VI. NEW BUSINESS

1. **FY2018 Port Audit:** At this time, the members recognized the presence of Mr. Lee Vensel, Deloitte & Touche. Mr. Vensel thanked the members and said the Port Authority's report on the financial position for the year ending September 30, 2018 is an unqualified opinion, which generally means the financial statements is fairly stable. However, he pointed out that the matter involving the Guam YTK litigation indicating there are no provisions in the financial statement that has been recorded for the resolution of this issue could potentially have a material effect on port finances. The other issue is the adoption of GASB Statement No. 75 which deals with accounting and financial reporting for postemployment benefits other than pensions (OPEB). It is postemployment insurance that the Port pays to its retirees wherein according to

GASB 75, the Port would need to begin recording this liability. The implementation of this statement results in the Port's reporting of \$75M in OPEB liability.

Mr. Vensel briefly presented the following:

Statement of Net Position

- Total assets and deferred outflows of resources at \$246M from \$187M which is due to the bonds.
- Accounts receivable is down to \$5.5M from \$7M which took a positive this year on the collections.
- Restrictive cash of \$48M is due to the bonds.
- Property equipment is down by \$5M which is largely due to depreciation.
- Total current liabilities shows no significant change from last year. However, total liabilities shows \$224M from \$174M; difference of \$50M which is due from long-term debts.
- Net positions, which is equity of the Port, has decreased in capital assets by about \$13M because of depreciation as well as the investment is offset by the bond program funds.
- Restricted net asset increased by \$24M due largely in part by the bond program funds.
- Net position at end of year is at \$12M as compared to last year at \$12M, so basically it broke-even.
- Cash flow end of year is \$106M from \$39M which is largely due to the bond program funds.

As to GASB 87 pronouncement, Mr. Vensel pointed out that it deals with leases which should not have a substantial negative affect on the financial statements but will involve a fair amount of work for the Port which would require leases to be recorded on the balance sheet.

Internal Control and Compliance

- Federal grant activity has decreased from last year and there were no findings on the reporting requirements. The Port Enterprise Fund administered by MARAD has yet to close out. One other internal control is the information technology which is on the access testing. He encouraged the Port to perform access testing periodically to determine whether personnel access to certain systems and information should remain in effect or not.

Director Taitano made motion to accept the Port Authority of Guam Fiscal Year 2018 Audit as presented, seconded by Director Koki. Motion was unanimously approved.

2. **Bond Project–H-Wharf Rehabilitation Project:** The General Manager mentioned that a meeting was held on March 7, 2019 with MARAD officials and various regulatory agencies on the progress of the required permit for the H-wharf rehabilitation project. As a result, MARAD recommended that due to the additional regulatory requirement on the permitting process that the Port should shift from a categorical exclusion to an environmental assessment. Based on this, Board approval is being requested to utilize bond funds earmarked

for contingencies in the amount of \$72,985.00 subject to clarification from bond counsel on source of funds.

Director Koki made motion to authorize management to utilize bond funds earmarked for contingencies in the amount of \$72,985.00 for the environmental assessment work performed for the H-Wharf rehabilitation project, subject to bond counsel approval, and if not possible, then management is authorized to use Port funds for this purpose. Motion was seconded by the Vice Chairman and was unanimously approved.

3. **RFP-PAG-019-003 A/E Design Consulting Services for WH1, EQMR Building Upgrade & Waterline Replacement:** By way of background, six (6) firms were officially determined to have met the minimum requirement in response to the request for proposal. After careful evaluation of the proposals by the Evaluation committee, the results were finalized and the committee has determined that N.C. Macario and Associates, Inc. is the most qualified, responsive and responsible offeror. The bid documents have been reviewed and approved by legal counsel prior to bid solicitation and will continue to engage legal counsel for approval of contract to form prior to final contract execution. As a result, management requests the Board to approve the award to N.C. Macario and Associates, Inc. that has been deemed to have met all the requirements set forth in the request for proposal and is consistent with the Guam Procurement Regulations.

The Vice Chairman made motion to approve the contract award to N.C. Macario and Associates, Inc. for RFP No. PAG-019-003 A/E Design Consulting Services for WH1, EQMR Building Upgrade & Waterline Replacement, seconded by Director Chargualaf. Motion was unanimously approved.

4. **Travel Authorization Request:**
- a. Hazwoper/Hazmat Train the Trainer Seminar, June 10-14, 2019 Tampa, FL
 - b. FY2019 Annual National Homeland Security Conference, June 17-20, 2019, Phoenix, AZ (*100% federally funded*)
 - c. E0948 Situational Awareness & Common Operating Picture, Emergency Management Institute, July 22-25, 2019, Emmitsburg, MD (*100% federally funded*)
 - d. Prevention of and Response to Suicide Bombing Incidents, New Mexico Tech, July 29-August 2, 2019, Socorro, New Mexico (*100% federally funded*)

Director Chargualaf made motion to approve the travel request as presented, seconded by the Vice Chairman. Motion was unanimously approved.

At this time and without objections, the members addressed the following:

Cruise Ship Industry

The General Manager mentioned that the Vice Chairman and himself attended a meeting at GEDA regarding the cruise ship industry. In that meeting, it was mentioned that Governor Lou Leon Guerrero had established, through executive order, a working group for the cruise ship

industry and has named the Port Authority, GEDA and GVB as members. GVB was advised that the Port is expecting a passenger cruise ship vessel named Carnival Splendor that has approximately 5,000 passengers with 1,200 crew members onboard the vessel. Carnival Splendor is expected to call port on October 20, 2019. GVB was tasked with providing the hospitality experience for the passengers; and the Port, as usual, provides the security and safety. The Vice Chairman also shared in the meeting his experience at the Seatrade Cruise Global Conference that he attended on April 8-11, 2019. The General Manager said discussions also included the possibilities in having vendors available when the passenger vessel calls port.

Divisional Reports

Director Chargualaf asked that management include in the Board packet reports from Safety, Operations and Preventive Maintenance.

Legal Services Contract

Director Chargualaf asked when Port legal counsel contract expires. Ms. Connie Jo Shinohara, Deputy General Manager of Admin/Finance (DGMA) replied June 17, 2019 and in the interim, the Port will be represented by the Attorney General's office until such time the Port has a counsel in place. She mentioned that the Port should have its In-House Counsel in place soon. Director Chargualaf expressed concern that with the pending litigation cases, he wanted to ensure that the Port is well represented and felt comfortable if current counsel be retained for those issues. The DGMA said she does not believe retention of current counsel is allowable under the contract once it expires, so the procurement process to begin solicitation for professional legal services is required. She mentioned however, that she will look into the matter.

Task Force – Human Resources Issues

Director Chargualaf recalled management had established a task force on Human Resources issues and asked that it be presented at the next Board meeting if the findings have been completed.

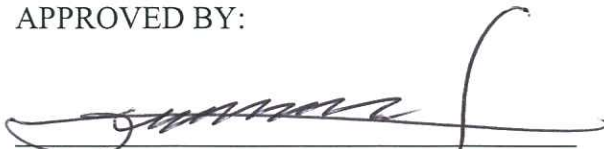
VII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Taitano and seconded by Director Koki to adjourn the meeting at 4:15 p.m. The motion was unanimously passed.



ISA MARIE C. KOKI, Board Secretary
Board of Directors

APPROVED BY:



FRANCISCO G. SANTOS, Chairman
Board of Directors





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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

June 24, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager 

SUBJECT: Collective Bargaining Agreement between Jose D. Leon Guerrero Commercial Port and Guam Federation of Teachers

Hafa Adai! We are pleased to submit for your review and disposition the Collective Bargaining Agreement (CBA) developed pursuant to the Board's motion in their regular meeting of March 29, 2019.

On November of 2012, the former Board of Directors approved the collective bargaining unit agreement as negotiated between the Guam Federation of Teachers and Jose D. Leon Guerrero Commercial Port. The agreement had stalled because of the lack of authorized signatories in order for the union and the Port to implement the provisions of the agreement.

In the Leon Guerrero-Tenorio transition report, one of the priorities and recommendations identified is Employee Issues. The report stated that "*Mutual trust and greater understanding between management and employees would need to be built and created. The key elements in any organization's operation is cooperation and not confrontation between management and employees. Port employees have expressed the desire for the following:*

- a. *improved communication;*
- b. *management awareness of employee job-related concerns;*
- c. *personal growth and development;*
- d. *enhanced decision making skills;*
- e. *increased individual power;*
- f. *improved motivation; and*
- g. *opportunities for recognition of individual improvement.*"

The recommendation to assist in accomplishing this priority was for the Port to invite the Guam Federation of Teachers to return to the negotiation table to augment the current agreement provisions to improve the work life of the employees.

Subject: Collective Bargaining Agreement between Jose D. Leon Guerrero Commercial Port and Guam Federation of Teachers

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On February 12, 2019, the Board of Directors adopted the ground rules between the Guam Federation of Teachers and Jose D. Leon Guerrero Commercial Port. Negotiations began on February 28, 2019 wherein an agreement by the negotiating team was reached on April 18, 2019. Once the agreement was formed, the negotiation teams spent the remaining days fine tuning the agreement. The agreement also included a thorough legal review, which the former Port Legal Counsel, had approved to form. Thereafter, the agreement was signed by the members of the negotiating committee on June 6, 2019.

At the outset of these negotiations, our guiding principles centered around an agreement which is consistent with the rule of law, fairness, transparency, and a structure which promotes a healthy employee/management relationship. This agreement, not only reflected these guiding principles, but also addressed the desires of the employees outlined in the transition report and as reiterated above. Furthermore, the agreement was negotiated with the mindset that the outcome must be beneficial for all of our Port employees, and not only for Port employees who are members of the Guam Federation of Teachers.

The most significant aspect of the agreement is the scheduling of shift workers under Section 4.B., Operations Personnel/Shift Workers. The agreement defined the workweek of the Operations and Maintenance employees who are involved in cargo operations. It was further agreed that when no vessel operations are in port, the employees' workday shall consist of 8 hours. It restated as written in the Personnel Rules and Regulations the workweek schedule shall be prepared and posted at least 2 weeks in advance and changes to such schedule can only be made for good cause and notification of such changes must be given to the employees at least 24 hours.

The agreement promotes a greater sense of community spirit. Under Section 4.A.1, Good Housekeeping, Page 6, provides when there is no vessel in Port and the terminal yard is secured and on normal operations, these employees will participate in clean-up efforts at Port Beach, Family Beach, other Port property, as well as, other government properties in the surrounding areas.

The agreement provides fairness and equality amongst the workers. Under Article IV of the agreement, for all Port training programs, it was agreed that seniority shall be a deciding factor in participation of such programs. Employees will be given an equal opportunity to work weekends and holidays and a volunteer list will be established for employees to sign up for weekend or holiday work in order for the Port to secure a sufficient number of manpower requirements for vessel operations in the event of a shortage.

The agreement provides a foundation in establishing mutual trust and understanding between management and the employees. Under Section 2.F., Meetings, the Port agreed to meet on a quarterly basis with the union representatives to discuss matters on how the Port and Union can better work together to help further the mission of the Port and to serve the people of Guam. The agreement also allows the Port to include in its new employee orientation package informational material regarding the union and its membership.

Subject: Collective Bargaining Agreement between Jose D. Leon Guerrero Commercial
Port and Guam Federation of Teachers

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The agreement strengthened a health employee/management relationship. Under Article 5, Health and Safety Provisions, it was agreed that the Port will work with Department of Labor in identifying those employees who may qualify for pay differential under certain hazardous work conditions. Additionally, subject to the procurement regulations, the Port is to contract services of a certified environmental company specializing in hazardous and environmental working conditions in the event that Guam Occupational Safety & Health Administrator is unable to act on the Port's request for an inspection and investigation of any existing hazardous conditions.

In addition to these significant highlights, Mr. Chairman, and members of the Board, thank you for your continued support for our Port employees.

Upon approval of the agreement by the Board, the agreement is to be transmitted to the Attorney General for his approval as to form and legality and to the Governor of Guam for her approval in accordance with Title 2, Guam Administrative Rules and Regulations.

We are especially encouraged by your resolve to ensure that our actions are employee-centered. We look forward to your expeditious review and approval of this agreement.

Attachment

PREAMBLE

The Jose D. Leon Guerrero Commercial Port Board of Directors, hereinafter referred to as the "Port," and the Guam Federation of Teachers, Local 1581, hereinafter referred to as the "Union," enter this Agreement in conformity with the Public Employee-Management Relations Act, Title IV, Chapter 10, Guam Code Annotated, and Title 2, Chapter 5, Guam Administrative Rules and Regulations, including the Rules and Regulations for the Port Operations and Maintenance Division Employees.

ARTICLE I – RECOGNITION AND DEFINITIONS

The Port recognizes the Union as the exclusive Employee Representative for the GFT Bargaining Unit, subject to and in accordance with Public Employee Management Relations Act of Guam (Title 4, Chapter 10, GCA) and Jose D. Leon Guerrero Commercial Port Personnel Rules and Regulations (Title 12, Chapter 10, GCA) and those Rules and Regulations promulgated thereunder, for Operations and Maintenance Employees (full-time or part-time status). Operations and Maintenance Employees include but are not limited to Stevedores, Winch Operators, Riggers, Cargo Checkers, Equipment Operators, Crane Operators, Mobile Equipment Dispatchers, Carpenters, Plumbers, Painters, Electricians, Refrigeration Mechanics, Heavy Equipment Mechanics, Crane Mechanics, Welders, and Preventive Maintenance Mechanics. The Employees filling these positions are members of the Bargaining Unit covered by this Agreement. Superintendents, Managerial and Unclassified employees are not members of the Bargaining Unit and this Agreement does not cover such Employees.

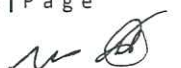
The Union agrees to represent equally and without prejudice all members of the Bargaining Unit for purpose of:

1. Consultations and/or negotiations with Port Management Officials concerning terms and conditions of their employment not otherwise fixed by law; and
2. The settlement of grievances and disputes.

ARTICLE II – UNION RIGHTS

2.A. WORKSITE VISITS, SUBJECT TO APPROVAL BY THE GENERAL MANAGER

The President of the Union or designated representatives, may visit member worksites to examine complaints pertaining to this Agreement, provided the representative(s) inform(s) the General Manager and Port Police Division, in writing



prior to such visits and provides the purpose of the visit. These written requests for worksite visits shall be approved, subject to reasonable modifications by the General Manager, of the time and date for such visits. All Union visits shall be subject to any and all applicable statutes, rules, regulations, and procedures including but not limited to procedures of the Port Police, Port safety rules and federal or maritime security procedures. The Port herein guarantees that the Union shall have a minimum of one worksite visit per quarter.

2.B. BULLETIN BOARDS

The Union may provide a bulletin board up to three feet by three feet (3'x3') in size and protruding no more than one and one-half feet (1.5') in each break room where memberships are present of a recognized collective bargaining unit. The Union may use the bulletin board for the purpose of communicating normal and usual Union business to the membership subject to OSHA regulations regarding fire and walkway access. Specific placement of such boards within a station shall be subject to the approval of the Division Head; whose approval shall not be unreasonably withheld. The officially designated Union representative(s) at the worksite shall be responsible for maintaining such board. The bulletin board may be enclosed with a Plexiglas cover to prevent damage.

2.C. PRE-SHIFT OPERATIONAL MEETINGS

Management representatives shall conduct brief pre-shift operational meetings at or near the start of each shift. These meetings should not last more than a few minutes and should cover operational and safety matters. The designated Union representative may speak during such briefings and must limit any comments to one (1) minute.

2.D. NEW MEMBER ORIENTATION

The Union will provide informational material to the Port's Human Resources Division for distribution to Port employees. The Port's distribution of such material is subject to the Port's review and approval. The Port's approval will not be unreasonably withheld. Upon the Port's approval, the Port agrees to distribute the informational material to new Operations and Maintenance Employees upon his/her appointment. The informational material may include: (a) cover letter from the Union; (b) information about the Union history and structure; (c) membership information and application; (d) contact information of the Union officers and Union Port Stewards; and (e) information



regarding Union meetings and events. The Port agrees to include this process as part of its employee orientation program.

2.E. UNION STEWARDS

The Port agrees to recognize at least one Union Steward per division, duly appointed by and acting as an agent of the Union. The duties of the Union Steward within the Port include receiving and investigating complaints and processing grievances in accordance with the terms of this Agreement and applicable laws, rules and regulations. The Union shall provide the Port with a written list of such Stewards and alternates, if any.

The Port shall permit one Union Steward per division to perform his/her duties as a Union Steward, with pay, for no more than eight (8) regular duty hours, during normal Port operations, per pay period and per occurrence. Such Union Steward duties must be approved in advance by the General Manager (which approval will not be unreasonably denied), for the purpose of handling and processing grievances. In the event the Steward is unable to utilize the allotted time within two consecutive pay periods, such balance zeros out and shall not carryover. The Human Resources division will be the timekeeper and keep track of the Union Steward's hours.

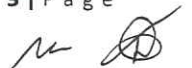
Stewards or their alternates shall obtain permission from their immediate supervisors before leaving their worksite to perform duties as a Steward (which approval will not be unreasonably denied). Upon resuming their normal duties the Steward or alternate shall notify their supervisor.

Management and Union Stewards shall maintain complete equal status while meeting to discuss any matter in order to facilitate and enhance the provision and exchange of free and open communications.

2.F. MEETINGS

The Port or Union may request a meeting with the other to discuss matters pertaining to this Agreement. A party shall respond to any such request for a meeting within seven (7) calendar days of receipt of such request. Such meeting shall occur within fourteen (14) calendar days of the response.

The Union President, the Union Chair of the Union's PAG Unit or the President's designated Union Representative shall have the right to meet with the Port's General



Manager or designee(s) to discuss matters on how Management and Labor can better work together to help further the mission of the Port to serve the people of Guam. The Port General Manager shall have the same right to meet with these Union Officials or the designated Union representative for this purpose. All meetings shall occur during normal working hours (8:00 a.m. to 5:00 p.m.) Mondays through Fridays, excluding weekends and holidays, and shall occur within a reasonable amount of time from the time and date the request is received by either the General Manager or the Union.

During any meeting between Port management and the Union, each side will be allowed the same number of participants. At all times during contract negotiations or meetings between the Parties mandated in these sections, the Parties shall treat each other as equals notwithstanding their official titles and positions within the Port Authority of Guam. Said number shall be by mutual agreement at the time of scheduling but not less than two (2) per side. The failure of either side to provide the agreed upon number shall not delay or cancel the meeting and none of the members of the other side shall be required to leave. All meetings with Port Superintendents and/or Supervisors shall occur when Union members are on duty.

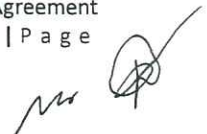
The Port and Union shall conduct mandatory quarterly meetings. The meeting schedule and said number of representatives on either side shall be consistent with Article 2.F.

The Port agrees to grant up to 2 (two) hours administrative leave for two (2) Employee Representatives (to be selected by the Union – likely their Union Chair will be one of them, at the Port) to attend PAG Board meetings. The Union shall provide the name(s) of the Union member(s) designated to attend the meeting at least forty-eight (48) hours, or more, prior to the scheduled PAG Board Meeting. The Port will designate a slot on the Agenda for Employee Participation where a designated Union Representative may speak and contribute at the PAG Board Meeting.

ARTICLE III – DUES AND MEMBERSHIP

3.A. UNION DUES

The Union is recognized by the Port as the duly recognized Labor Organization for the within described Unit of Port Employees. The Union authorizes the Port to deduct Union dues from a Member's wages. The Union shall provide the Port with signed membership forms from each Member authorizing said dues deductions from the



Member's wages. No later than the first day in September of each year, the Union shall provide the Port with the Union's Dues Scale for the fiscal year. The Port shall deduct the appropriate amount of Dues from the Union Members' pay checks and then transmit such Dues to the Union not later than seven (7) days after the relevant pay day.

The Port may charge the Union the actual cost of making Dues deductions, and if the Port elects to charge a cost it must provide the Union with justification of the actual cost within thirty (30) days on incurring such additional expenses. The Union, upon receipt of the Port's explanation of actual costs, must either dispute the billing or pay the charge within thirty (30) days of receiving the bill. If the Port passes on any cost associated with deducting Union Dues such charge shall not exceed two and one-half percent (2 ½%) of the total amount deducted.

3.B. UNION MEMBERSHIP LISTING

Management will provide the Union via email, in excel format, within thirty (30) days from the effective date of this Agreement and on the start of each fiscal year thereafter, an alphabetized list of employee names subject to this Agreement, position title, pay grade, stem and sub-step, mailing address, Union membership deduction and division and department.

ARTICLE IV – DUTIES, ASSIGNMENTS, WORKING CONDITIONS AND COMPENSATION

4.A. ASSIGNMENTS, TRANSFERS and REASSIGNMENTS

Assignments, Transfers and Reassignments shall be consistent with the Personnel Rules and Regulations as passed by Public Law 30.43. To the extent the Port maintains discretion over Employee assignments, Port Employees (classified, unclassified, short term, or contract Employees) not covered by this Agreement shall not perform any work or operation normally performed by an Employee covered by this Agreement except in temporary cases of emergency. The Port may require Employees to perform functions relating to their scope of work and in support of their work role as long as the Employee is qualified to perform such work or it is part of a training program.

In all Port Training Programs, seniority shall be the deciding factor as to all such Port Employees eligible for such training. Similarly, as to all Port on-the-job training programs or opportunities, seniority shall entitle all Port Employees, entitled to such seniority status, the first opportunity to participate in such on-the-job training.



The Port must assign all training opportunities, whether scheduled Training Programs, or On-The-Job Training opportunities, on the basis of Seniority. Those employees with the most seniority and in good standing at PAG shall be given such first preference, all other factors being equal.

Seniority for the purposes of this Agreement shall be calculated first on the number of years the Employee has worked with the Port, and in the event of a tie after this calculation, then the number of years the Employee has worked with the Government of Guam.

Employees who are directed to perform duties and responsibilities of another position due to abnormal workload or unanticipated absences will be entitled to Hazardous/Environmental Differential pay if the work they are performing is certified to be hazardous or physical hardship (environmental) duty.

For purposes of this section, the employee's immediate supervisor is required to indicate on the employee's time sheet, the date, time and the type of work the employee performed.

4.A.1 GOOD HOUSEKEEPING

The Union supports the Port's efforts of Good Housekeeping for all properties it owns and operates. The Port will schedule, during normal shift hours (day/night), members and non-members to clean designated properties. The Port will provide all the required equipment and materials to perform the cleanup.

Safety Personnel will brief employees prior to the start of the cleanup. Safety Personnel will have a sign-in sheet for the employees to sign in who attended the briefing. Safety Personnel will document the topics discussed.

The Parties acknowledge that worker's compensation covers participating employees.

4.B. OPERATIONS PERSONNEL/SHIFT WORKERS

To the extent permitted by the Personnel Rules and Regulations for Jose D. Leon Guerrero Commercial Port (as further interpreted in Port Transportation, Stevedore and Terminal Employees v. PAG, 2018 Guam 18):



The workweek of personnel directly involved in the loading and unloading of cargo is normally dependent upon vessel arrivals/departures. The workday of employees under this category normally consist of twelve (12) hour shifts during vessel operations. Normally, shift hours are from 0700 to 1900 hours, or 1900 to 0700 hours.

In the event there are no vessels in port, operation employees' workday shall consist of eight (8) hours, normally 0700 to 1600 hours for dayshift employees and 1900 to 0400 hours for night shift employees Monday through Friday in order to complete the scheduled forty (40) hour workweek. For Equipment and Facility Maintenance employees, when no vessel is in port, the employee's workday shall consist of eight (8) hours, normally 0800 to 1700 hours in order to complete the scheduled forty (40) hour workweek.

The schedule workweek for shift workers shall be prepared and prominently posted at least two (2) weeks in advance so that the employees affected will be adequately informed. Such workweek schedules shall not contain less than two (2) weeks and shall not be changed, except for good cause and provided affected employees are given at least 24 hours prior notice. Whenever possible, work schedules should permit an employee to enjoy a holiday on the day it is observed.

The Port will prominently post, at least two (2) weeks in advance, a monthly gang rotation so that the employees affected will be informed. The priority gang for each week of the month will be indicated on the Monthly Gang Rotation Posting.

Rotations from day to night shift and vice versa will be effectuated on a day of the week when no vessel is in port.

Notice of Divisional Employee Daily Work Assignments based on the Master Work Schedule will be posted Monday through Friday before 1500 hours so that employees are aware of any changes to their schedule for the next day.

The Port will utilize a priority gang rotation system so that all employees are provided an equal opportunity to work weekends and holidays. In addition, the Port will establish a Volunteer List at the start of each week for employees to sign up for weekend and holiday work in order to secure a sufficient number of workers to satisfy the Port's requirements for vessel operations in the event there is a shortage of manpower on the priority gang's rotation.

Handwritten signatures in black ink, appearing to be initials or names, located at the bottom right of the page.

In the event there are insufficient volunteers from the Volunteer List to work the weekend or the holiday, the General Manager or his designee may require employees on the priority gang to report to work. The General Manager or his designee shall consider the reason for the employee's request for a day off and the need for the employee to report to work in order to meet the Port's operational requirements.

4.B.1. CANCELLATION & COMPLETION POLICY

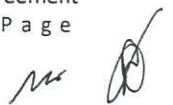
CANCELLATION PAY: Whenever employees of the Port are assigned to work on a vessel and the work assignments are cancelled prior to the commencement of work, at the start of work, or prior to completion, such employees shall be compensated for cancellation of work.

A. Cancellation Time (Prior):

1. If an employee has been properly notified of the cancellation of work, four (4) hours or more prior to a scheduled operation, he/she shall not be eligible for cancellation pay.
2. However, if an employee has been notified of a cancellation of work less than four (4) hours prior to a scheduled operation, he/she shall be entitled to two (2) hours of cancellation pay.
3. Employees who were not notified and reported to work shall be compensated two (2) hours of cancellation pay provided the following are met:
 - a. The employee must sign the daily timesheet at the main gate.
 - b. The Supervisor/Leader shall certify that the employee was not properly notified by inserting the phrase "not notified" next to the employee's name and then initialing next to it.
4. Employees who were not notified and failed to report as assigned shall not be eligible for cancellation pay.

B. Cancellation Time (During):

1. Whenever a cancellation notice is received at the start or during a scheduled operation but actual operation has not started and work is



not performed, the employee should be assigned to perform other Port work.

2. If this is not feasible, the employee released and compensated for:
 - a. four (4) hours for four or less hours of stand-by time;
 - b. eight (8) hours of stand-by time in excess of four but less than eight.

C. Cancellation Time (Completion):

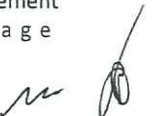
1. When the assignment is completed before the scheduled completion time, the employee shall be compensated for:
 - a. four (4) hours for four or less hours of work; or
 - b. eight (8) hours for work in excess of four but not more than eight.

If an employee is compensated under this category, a notation of **Guaranteed Shift Pay** is to be indicated on the timesheet.

ARTICLE V – HEALTH & SAFETY PROVISIONS

5.A. The Union and the Port shall, within 30 days of the execution of this Collective Bargaining Agreement by the Governor of Guam, establish a Joint Committee in cooperation with the Guam Occupational Safety and Health Administration, under the Guam Department of Labor to identify those employees who may qualify for pay differential pursuant to the Port's Personnel Rules and Regulations Section 8.800 et, seq. under the Department of Administration's Hazardous/Environmental Pay Policy and Procedure.

Subject to the Guam Procurement Rules and Regulations, the Port will contract out for services from a certified Environmental Company specializing in Hazardous and Environmental working conditions at worksites in the event the Guam Occupational Safety & Health Administrator (GOSHA) is unavailable to act on the Port's request within a reasonable time for an inspection and investigation of any existing hazardous conditions at the Port.



5.B. PERSONAL PROTECTIVE EQUIPMENT

The Parties acknowledge their intent to return to negotiations to address the provision of Personal Protective Equipment. The Parties shall commence such negotiations in good faith within 120 days from the effective date of this Agreement.

ARTICLE VI- MISCELLANEOUS PROVISIONS

6.A. BREAK AREAS

Subject to Title 10 of the Guam Code Annotated Chapter 90 also known as the Natasha Protection Act of 2005, the Port will provide three (3) "break" areas in Operations and one (1) in Maintenance where smoking is permitted. The Port agrees to locate these designated break areas within a safe and reasonable proximity to the Port employees' worksite. Any Notice of Violations issued by the United States Coast Guard Captain of the Port as a result of the designated smoking areas upkeep may result in the suspension or revocation of this privilege by the General Manager.

6.B. POSTING OF AGREEMENT

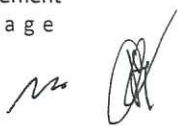
Copies of this Agreement shall be posted on both the Port and the Union web sites and on the Union bulletin boards within the Port.

6.C. EFFECTIVE DATES OF AGREEMENT

This Agreement is effective upon the approval and execution of all Parties listed below. This Agreement shall remain in effect until midnight five (5) years from the date of the last signature below ("initial term"). This Agreement shall be renewed automatically for an additional five (5) years unless one of the parties notifies the other, in writing, of its intent to terminate the Agreement at the expiration of the initial term. Should either party intend to terminate this Agreement as provided herein, such notice shall be given to the other party no later than 120 days prior to the expiration of the current term.

6.D. SEVERABILITY

If any of the provisions of this Agreement or the application of such provisions shall be found to be contrary to law, the validity of the remainder of the provisions or the validity of the application of such provisions shall not be affected thereby.

Handwritten signatures in black ink, including a stylized signature and a circular stamp or mark.

6.E. MODIFICATION OF AGREEMENT

This Agreement shall not be amended, modified, changed, altered or waived except by mutual agreement, in writing, executed by all the parties hereto. Either Party can request re-negotiation of a provision of the Agreement upon 60 days prior written notice. In the event of any such re-negotiation request, the terms and conditions of the current Rules of Negotiation shall apply except that the Parties may designate different Negotiation Teams.

7.F. ARBITRATION CLAUSE

In the event the Parties come to an impasse on any item covered by this Agreement, during its existence and any extension thereof, such impasse shall be settled through arbitration. Arbitration shall be Tripartite. Each Party shall select an arbitrator. The two selected arbitrators shall coordinate together, in good faith, to select a neutral third arbitrator. The arbitrators will determine the "rules of the arbitration" and thereby render their decision. The arbitrator's decision shall be binding on the parties, subject to Judicial Review if requested by either party. Each party shall be responsible for the fee of its own arbitrator. The fee of the third arbitrator shall be shared equally by GFT and the Port. Each Party shall be responsible for its attorneys fees.

IN WITNESS WHEREOF, the parties hereto, through their duly authorized representatives, hereby execute this Agreement on the date indicated below:

**Ratified for the Jose D. Leon
Guerrero Commercial Port
By:**

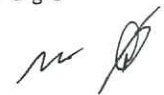
FRANCISCO G. SANTOS **Date**
Chairman, Board of Directors

**Ratified for the Guam Federation of
Teachers Union
By:**



SANJAY H. SHARMA **19 June 2019**
President **Date**

RORY J. RESPICIO **Date**
General Manager



NEGOTIATING TEAMS

For the Board:

Rory J. Respicio, Chief Negotiator: Rory J. Respicio

Dominic G. Muna, Alternate Chief Negotiator: [Signature]

Connie Jo Shinohara: [Signature]

Glenn B. Nelson: [Signature]

Ernest G. Candoleta: [Signature]

John B. Santos: [Signature]

Support Staff:

Jose B. Guevara III: [Signature]

Shawn B. Cepeda: [Signature]

Atty. Michael F. Phillips: [Signature]

For the Union:

David G. Teixeira, Chief Negotiator: [Signature]

Daniel Del Priore, Alternate Chief Negotiator: Daniel Del Priore

Jesse N. Quinata: [Signature]

Gerald F. Torres: [Signature]

Gilbert G. Santos: [Signature]

Angela M.A. Yoshida: [Signature]

Approved as to form:

[Signature]
ATTY. MICHAEL F. PHILLIPS
Port Legal Counsel

6/6/19
Date

[Signature]

Approved as to form and legality:

LEEVIN TAITANO CAMACHO, ESQ. **Date**
Attorney General of Guam

Approved:

HON. LOURDES A. LEON GUERRERO **Date**
Governor of Guam
Maga'håga Guåhan



BOARD OF DIRECTORS
Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Koki, Board Secretary
Maria D.R. Taitano, Member
Anthony P. Chargualaf, Member



Resolution No. 2019-06

RELATIVE TO APPROVING THE COLLECTIVE BARGAINING AGREEMENT FOR OPERATIONS AND MAINTENANCE EMPLOYEES OF THE JOSE D. LEON GUERRERO COMMERCIAL PORT AND GUAM FEDERATION OF TEACHERS LOCAL 1581

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE JOSE D. LEON GUERRERO COMMERCIAL PORT:

WHEREAS, the Jose D. Leon Guerrero Commercial Port's bargaining team in good faith negotiated a five-year collective bargaining agreement ("Agreement") with the Guam Federation of Teachers Local 1581, a copy of which agreement is attached to this resolution; and

WHEREAS, the Union membership ratified the tentative Agreement on June 16, 2019, and the Port's bargaining team recommends approval of the collective bargaining agreement by the Board of Directors; and

WHEREAS, in accordance with the Title 2, Guam Administrative Rules and Regulations, Chapter 5, Public Employee-Management Relations Act, Section 5105(d), such agreement shall be transmitted to the Governor of Guam for approval, which copies of the approved agreement shall be filed with Civil Service Commission, Department of Labor and Department of Administration; and

WHEREAS, on November of 2012, the former Board of Directors approved the collective bargaining unit agreement as negotiated between the Guam Federation of Teachers and Jose D. Leon Guerrero Commercial Port. The agreement had stalled because of the lack of authorized signatories in order for the union and the Port to implement the provisions of the agreement; and

WHEREAS, in the Leon Guerrero-Tenorio transition report, one of the priorities and recommendations identified is Employee Issues. The report stated that "Mutual trust and greater understanding between management and employees would need to be built and created. The key elements in any organization's operation is cooperation and not confrontation between management and employees. Port employees have expressed the desire for the following:

- a. improved communication;
- b. management awareness of employee job-related concerns;
- c. personal growth and development;
- d. enhanced decision making skills;
- e. increased individual power;
- f. improved motivation; and
- g. opportunities for recognition of individual improvement"; and

WHEREAS, the transition report recommended that the Port invite the Guam Federation of Teachers to return to the negotiation table to augment the current agreement provisions to improve the work life of the employee; and

WHEREAS, on February 12, 2019, the Board of Directors adopted the ground rules between the Guam Federation of Teachers and Jose D. Leon Guerrero Commercial Port. Negotiations began on February 28, 2019 wherein an agreement by the negotiating team was reached on April 18, 2019. Once the agreement was formed, the negotiation teams spent the remaining days fine tuning the agreement. The agreement also included a thorough legal review, which the former Port Legal Counsel, had approved to form. Thereafter, the agreement was signed by the members of the negotiating committee on June 6, 2019; and

WHEREAS, at the outset of these negotiations, the guiding principles for these negotiations centered around an agreement consistent with the rule of law, fairness, transparency, and a structure which promotes a healthy employee/management relationship; and

WHEREAS, this agreement, not only reflected these guiding principles, but also addressed the desires of the employees outlined in the transition report and as reiterated above. Furthermore, the agreement was negotiated with the mindset that the outcome must be beneficial for all of our Port employees, and not only for Port employees who are members of the Guam Federation of Teachers; and

WHEREAS, the most significant aspect of the agreement is the scheduling of shift workers under Section 4.B., Operations Personnel/Shift Workers. The agreement defined the workweek of the Operations and Maintenance employees who are involved in cargo operations. It was further agreed that when no vessel operations are in port, the employees' workday shall consist of 8 hours. It restated as written in the Personnel Rules and Regulations the workweek schedule shall be prepared and posted at least 2 weeks in advance and changes to such schedule can only be made for good cause and notification of such changes must be given to the employees at least 24 hours; and

Board Resolution No. 2019-06 - Guam Federation of Teachers – Collective Bargaining Agreement

WHEREAS, the agreement promotes a greater sense of community spirit. Under Section 4.A.1, Good Housekeeping, Page 6, provides when there is no vessel in Port and the terminal yard is secured and on normal operations, these employees will participate in clean-up efforts at Port Beach, Family Beach, other Port property, as well as, other government properties in the surrounding areas; and

WHEREAS, the agreement provides fairness and equality amongst the workers. Under Article IV of the agreement, for all Port training programs, it was agreed that seniority shall be a deciding factor in participation of such programs. Employees will be given an equal opportunity to work weekends and holidays and a volunteer list will be established for employees to sign up for weekend or holiday work in order for the Port to secure a sufficient number of manpower requirements for vessel operations in the event of a shortage; and

WHEREAS, the agreement provides a foundation in establishing mutual trust and understanding between management and the employees. Under Section 2.F., Meetings, the Port agreed to meet on a quarterly basis with the union representatives to discuss matters on how the Port and Union can better work together to help further the mission of the Port and to serve the people of Guam. The agreement also allows the Port to include in its new employee orientation package informational material regarding the union and its membership; and

WHEREAS, the agreement strengthened a health employee/employer relationship. Under Article 5, Health and Safety Provisions, it was agreed that the Port will work with Department of Labor in identifying those employees who may qualify for pay differential under certain hazardous work conditions. Additionally, subject to the procurement regulations, the Port is to contract services of a certified environmental company specializing in hazardous and environmental working conditions in the event that Guam Occupational Safety & Health Administrator is unable to act on the Port's request for an inspection and investigation of any existing hazardous conditions; now therefore be it

RESOLVED, the Board of Directors finds that in the best interest of the Port are served by formally approving the negotiated five-year collective bargaining agreement between the Jose D Leon Guerrero Commercial Port and Guam Federation of Teachers Local 1581; and

RESOLVED, that the General Manager shall transmit the collective bargaining agreement to the Attorney General for his approval as to form and legality and the Governor of Guam for her approval in accordance with Title 2, Guam Administrative Rules and Regulations; and

RESOLVED, upon the approval of the Governor, copies of the collective bargaining agreement shall be transmitted to Civil Service Commission, Department of Labor and Department of Administration; and

RESOLVED, the General Manager and his appointed designee in his absence are authorized to execute the approved collective bargaining agreement on behalf of the Port and to implement any other documents necessary to carry out the intent and purpose of said agreement and this resolution; and be it further

RESOLVED, that the Chairman certify and the Secretary attest to the adoption hereof and that a copy of the resolution, along with the approved collective bargaining agreement, be transmitted to the Attorney General for his approval as to form and legality and Governor of Guam for her final approval.

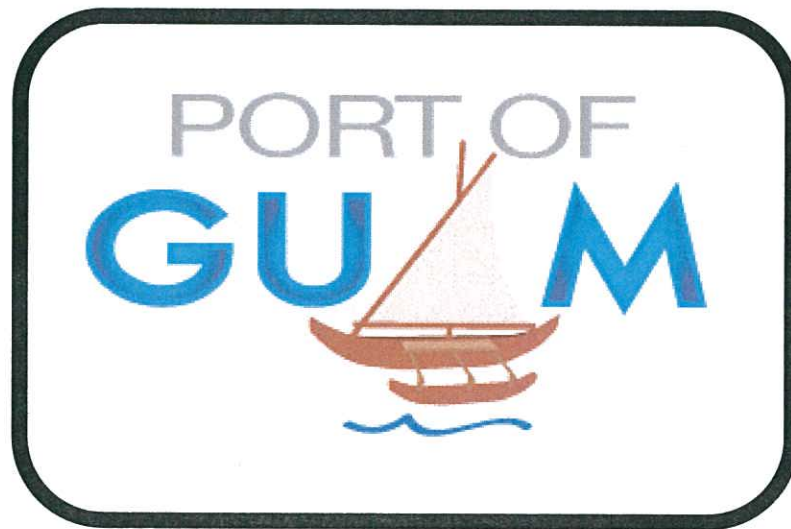
**PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF
DIRECTORS THIS 26th DAY OF JUNE, 2019.**

**FRANCISCO G. SANTOS
CHAIRMAN, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM**

**ISA MARIE C. KOKI
SECRETARY, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM**

Jose D. Leon Guerrero
Commercial Port

FY 2019
Proposed Budget



Mid-Year

To Be Reviewed by the Board of Directors

June 26, 2019 – Meeting of the Board of Directors



PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96925
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445
Website: www.portguam.com



Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

June 25, 2019

Fiscal Year 2019 Mid-Year Budget Overview

The following are events or directives that influenced the financial results of the agency during the first half of Fiscal Year 2019:

1. **Fiscal Year 2019 Approved Budget and Resolution No. 2018-05 Compensation Plan**
- The FY 2019 proposed budget and Resolution No. 2018-05 Compensation plan were approved by the Board of Directors during their regular meeting on August 28, 2018. Although the proposed FY19 budget included the FY18 actual salaries and benefits for full time employees plus the projected pay increments of \$1.0 million, the financial impact of the proposed Compensation Plan was not calculated during the budget formation process.
2. **Typhoons (Yutu and Wutip)** - During the first half of the fiscal year, there were two typhoons that affected the Port's financial results on typhoon related expenses. Due to the required expenditures during the preparation and post typhoon activities, the impact was an increased on Port's salaries, overtime, supplies and other related expenses.
3. **OSHA Crane Certification Inspection** - One of the main reasons why the Equipment Maintenance Division's operational costs increased was due to the OSHA Crane Certification inspection that occurred in the second quarter of the fiscal year. The maintenance division needed to work on repairs and maintenance of the cranes to assure the passing of the crane inspection.
4. **2018 Port Bonds** - One of the conditions in the 2018 Port Bond indenture was to use the agency's approved budget as the basis of the Bond Trustee for its monthly deposit to fund the Port's operational cost. The agency needs to operate within approved original budget amount that was submitted to the trustee before the current fiscal year began.

As a result of the events and directives mentioned, the following are the financial impacts during the first half of the fiscal year:

- Overtime expenses is tracking at \$260 thousand above the approved budget of \$1.8 million
- Salaries and benefits is projected to be over budget by \$1.9 million.
- Actual typhoon expenses were recorded at \$200 thousand during the first part of the fiscal year. The Port's budget for Natural Emergency fund is at \$50 thousand.
- Some of Maintenance division's budget on supplies and equipment to fund Port operations have been exhausted due to the events discussed.

Description	FY19 Approved Budget	FY19 Antcpd EOY(May'19)	\$ Variance	% Variance
Salary & Benefits	27,103,122	28,959,491	-1,856,369	-7%
Overtime	1,823,642	2,081,930	-258,288	-14%

* Approve budget for full-time employees salary and benefits are composed of FY18 annual salaries plus projected pay increments for FY19.

To assure that the agency operates within the total approved budget expenses, the following adjustments were done:

- Freeze hiring for certain positions this fiscal year and reduce budget of vacant positions to the last 3 months of the fiscal year. This resulted to a decrease of \$1.9 million, from \$2.4 million to \$438 thousand.
- Agency and Management fees were reduced by \$350 thousand, from \$1.1 million to \$700 thousand. Due to the reduction in the import of fuel for this fiscal year, the result was a corresponding decrease in this expense line item.
- Budget for demolition expense was reduced by \$350 thousand, from \$350 thousand to zero. Since this transaction will not materialize in FY 19, the budget was adjusted.
- Reduce budget for professional service by \$140 thousand. PAG currently working with Office of Attorney General on the RFP for Legal services, it may take around two months before an outside legal counsel can be of service. This will result into some savings on legal expenses.
- Budget for Workman's Compensation Insurance and Environmental Compliance were retained at \$150 thousand and \$200 thousand respectively. There were request to increase these line items in the mid-year. Based on the tracking of the current expense and the proposed additional expenses, the original budget is sufficient.

After the adjustments on the mid-year budget to increase certain line item expenses that are trending higher than the approved budget and decrease line item expenses based on the current statuses, the total expenses for the mid-year equals the original amount in the FY 19 Approved Budget, which is \$46,437,114.

**PORT AUTHORITY OF GUAM
JOSE D. LEON GUERRERO COMMERCIAL PORT**

**FY-2019
PROPOSED BUDGET
MID-YEAR**

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**FY-2019
PROPOSED BUDGET
GRAND SUMMARY
MID-YEAR**

DESCRIPTION	FY-2019	FY-2019	FY-2019	FY-2018	FY-2019	FY-19 Prop	FY-19 Prop
	Proposed Budget Mid-Year	Approved Budget	YTD Budget 1/31/19	YTD Actuals 1/31/19	FY-2019 Antcpd EOY	Mid-Year vs FY-19 Appr	Mid-Year vs FY-19 Antcpd EOY
1 Cargo Revenues	38,615,787	38,615,787	12,871,929	13,894,961	41,684,884	0	-3,069,097
2 Non Cargo Revenues	9,888,836	9,888,836	3,296,279	2,797,331	8,391,993	0	1,496,843
3 TOTAL REVENUES	48,504,623	48,504,623	16,168,208	16,692,292	50,076,877	0	-1,572,254
4							
5 Divisional - Salaries & Benefits							
6 Management & Employee Salaries	17,634,292	15,476,353	5,158,784	5,545,317	16,635,951	2,157,939	998,341
9 Holiday Work	270,237	128,602	42,867	97,796	293,388	141,635	-23,151
10 Sick Leave Used	624,486	480,420	160,140	208,162	624,486	144,066	0
11 Annual Leave Taken	1,376,431	1,203,923	401,308	458,810	1,376,431	172,509	0
13 Comp Time Taken	157	0	0	52	157	157	0
14 Typhoon Salaries	123,415	0	0	120,782	362,347	123,415	-238,932
16 Vacancies	325,219	1,822,015	0	0	0	-1,496,795	325,219
15 Regular Salaries	20,354,237	19,111,313	5,763,099	6,430,920	19,292,760	1,242,924	1,061,477
18 Increment 2018/Comp Adj	0	793,008	264,336	0	0	-793,008	0
20 Night Differential/Hazard Pay	608,762	597,704	199,235	202,921	608,762	11,058	0
21 Overtime	2,068,642	1,823,642	607,881	693,977	2,081,930	245,000	-13,288
22 Retirement (27.13%)	5,421,946	4,921,528	1,640,509	1,722,371	5,167,113	500,418	254,834
23 Death & Disability	88,245	102,722	34,241	25,440	76,321	-14,477	11,925
24 Hospital	1,066,126	956,315	318,772	342,452	1,027,356	109,811	38,770
25 Life	64,761	56,754	18,918	20,133	60,399	8,007	4,362
26 Dental	78,140	66,599	22,200	24,232	72,695	11,541	5,445
27 Medicare	304,018	257,325	85,775	96,852	290,555	46,693	13,462
28 Vacancy Benefits	112,489	634,597	0	0	0	-522,108	112,489
31 Increment Benefits 2018/Comp Adj	0	238,227	79,409	0	0	-238,227	0
32 SUB-TOTAL	30,167,367	29,559,734	9,034,374	9,559,297	28,677,891	607,632	1,489,475
33							
34 Other Divisional Expense							
35 Office Supplies	62,219	61,017	20,339	9,971	29,914	1,202	32,305
36 Operational Supplies	1,238,027	1,082,361	269,120	117,302	351,905	155,666	886,122
37 Gas, Diesel	405,000	480,000	226,667	130,730	392,191	-75,000	12,809
38 Equipment	493,353	493,353	164,451	46,861	140,583	0	352,770
39 Contractual	903,338	873,338	291,113	101,818	305,455	30,000	597,883
40 Miscellaneous	73,845	58,845	19,615	13,941	41,823	15,000	32,022
41 Training	75,000	100,000	33,333	5,893	17,680	-25,000	57,320
42 Travel	195,500	80,000	26,667	39,796	119,389	115,500	76,111
43 SUB-TOTAL	3,446,282	3,228,914	1,051,305	466,314	1,398,941	217,368	2,047,341
44							
45 TOTAL DIVISIONAL EXPENSE	33,613,648	32,788,648	10,085,679	10,025,611	30,076,832	825,000	3,536,816
46							
47 General Expense							
48 OTHER BENEFITS	65,000	50,000	16,667	14,573	43,718	15,000	21,282
49 OTHER PERSONNEL COSTS	245,000	245,000	81,667	36,545	109,636	0	135,364
50 COMMUNICATIONS	278,404	278,404	92,801	48,199	144,598	0	133,806
51 UTILITIES	1,866,000	1,866,000	622,000	523,256	1,569,767	0	296,233
52 GENERAL INSURANCE	2,300,000	2,300,000	766,667	923,970	2,771,911	0	-471,911
53 REPAIRS AND MAINTENANCE	137,000	137,000	45,667	119,887	359,660	0	-222,660
54 DEPRECIATION EXPENSE	5,000,000	5,000,000	1,666,667	1,666,326	4,998,979	0	1,021
55 DAMAGE, SHORTAGE, WRITEOFF	77,000	77,000	25,667	656	1,967	0	75,033
56 MISCELLANEOUS	104,500	454,500	151,500	12,474	37,422	-350,000	67,078
57 AGENCY & MANAGEMENT FEE'S	733,857	1,083,857	361,286	198,731	596,194	-350,000	137,664
58 PROFESSIONAL SERVICES	1,753,705	1,893,705	631,235	474,069	1,422,208	-140,000	331,497
59 OTHER CONTRACTUAL	263,000	263,000	87,667	-39,968	-119,904	0	382,904
61 TYPHOON EXPENSE	0	0	0	400	1,199	0	-1,199
62 SUBTOTAL GENERAL EXPENSE	12,823,466	13,648,466	4,549,489	3,979,118	11,937,354	-825,000	886,113
63							
64 GRAND TOTAL EXPENSE	46,437,114	46,437,114	14,635,168	14,004,728	42,014,185	0	4,422,929
65							
66 OPERATING INCOME/LOSS	2,067,509	2,067,509	1,533,040	2,687,564	8,062,692	0	-5,995,183
67							
68 OTHER INCOME/EXPENSE							
69 Non-Operating Expense	3,870,221	3,870,221	1,290,074	1,874,183	5,622,550	0	-1,752,329
70 Federal Reimbursements	3,126,566	2,193,156	731,052	2,472	7,415	933,410	3,119,151
71 Insurance Reimbursements	0	0	0	0	0	0	0
72 Miscellaneous Income	66,000	66,000	22,000	552,759	1,658,277	0	-1,592,277
73 TOTAL OTHER INCOME/EXPENSE	-677,655	-1,611,065	-537,022	-1,318,953	-3,956,858	933,410	3,279,202
74							
75 NET INCOME/LOSS	1,389,853	456,444	996,019	1,368,611	4,105,834	933,409	-2,715,981
76							
77 CRANE NET INCOME/LOSS	589,489	718,019	239,340				
78 TOTAL NET INCOME/LOSS	1,979,343	1,174,463	1,235,358				

**FY-2019
PROPOSED BUDGET
REVENUES
MID-YEAR**

	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/19	FY-2019 YTD Actuals 1/31/19	FY-2019 FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
CARGO REVENUES							
1 CT-Containers	21,703,045	21,703,045	7,234,348	7,764,880	23,294,640	0	-1,591,595
2 CT Breakbulk	1,265,123	1,265,123	421,708	795,933	2,387,798	0	-1,122,674
3 CT Utilized	21,702	21,702	7,234	4,885	14,654	0	7,048
5 CT Ro/Ro	557,741	557,741	185,914	198,543	595,628	0	-37,887
6 CT Devan/Stuff	96,260	96,260	32,087	33,509	100,526	0	-4,267
7 CT Heavylift	34,765	34,765	11,588	40,566	121,698	0	-86,933
8 CT Longlength	1,775	1,775	592	5,353	16,059	0	-14,284
9 OUT-OF-GAUGE CARGO	144,583	144,583	48,194	53,268	159,805	0	-15,222
10 CARGO THROUGHPUT REVENUES	23,824,994	23,824,994	7,941,665	8,896,936	26,690,808	0	-2,865,814
11							
OTHER CARGO RELATED REVENUES							
13 Lift On/Lift Off	0	0	0		0	0	0
14 BB-Rebar	0	0	0		0	0	0
15 Transshipment Container	3,175,939	3,175,939	1,058,646	765,044	2,295,131	0	880,809
16 Overstow Container	313,743	313,743	104,581	159,961	479,883	0	-166,140
17 Shifted Container	5,968	5,968	1,989	1,677	5,030	0	938
18 Rigged Container	46,977	46,977	15,659	17,902	53,705	0	-6,728
19 REEFER CNTR-PLUG/UNPLUG	139,115	139,115	46,372	46,045	138,135	0	980
20 Direct Labor Billed	3,648,323	3,648,323	1,216,108	1,311,947	3,935,840	0	-287,517
21 Equipment Rental	255,829	255,829	85,276	115,305	345,914	0	-90,085
22 Port Entry Fee&Dockage	572,141	572,141	190,714	191,610	574,830	0	-2,689
23 Wharfage	5,661,402	5,661,402	1,887,134	2,060,775	6,182,324	0	-520,922
24 Fuel Surcharge*	741,751	741,751	247,250	246,596	739,787	0	1,964
25 Maritime Security Fee*	229,604	229,604	76,535	81,166	243,497	0	-13,893
26 OTHER CARGO RELATED REVENUES	14,790,793	14,790,793	4,930,264	4,998,025	14,994,076	0	-203,283
27							
28 TOTAL CARGO REVENUES	38,615,787	38,615,787	12,871,929	13,894,961	41,684,884	0	-3,069,097
29							
30							
31							
FACILITIES REVENUES							
34 Facility Usage							
35 Facility-Usage-MOBIL	1,338,768	1,338,768	446,256	391,399	1,174,196	0	164,572
37 Facility-Usage-TRISTAR	2,726,934	2,726,934	908,978	29,520	88,560	0	2,638,374
38 Cement Thruput	114,320	114,320	38,107		0	0	114,320
39 Facility Usage	4,180,022	4,180,022	1,393,341	1,092,320	3,276,960	0	903,062
40							
41 Space Rental	1,215,854	1,215,854	405,285	405,777	1,217,330	0	-1,476
44 Lease Income-GEDA	1,066,366	1,066,366	355,455	351,752	1,055,255	0	11,111
46 Common Area Maintenance	55,750	55,750	18,583	15,451	46,352	0	9,398
47 Security Surcharge Rental	48,150	48,150	16,050	15,182	45,547	0	2,602
48							
Marina Revenues							
50 Water and Landside Activity	6,753	6,753	2,251	1,180	3,540	0	3,213
51 Gregorio D. Perez	54,448	54,448	18,149	18,602	55,806	0	-1,358
52 Agat Marina	189,027	189,027	63,009	70,344	211,032	0	-22,005
53 Marina Revenues	250,229	250,229	83,410	90,126	270,378	0	-20,149
54							
55 Harbor of Refuge	34,915	34,915	11,638	15,462	46,385	0	-11,470
56 Demurrage	2,326,758	2,326,758	775,586	700,010	2,100,029	0	226,729
57							
58 TOTAL FACILITY REVENUES	9,178,045	9,178,045	3,059,348	2,686,079	8,058,236	0	1,119,809
59							
OTHER FEES & SERVICES							
61 Claims Fee	0	0	0		0	0	0
63 Materials Used	1,375	1,375	458		0	0	1,375
64 Passenger Service	21,698	21,698	7,233	29,043	87,128	0	-65,430
66 Bunker Services	27,952	27,952	9,317	7,982	23,945	0	4,008
67 Special Services	146,472	146,472	48,824	62,936	188,808	0	-42,336
68 Elect. Power	37,930	37,930	12,643	10,842	32,526	0	5,404
69 TOTAL OTHER FEES & SERVICES	235,428	235,428	78,476	110,802	332,407	0	-96,979
70							
ADMINISTRATIVE FEES & SERVICES							
72 PAG Documentation	637	637	212		0	0	637
73 I.D. Badges	1,007	1,007	336	440	1,320	0	-313
74 Police Reports	20	20	7	10	30	0	-10
77 Violation of Regulation Penalty	0	0	0		0	0	0
79 Procurement RFD BID Packet	700	700	233		0	0	700
80 TOTAL ADMINISTRATIVE FEES & SERVICES	2,363	2,363	788	450	1,350	0	377
81							
OTHER INCOME/EXPENSE							
87							
OTHER REIMBURSEMENTS							
91 OAE Technical Services	458,000	458,000	152,667		0	0	458,000
93 Office of Highway Safety - A Dai He Hao	15,000	15,000	5,000		0	0	15,000
95 TOTAL OTHER REIMBURSEMENTS	473,000	473,000	157,667	0	0	0	473,000
96							

**FY-2019
PROPOSED BUDGET
REVENUES
MID-YEAR**

		FY-2019	FY-2019	FY-2019	FY-2019		FY-19 Prop	FY-19 Prop
	DESCRIPTION	Proposed	Approved	YTD	YTD	FY-2019	Mid-Year	Mid-Year
		Budget	Budget	Budget	Actuals	Antcpd	vs	vs
		Mid-Year		1/31/19	1/31/19	EOY	FY-19 Appr	FY-19 Antcpd
								EOY
101	TOTAL OTHER INCOME/EXPENSE	473,000	473,000	157,667	0	0	0	473,000
102								
103	TOTAL NON CARGO REVENUES	9,888,836	9,888,836	3,296,279	2,797,331	8,391,993	0	1,496,207
104								
105	TOTAL CARGO/NON-CARGO REVENUES	48,504,623	48,504,623	16,168,208	16,692,292	50,076,877	0	-1,572,891
106								
107	REIMBURSEMENTS							
108	FEDERAL REIMBURSEMENT							
109	Miscellaneous Expense	0	0	0		0	0	0
113	DOD \$50M Modernization	500,000	500,000	166,667		0	0	500,000
117	Fed Reim-DOI Fish&Wild	585,492	585,492	195,164		0	0	585,492
148	Fed Reim-HS 2014 PSGP	0	0	0		0	0	0
149	Fed Reim-HS 2015 PSGP	0	0	0		0	0	0
150	Fed Reim-HS 2016 PSGP	487,395	487,395	162,465		0	0	487,395
151	Fed Reim-HS 2017 PSGP	384,469	620,269	206,756		0	-235,800	384,469
152	Fed Reim-HS 2018 PSGP	641,106	0	0		0	641,106	641,106
153	Fed Reim-OEA Owners	0	0	0		0	0	0
161	Fed Reim-FEMA	528,104	0	0	2,472	7,415	528,104	520,689
162	Fed Reim-FEMA Typhoon	0	0	0		0	0	0
163	Fed Reim-FHWA Pipeline	0	0	0		0	0	0
165	A/P Clearing Account	0	0	0		0	0	0
166	FEDERAL REIMBURSEMENT	3,126,566	2,193,156	731,052	2,472	7,415	933,410	3,119,151
167								
168	INSURANCE SETTLEMENTS							
169	Insurance Settlement-Other	0	0	0		0	0	0
171	INSURANCE SETTLEMENTS	0	0	0	0	0	0	0
172								
173	TOTAL REIMBURSEMENTS	3,126,566	2,193,156	731,052	2,472	7,415	933,410	3,119,151
174								
175	MISCELLANEOUS INCOME							
177	Interest Income-Billing	14,500	14,500	4,833	552,759	1,658,277	0	-1,643,777
178	Interest Income-Investment	51,500	51,500	17,167		0	0	51,500
179	Miscellaneous Income	0	0	0		0	0	0
180	Gain <Loss> on Asset	0	0	0		0	0	0
181	MISCELLANEOUS INCOME	66,000	66,000	22,000	552,759	1,658,277	0	-1,592,277
182								
183								
184	GRAND TOTAL REVENUES	51,697,189	50,763,779	16,921,260	17,247,523	51,742,569	933,410	-46,017

**FY-2019
PROPOSED BUDGET
GENERAL EXPENSE
MID-YEAR**

DESCRIPTION	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/19	FY-2019 YTD Actuals 1/31/19	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
GENERAL EXPENSE							
1 OTHER BENEFITS							
2 Recognition Awards	65,000	50,000	16,667	14,573	43,718	15,000	21,282
5 TOTAL OTHER BENEFITS	65,000	50,000	16,667	14,573	43,718	15,000	21,282
6							
7 OTHER PERSONNEL COSTS							
8 Workmen's Compensation	65,000	65,000	21,667	4,138	12,415	0	52,585
9 Workmen's Compensation Insurance	150,000	150,000	50,000	26,744	80,232	0	69,768
10 Drug Program	15,000	15,000	5,000	1,595	4,785	0	10,215
11 I.D. TWIC	15,000	15,000	5,000	4,068	12,204	0	2,796
12 TOTAL OTHER PERSONNEL COSTS	245,000	245,000	81,667	36,545	109,636	0	135,364
13							
14 COMMUNICATIONS							
15 Long Distance	650	650	217	-9	-28	0	678
16 Telephone	125,754	125,754	41,918	22,136	66,409	0	59,345
17 Telephone System Maintenance	37,000	37,000	12,333	9,231	27,692	0	9,308
18 Internet Access	115,000	115,000	38,333	16,842	50,525	0	64,475
20 TOTAL COMMUNICATIONS	278,404	278,404	92,801	48,199	144,598	0	133,806
21							
22 UTILITIES							
23 Water	460,000	460,000	153,333	86,427	259,281	0	200,719
24 Power	1,260,000	1,260,000	420,000	401,712	1,205,136	0	54,864
25 Trash Removal	146,000	146,000	48,667	35,117	105,350	0	40,650
26 TOTAL UTILITIES	1,866,000	1,866,000	622,000	523,256	1,569,767	0	296,233
27							
28 GENERAL INSURANCE							
29 Insurance	2,300,000	2,300,000	766,667	923,970	2,771,911	0	-471,911
30 TOTAL GENERAL INSURANCE	2,300,000	2,300,000	766,667	923,970	2,771,911	0	-471,911
31							
32 REPAIRS AND MAINTENANCE							
33 Maintenance-PAG Gulf Pier	72,000	72,000	24,000	24,000	72,000	0	0
34 Maintenance-PAG F1 Pier	60,000	60,000	20,000	66,887	200,660	0	-140,660
35 Building Maintenance	5,000	5,000	1,667	29,000	87,000	0	-82,000
37 TOTAL REPAIRS AND MAINTENANCE	137,000	137,000	45,667	119,887	359,660	0	-222,660
38							
39 DEPRECIATION EXPENSE							
40 Depreciation	5,000,000	5,000,000	1,666,667	1,666,326	4,998,979	0	1,021
41 TOTAL DEPRECIATION EXPENSE	5,000,000	5,000,000	1,666,667	1,666,326	4,998,979	0	1,021
42							
43 DAMAGE, SHORTAGE, WRITEOFF							
44 Inventory Loss/Writ	1,500	1,500	500	656	1,967	0	-467
45 Bad Debt Writeoff	30,000	30,000	10,000		0	0	30,000
47 Penalty-Noncompliance	10,000	10,000	3,333		0	0	10,000
48 Claims Cargo Shortage	30,000	30,000	10,000		0	0	30,000
49 Claims-Legal Settlement	5,000	5,000	1,667		0	0	5,000
50 Claims-Other Damage	500	500	167		0	0	500
51 TOTAL DAMAGE, SHORTAGE, WRITEOFF	77,000	77,000	25,667	656	1,967	0	75,033
52							
53 MISCELLANEOUS							
54 Board of Director's Expense	6,500	6,500	2,167	1,570	4,710	0	1,790
55 Natural Disaster Emergency Fund	50,000	50,000	16,667		0	0	50,000
56 Demolition	0	350,000	116,667		0	-350,000	0
57 Pump Out Station	9,000	9,000	3,000		0	0	9,000
58 GPS/Track Me Guam	39,000	39,000	13,000	10,904	32,712	0	6,288
59 TOTAL MISCELLANEOUS	104,500	454,500	151,500	12,474	37,422	-350,000	67,078
60							
61 AGENCY & MANAGEMENT FEE'S							
62 Agency Fees	8,622	52,483	17,494	2,335	7,005	-43,861	1,617
63 Mobil Manager's Fee	105,412	97,296	32,432	28,546	85,638	8,116	19,774
64 Tristar Manager's Fee	619,823	934,078	311,359	167,850	503,551	-314,255	116,272
65 TOTAL AGENCY & MANAGEMENT FEE'S	733,857	1,083,857	361,286	198,731	596,194	-350,000	137,664
66							
67 PROFESSIONAL SERVICES							
68 Audit & Accounting Fees	46,000	46,000	15,333	5,000	15,000	0	31,000
71 Owner's Agent Engineer (WSP)	295,000	295,000	98,333	142,954	428,863	0	-133,863
73 Position Class, Compensation & Benefits Study	51,600	51,600	17,200	15,200	45,600	0	6,000
74 Insurance Consultants (Risk Manager)	55,820	55,820	18,607		0	0	55,820
75 PUC Consultant/Legal	150,000	150,000	50,000	-17,169	-51,507	0	201,507
76 PUC Assessment Fee	123,125	123,125	41,042	56,858	170,573	0	-47,448
80 GAS M&S	180,000	180,000	60,000		0	0	180,000
81 Legal Counsel	700,000	840,000	280,000	270,666	811,998	-140,000	-111,998
82 Bank Service Fee - BOG	2,160	2,160	720	561	1,682	0	479
86 Fire Sprinkler/Alarm Certification	150,000	150,000	50,000		0	0	150,000
87 TOTAL PROFESSIONAL SERVICES	1,753,705	1,893,705	631,235	474,069	1,422,208	-140,000	331,497
88							
89 OTHER CONTRACTUAL							
91 Equipment Rental	43,000	43,000	14,333	495	1,485	0	41,515
92 Medical Exams	20,000	20,000	6,667		0	0	20,000
93 Environmental Compliance-SWPP	200,000	200,000	66,667	-40,463	-121,389	0	321,389
94 TOTAL OTHER CONTRACTUAL	263,000	263,000	87,667	-39,968	-119,904	0	382,904
100							
101 TYPHOON EXPENSE							
105 Typhoon Preparation			0	400	599	0	-599

**FY-2019
PROPOSED BUDGET
GENERAL EXPENSE
MID-YEAR**

DESCRIPTION	FY-2019	FY-2019	FY-2019	FY-2019	FY-19 Prop	FY-19 Prop	
	Proposed Budget Mid-Year	Approved Budget	YTD Budget 1/31/19	YTD Actuals 1/31/19	FY-2019 Antcpd EOY	Mid-Year vs FY-19 Appr	Mid-Year vs FY-19 Antcpd EOY
108 TOTAL TYPHOON EXPENSE	0	0	0	400	599	0	-599
109							
110 TOTAL GENERAL EXPENSE	12,823,466	13,648,466	4,549,489	3,979,118	11,936,754	-825,000	886,712
111							
112 NON-OPERATING EXPENSE							
117							
118 INTEREST EXPENSE							
119 Miscellaneous Expense	23,000	23,000	7,667	-1,609	-4,826	0	27,826
121 Bond Interest General Expense	58,783	58,783	19,594	767,701	2,303,104	0	-2,244,321
122 Interest Expense-\$10 mil Loan SLE/Bond	0	0	0		0	0	0
124 Interest Expense-\$2 mil Loan Equipt/Bond	0	0	0		0	0	0
125 TOTAL INTEREST EXPENSE	81,783	81,783	27,261	766,092	2,298,277	0	-2,216,494
126							
127 RETIREMENT GOVT CONTRIBUTION							
128 Retirement COLA Benefits	660,000	660,000	220,000	216,000	648,000	0	12,000
129 Retirees Gov't Contribution (Med,Den,Life)	1,960,000	1,960,000	653,333	608,801	1,826,403	0	133,597
130 Retirement Supplemental Benefits	493,157	493,157	164,386	142,679	428,038	0	65,119
132 TOTAL RETIREMENT GOVT CONTRIBUTION	3,113,157	3,113,157	1,037,719	967,480	2,902,441	0	210,716
133							
134 FEDERAL EXPENSES							
135 Homeland Security	314,400	314,400	104,800	51,127	153,380	0	161,020
136 U.S. DOH-FEMA EMI	6,700	6,700	2,233	50,244	150,731	0	-144,031
137 OAE Technical Services	289,181	289,181	96,394		0	0	289,181
138 Office of Highway Safety - A Dai He Hao	15,000	15,000	5,000	1,056	3,167	0	11,834
139 TOTAL FEDERAL EXPENSES	625,281	625,281	208,427	102,426	307,277	0	318,004
140							
141 GAIN (LOSS) OM ASSET							
142 Loss on Asset Disposals	50,000	50,000	16,667	38,185	114,554	0	-64,554
143 TOTAL GAIN (LOSS) OM ASSET	50,000	50,000	16,667	38,185	114,554	0	-64,554
144							
145 TOTAL NON-OPERATING EXPENSE	3,870,221	3,870,221	1,290,074	1,874,183	5,622,550	0	-1,752,329
146							
147 TOTAL NON DIVISIONAL/GENERAL EXPENSE	16,693,687	17,518,687	5,839,562	5,853,301	17,559,304	-825,000	-865,617

**FY-2019
PROPOSED BUDGET
CRANE MAINTENANCE DIVISION
MID-YEAR**

BUSINESS UNIT: 411		SECTION: CRANE MAINTENANCE					
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Prop	FY-2019 Prop	
CLASSIFICATION/ITEM	Budget	Budget	Budget	Actuals	FY-2019	FY-2019	
	Mid-Year		1/31/19	1/31/2019	Antcpd	vs	
					EOY	FY-19 Appr	FY-19 Antcpd
						EOY	EOY
PERSONNEL SERVICES							
Management & Employee Salaries	569,179	517,476	172,492	189,726	569,179	51,703	0
Holiday Work	26,649	18,159	6,053	8,883	26,649	8,490	0
Sick Leave Used	11,262	21,892	7,297	3,754	11,262	-10,630	0
Annual Leave Taken	62,060	54,185	18,062	20,687	62,060	7,875	0
Comp Time Taken	-	0	0		0	0	0
Typhoon Salaries	16,856	0	0	5,619	16,856	16,856	0
Vacancies	31,721	106,675	35,558		0	-74,955	31,721
Regular Salaries	717,726	611,712	239,462	228,669	686,006	-661	31,721
Increment 2018/Comp Adj		28,139	9,380		0	-28,139	0
Night Differential/Hazard Pay	55,392	61,181	20,394	18,464	55,392	-5,788	0
Overtime	115,000	115,000	38,333	44,349	133,047	0	-18,047
TOTAL PERSONNEL SERVICES	919,839	922,707	307,569	291,482	874,445	-109,542	45,394
PERSONNEL BENEFITS							
Retirement (27.83%)	181,767	167,078	55,693	60,589	181,767	14,688	0
Death & Disability	2,289	2,783	928	763	2,289	-494	0
Hospital Insurance	52,282	51,129	17,043	17,427	52,282	1,153	0
Life Insurance	2,091	2,087	696	697	2,091	4	0
Dental Insurance	2,998	2,544	848	999	2,998	454	0
Medicare	12,000	10,755	3,585	4,000	12,000	1,245	0
Vacancy Benefits	11,082	38,555	12,852		0	-27,473	11,082
Increment Benefits 2018/Comp Adj		8,180	2,727		0	-8,180	0
TOTAL PERSONNEL BENEFITS	264,509	283,112	94,371	84,476	253,427	-18,603	11,082
MATERIALS & SUPPLIES							
Operational Supplies	8,000	8,000	2,667	14,155	42,466	0	-34,466
TOTAL MATERIALS & SUPPLIES	8,000	8,000	2,667	14,155	42,466	0	-34,466
CONTRACTUALS							
Engine Radiator Repairs		0	0		0	0	0
Hydraulic Hose Replacement		0	0		0	0	0
Machine Shop Services		0	0		0	0	0
Rewinding Motors & Generators		0	0		0	0	0
TOTAL CONTRACTUALS	0	0	0	0	0	0	0
Furnishing & Equipment							
Office Equipment	1,750	1,750	583		0	0	1,750
Power & Hand Tools	2,500	2,500	833		0	0	2,500
Safety Equipment	3,750	3,750	1,250		0	0	3,750
Shop Equipment	5,000	5,000	1,667		0	0	5,000
TOTAL FURNISHING & EQUIPMENT	13,000	13,000	4,333	0	0	0	13,000
DEPARTMENT TOTAL	1,205,348	1,226,819	408,940	390,113	1,170,338	-128,146	35,010

**FY-2019
PROPOSED BUDGET
DIVISIONAL EXPENSE
MID-YEAR**

SECTION	BUSINESS UNIT	FY-2019	FY-2019	FY-2019	FY-2019 YTD Actuals 1/31/19	FY-2019	FY-2019	FY-2019
		Proposed Budget Mid-Year	Approved Budget	YTD Budget 1/31/19		Antcpd EOY	Mid-Year vs FY-19 Appr	Mid-Year vs FY-19 Antcpd EOY
General Mgr/Deputy Gen. Mgr	101	1,081,200	953,664	317,888	289,801	869,402	635,776	84,262
Harbor Master	121	1,032,580	989,014	329,671	323,540	970,621	659,343	18,393
Port Police	122	3,466,769	3,247,703	1,082,568	1,088,772	3,266,315	2,165,135	-18,612
Occupational & Safety	123	733,388	673,925	224,642	206,748	620,243	449,283	53,681
Strategic Planning	145	518,621	381,086	127,029	133,292	399,875	254,057	-18,789
Public Relations/Marketing	150	97,646	93,231	31,077	28,732	86,196	62,154	7,035
Operations Manager	300	543,320	584,212	194,737	173,616	520,847	389,474	63,365
Stevedoring	310-313	4,071,803	3,885,815	1,295,272	1,349,194	4,047,583	2,590,543	-161,768
Terminal	320	3,002,325	2,687,308	895,769	993,725	2,981,174	1,791,539	-293,865
Transportation	330-333	5,651,747	5,236,977	1,745,659	1,751,797	5,255,392	3,491,318	-18,415
Maintenance	400-414,430	4,596,903	4,290,604	1,430,201	1,343,704	4,031,113	2,860,403	259,491
Facility Maintenance	420-423	2,406,297	2,312,216	770,739	673,367	2,020,101	1,541,477	292,115
Corporate Services	600	77,892	54,317	18,106	19,791	59,372	36,211	-5,055
Administrative Services	610	310,455	300,016	100,005	103,973	311,918	200,011	-11,901
Human Resources	620	585,907	485,247	161,749	151,108	453,323	323,498	31,924
Procurement/Supply	630-632	991,391	676,732	225,577	249,731	749,194	451,155	-72,462
Engineering/CIP	640	477,582	461,431	153,810	167,591	502,773	307,621	-41,342
Commercial	650	602,334	557,957	185,986	168,504	505,512	371,971	52,444
Information Technology	670	996,906	871,818	290,606	248,177	744,531	581,212	127,287
Finance	671-685,140	1,930,875	1,513,763	504,588	560,449	1,681,348	1,009,176	-167,585
Vacancies/Benefits		437,708	2,456,612		0	0	2,456,612	2,456,612
TOTAL DIVISION/SECTION EXPENSE		33,613,648	32,713,648	10,085,679	10,025,611	30,076,832	22,627,969	2,636,816

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 101		SECTION: GENERAL MANAGER'S OFFICE					
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year
CLASSIFICATION/ITEM	Budget Mid-Year	Budget	Budget 1/31/2019	Actuals 1/31/2019	EOY	vs FY-19 Appr	vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	586,299	499,265	166,422	146,470	439,411	87,034	146,888
Holiday Work	-	0	-		0	0	0
Sick Leave Used	61,300	23,041	7,680	20,433	61,300	38,259	0
Annual Leave Taken	162,574	46,465	15,488	54,191	162,574	116,109	0
Comp Time Taken	-	0	-		0	0	0
Typhoon Salaries	3,949	0	-	1,316	3,949	3,949	0
Regular Salaries	814,121	568,771	189,590	222,411	667,233	245,351	146,888
Increment 2018/Comp Adj	-	26,163	8,721		0	-26,163	0
Night Differential/Hazard Pay	-	0	-		0	0	0
Overtime	-	0	-		0	0	0
TOTAL PERSONNEL SERVICES	814,121	594,934	198,311	222,411	667,233	219,187	146,888
PERSONNEL BENEFITS							
Retirement (27.83%)	190,242	290,460	96,820	49,993	149,980	-100,218	40,262
Death & Disability	1,205	200	67	72	217	1,006	989
Hospital Insurance	12,072	12,760	4,253	2,902	8,706	-687	3,366
Life Insurance	1,082	931	310	236	709	151	373
Dental Insurance	1,168	1,053	351	239	716	115	452
Medicare	11,663	6,233	2,078	3,178	9,533	5,429	2,130
Increment Benefits 2018/Comp Adj	-	13,648	4,549		0	-13,648	0
TOTAL PERSONNEL BENEFITS	217,432	325,285	108,428	56,620	169,861	-107,853	47,571
MATERIALS & SUPPLIES							
Office Supplies	2,702	1,500	500	717	2,150	1,202	552
TOTAL MATERIALS & SUPPLIES	2,702	1,500	500	717	2,150	1,202	552
CONTRACTUALS							
Professional Services	100	100	33		0	0	100
TOTAL CONTRACTUALS	100	100	33	0	0	0	100
Furnishing & Equipment							
Office Equipment	-	0	-		0	0	0
TOTAL FURNISHING & EQUIPMENT	-	0	-	0	0	0	0
Miscellaneous							
Dues & Subscriptions	24,345	24,345	8,115	8,703	26,108	0	-1,763
Miscellaneous Others	22,500	7,500	2,500	1,350	4,050	15,000	18,450
TOTAL MISCELLANEOUS	46,845	31,845	10,615	10,053	30,158	15,000	16,687
DEPARTMENT TOTAL	1,081,200	953,664	317,888	289,801	869,402	127,536	211,798

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 121		SECTION: HARBOR MASTER DIVISION						
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year	
CLASSIFICATION/ITEM	Budget Mid-Year	Budget	Budget 1/31/2019	Actuals 1/31/2019	EOY	vs FY-19 Appr	vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	622,526	542,512	180,837	207,509	622,526	80,014	0	
Holiday Work	41,527	20,920	6,973	13,842	41,527	20,607	0	
Sick Leave Used	9,114	24,661	8,220	3,038	9,114	-15,547	0	
Annual Leave Taken	15,490	40,296	13,432	5,163	15,490	-24,806	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	8,445	0	-	8,445	25,336	8,445	-16,891	
Regular Salaries	697,103	628,390	209,463	237,998	713,994	68,714	-16,891	
Increment 2018/Comp Adj	-	28,906	9,635	-	0	-28,906	0	
Night Differential/Hazard Pay	18,428	19,425	6,475	6,143	18,428	-997	0	
Overtime	7,000	7,000	2,333	3,349	10,046	0	-3,046	
TOTAL PERSONNEL SERVICES	722,531	683,720	227,907	247,489	742,468	38,811	-19,937	
PERSONNEL BENEFITS								
Retirement (27.83%)	177,996	168,319	56,106	59,332	177,996	9,677	0	
Death & Disability	2,012	3,023	1,008	671	2,012	-1,010	0	
Hospital Insurance	31,201	28,410	9,470	10,400	31,201	2,791	0	
Life Insurance	1,903	1,899	633	634	1,903	4	0	
Dental Insurance	2,097	1,834	611	699	2,097	263	0	
Medicare	10,139	8,955	2,985	3,380	10,139	1,184	0	
Increment Benefits 2018/Comp Adj	-	8,155	2,718	-	0	-8,155	0	
TOTAL PERSONNEL BENEFITS	225,349	220,594	73,531	75,116	225,349	4,755	0	
MATERIALS & SUPPLIES								
Office Supplies	1,500	1,500	500	75	225	0	1,275	
Operational Supplies	700	700	233	580	1,740	0	-1,040	
TOTAL MATERIALS & SUPPLIES	2,200	2,200	733	655	1,965	0	235	
CONTRACTUALS								
Communication Maintenance	8,500	8,500	2,833	-	0	0	8,500	
Underwater Diving Services	64,000	64,000	21,333	-	0	0	64,000	
TOTAL CONTRACTUALS	72,500	72,500	24,167	0	0	0	72,500	
Furnishing & Equipment								
Communication Equipment	5,000	5,000	1,667	-	0	0	5,000	
Office Equipment	5,000	5,000	1,667	280	840	0	4,160	
TOTAL FURNISHING & EQUIPMENT	10,000	10,000	3,333	280	840	0	9,160	
DEPARTMENT TOTAL	1,032,580	989,014	329,671	323,540	970,621	43,566	61,959	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 122		SECTION: PORT POLICE DIVISION						
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year	
CLASSIFICATION/ITEM	Budget	Budget	Budget	Actuals	EOY	vs	vs	
	Mid-Year		1/31/2019	1/31/2019		FY-19 Appr	FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	1,776,258	1,643,712	547,904	592,086	1,776,258	132,546	0	
Holiday Work	68,231	53,231	17,744	30,461	91,382	15,000	-23,151	
Sick Leave Used	31,012	36,825	12,275	10,337	31,012	-5,813	0	
Annual Leave Taken	139,501	111,940	37,313	46,500	139,501	27,561	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	19,736	0	-	19,736	59,207	19,736	-39,471	
Regular Salaries	2,034,739	1,845,708	615,236	699,120	2,097,361	189,031	-62,622	
Increment 2018/Comp Adj	-	84,903	28,301	-	0	-84,903	0	
Night Differential/Hazard Pay	69,458	52,642	17,547	23,153	69,458	16,815	0	
Overtime	350,000	300,000	100,000	119,026	357,079	50,000	-7,079	
TOTAL PERSONNEL SERVICES	2,454,196	2,283,253	761,084	841,299	2,523,898	170,943	-69,701	
PERSONNEL BENEFITS								
Retirement (27.83%)	522,958	476,748	158,916	174,319	522,958	46,210	0	
Death & Disability	13,301	13,933	4,644	4,434	13,301	-632	0	
Hospital Insurance	133,999	115,609	38,536	44,666	133,999	18,390	0	
Life Insurance	6,428	5,718	1,906	2,143	6,428	710	0	
Dental Insurance	10,338	8,879	2,960	3,446	10,338	1,459	0	
Medicare	35,547	30,242	10,081	11,849	35,547	5,306	0	
Increment Benefits 2018/Comp Adj	-	23,322	7,774	-	0	-23,322	0	
TOTAL PERSONNEL BENEFITS	722,572	674,450	224,817	240,857	722,572	48,122	0	
MATERIALS & SUPPLIES								
Office Supplies	5,000	5,000	1,667	857	2,571	0	2,429	
Operational Supplies	150,000	150,000	50,000	5,758	17,274	0	132,726	
TOTAL MATERIALS & SUPPLIES	155,000	155,000	51,667	6,615	19,845	0	135,155	
CONTRACTUALS								
Professional Services	125,000	125,000	41,667	-	0	0	125,000	
TOTAL CONTRACTUALS	125,000	125,000	41,667	0	0	0	125,000	
Furnishing & Equipment								
Office Equipment	5,000	5,000	1,667	-	0	0	5,000	
Safety Equipment	5,000	5,000	1,667	-	0	0	5,000	
TOTAL FURNISHING & EQUIPMENT	10,000	10,000	3,333	0	0	0	10,000	
DEPARTMENT TOTAL	3,466,769	3,247,703	1,082,568	1,088,772	3,266,315	219,066	200,454	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 123		SECTION: OCCUPATIONAL HEALTH AND SAFETY DIVISION					
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year
CLASSIFICATION/ITEM	Budget	Budget	Budget	Actuals	EOY	vs	vs
	Mid-Year		1/31/2019	1/31/2019		FY-19 Appr	FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	337,397	277,987	92,662	106,767	320,301	59,410	17,096
Holiday Work	6,249	3,754	1,251	2,083	6,249	2,495	0
Sick Leave Used	2,450	6,305	2,102	817	2,450	-3,855	0
Annual Leave Taken	11,396	21,802	7,267	3,799	11,396	-10,406	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	3,457	0	-	3,457	10,372	3,457	-6,915
Regular Salaries	360,950	309,848	103,283	116,923	350,769	51,103	10,181
Increment 2018/Comp Adj	-	14,253	4,751	-	0	-14,253	0
Night Differential/Hazard Pay	7,546	5,603	1,868	2,515	7,546	1,943	0
Overtime	25,000	10,000	3,333	6,977	20,931	15,000	4,069
TOTAL PERSONNEL SERVICES	393,497	339,704	113,235	126,416	379,247	53,793	14,250
PERSONNEL BENEFITS							
Retirement (27.83%)	95,315	86,871	28,957	31,717	95,152	8,444	163
Death & Disability	1,064	895	298	169	508	169	557
Hospital Insurance	18,156	17,935	5,978	6,031	18,094	221	62
Life Insurance	1,223	1,128	376	383	1,148	95	75
Dental Insurance	1,495	1,171	390	416	1,247	324	248
Medicare	5,311	4,682	1,561	1,770	5,311	629	0
Increment Benefits 2018/Comp Adj	-	4,211	1,404	-	0	-4,211	0
TOTAL PERSONNEL BENEFITS	122,564	116,893	38,964	40,486	121,459	5,671	1,104
MATERIALS & SUPPLIES							
Office Supplies	4,967	4,967	1,656	790	2,370	0	2,597
Operational Supplies	28,361	28,361	9,454	4,650	13,949	0	14,412
Operational Supplies Environmental	75,000	75,000	25,000	-	0	0	75,000
TOTAL MATERIALS & SUPPLIES	108,328	108,328	36,109	5,440	16,319	0	92,009
Furnishing & Equipment							
Office Equipment	-	0	-	-	0	0	0
Safety Equipment	107,000	107,000	35,667	34,406	103,218	0	3,782
Shop Equipment	-	-	-	-	0	0	0
TOTAL FURNISHING & EQUIPMENT	107,000	107,000	35,667	34,406	103,218	0	3,782
Miscellaneous							
Dues & Subscriptions	2,000	2,000	667	-	0	0	2,000
TOTAL MISCELLANEOUS	2,000	2,000	667	0	0	0	2,000
DEPARTMENT TOTAL	733,388	673,925	224,642	206,748	620,243	59,464	113,145

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 145		SECTION: STRATEGIC PLANNING DIVISION					
OBJECT	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	382,344	252,694	84,231	98,125	294,376	129,650	87,968
Holiday Work	-	0	-	-	0	0	0
Sick Leave Used	4,248	3,480	1,160	1,416	4,248	768	0
Annual Leave Taken	4,312	16,034	5,345	1,437	4,312	-11,722	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	966	0	-	966	2,899	966	-1,933
Regular Salaries	391,871	272,209	90,736	101,945	305,836	119,662	86,035
Increment 2018/Comp Adj	-	12,522	4,174	-	0	-12,522	0
Night Differential/Hazard Pay	-	0	-	-	0	0	0
Overtime	-	0	-	-	0	0	0
TOTAL PERSONNEL SERVICES	391,871	284,730	94,910	101,945	305,836	107,141	86,035
PERSONNEL BENEFITS							
Retirement (27.83%)	107,680	76,118	25,373	27,856	83,567	31,561	24,112
Death & Disability	1,144	746	249	52	156	398	989
Hospital Insurance	6,891	6,856	2,285	1,175	3,525	35	3,366
Life Insurance	974	569	190	200	601	405	373
Dental Insurance	872	797	266	140	420	75	452
Medicare	4,989	3,411	1,137	1,238	3,713	1,578	1,276
Increment Benefits 2018/Comp Adj	-	3,658	1,219	-	0	-3,658	0
TOTAL PERSONNEL BENEFITS	122,550	92,155	30,718	30,661	91,983	30,395	30,567
MATERIALS & SUPPLIES							
Office Supplies	1,500	1,500	500	111	332	0	1,168
Operational Supplies	800	800	267	375	1,125	0	-325
TOTAL MATERIALS & SUPPLIES	2,300	2,300	767	486	1,457	0	843
Furnishing & Equipment							
Office Equipment	1,600	1,600	533	200	599	0	1,001
Safety Equipment	300	300	100	-	0	0	300
TOTAL FURNISHING & EQUIPMENT	1,900	1,900	633	200	599	0	1,301
DEPARTMENT TOTAL	518,621	381,086	127,029	133,292	399,875	137,535	118,746

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 150		SECTION: MARKETING/PUBLIC RELATIONS DIVISION							
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY		
PERSONNEL SERVICES									
Management & Employee Salaries	46,725	43,004	14,335	15,575	46,725	3,721	0		
Holiday Work	-	0	-		0	0	0		
Sick Leave Used	451	800	267	150	451	-349	0		
Annual Leave Taken	5,859	3,454	1,151	1,953	5,859	2,405	0		
Comp Time Taken	-	0	-		0	0	0		
Typhoon Salaries	150	0	-	150	451	150	-300		
Regular Salaries	53,185	47,258	15,753	17,828	53,485	5,927	-300		
Increment 2018/Comp Adj	-	2,174	725		0	-2,174	0		
Night Differential/Hazard Pay	-	0	-		0	0	0		
Overtime	-	0	-		0	0	0		
TOTAL PERSONNEL SERVICES	53,185	49,432	16,477	17,828	53,485	3,753	-300		
PERSONNEL BENEFITS									
Retirement (27.83%)	14,577	13,176	4,392	4,859	14,577	1,401	0		
Death & Disability	-	200	67		0	-200	0		
Hospital Insurance	1,292	1,267	422	431	1,292	24	0		
Life Insurance	193	190	63	64	193	4	0		
Dental Insurance	209	204	68	70	209	5	0		
Medicare	690	628	209	230	690	62	0		
Increment Benefits 2018/Comp Adj	-	635	212		0	-635	0		
TOTAL PERSONNEL BENEFITS	16,961	16,299	5,433	5,654	16,961	661	0		
MATERIALS & SUPPLIES									
Office Supplies	1,500	1,500	500		0	0	1,500		
TOTAL MATERIALS & SUPPLIES	1,500	1,500	500	0	0	0	1,500		
CONTRACTUALS									
Other Contractual Services	25,000	25,000	8,333	5,250	15,750	0	9,250		
TOTAL CONTRACTUALS	25,000	25,000	8,333	5,250	15,750	0	9,250		
Furnishing & Equipment									
Office Equipment	1,000	1,000	333		0	0	1,000		
TOTAL FURNISHING & EQUIPMENT	1,000	1,000	333	0	0	0	1,000		
DEPARTMENT TOTAL	97,646	93,231	31,077	28,732	86,196	4,414	11,450		

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 300		SECTION: OPERATIONS MANAGER						
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year	
CLASSIFICATION/ITEM	Budget Mid-Year	Budget	Budget 1/31/2019	Actuals 1/31/2019	EOY	vs FY-19 Appr	vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	344,515	348,652	116,217	114,838	344,515	-4,137	0	
Holiday Work	-	0	-		0	0	0	
Sick Leave Used	18,163	21,799	7,266	6,054	18,163	-3,637	0	
Annual Leave Taken	28,304	32,944	10,981	9,435	28,304	-4,640	0	
Comp Time Taken	-	0	-		0	0	0	
Typhoon Salaries	1,074	0	-	1,074	3,222	1,074	-2,148	
Regular Salaries	392,056	403,396	134,465	131,401	394,204	-11,340	-2,148	
Increment 2018/Comp Adj	-	18,556	6,185		0	-18,556	0	
Night Differential/Hazard Pay	-	0	-		0	0	0	
Overtime	-	0	-		0	0	0	
TOTAL PERSONNEL SERVICES	392,056	421,952	140,651	131,401	394,204	-29,897	-2,148	
PERSONNEL BENEFITS								
Retirement (27.83%)	106,897	111,826	37,275	35,632	106,897	-4,929	0	
Death & Disability	-	781	260		0	-781	0	
Hospital Insurance	10,452	10,067	3,356	3,484	10,452	385	0	
Life Insurance	967	949	316	322	967	18	0	
Dental Insurance	616	602	201	205	616	14	0	
Medicare	3,080	3,477	1,159	1,027	3,080	-398	0	
Increment Benefits 2018/Comp Adj	-	5,304	1,768		0	-5,304	0	
TOTAL PERSONNEL BENEFITS	122,012	133,006	44,335	40,671	122,012	-10,995	0	
MATERIALS & SUPPLIES								
Office Supplies	200	200	67	59	178	0	22	
TOTAL MATERIALS & SUPPLIES	200	200	67	59	178	0	22	
Furnishing & Equipment								
Office Equipment	28,459	28,459	9,486	1,437	4,311	0	24,148	
Safety Equipment	594	594	198	47	142	0	452	
TOTAL FURNISHING & EQUIPMENT	29,053	29,053	9,684	1,484	4,453	0	24,600	
DEPARTMENT TOTAL	543,320	584,212	194,737	173,616	520,847	-40,891	22,474	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 310-313		SECTION: STEVEDORING DIVISON						
OBJECT	FY-2019	FY-2019	FY-2019	FY-2019		FY-19 Prop	FY-19 Prop	
CLASSIFICATION/ITEM	Proposed	Approved	YTD	YTD	FY-2019	Mid-Year	Mid-Year	
	Budget	Budget	Budget	Actuals	Antcpd	vs	vs	
	Mid-Year		1/31/2019	1/31/2019	EOY	FY-19 Appr	FY-19 Antcpd	
							EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	2,260,492	2,163,325	721,108	719,433	2,158,299	97,166	102,192	
Holiday Work	32,607	9,774	3,258	10,869	32,607	22,834	0	
Sick Leave Used	95,686	93,808	31,269	31,895	95,686	1,878	0	
Annual Leave Taken	213,335	163,371	54,457	71,112	213,335	49,965	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	13,673	0	-	13,673	41,020	13,673	-27,347	
Regular Salaries	2,615,794	2,430,278	810,093	846,983	2,540,948	185,516	74,846	
Increment 2018/Comp Adj		111,793	37,264		0	-111,793	0	
Night Differential/Hazard Pay	157,705	156,119	52,040	52,568	157,705	1,586	0	
Overtime	345,000	250,000	83,333	144,021	432,063	95,000	-87,063	
TOTAL PERSONNEL SERVICES	3,118,499	2,948,190	982,730	1,043,572	3,130,716	170,309	-12,217	
PERSONNEL BENEFITS								
Retirement (27.83%)	711,057	674,550	224,850	227,682	683,046	36,507	28,011	
Death & Disability	15,133	20,453	6,818	4,715	14,145	-5,320	989	
Hospital Insurance	155,123	145,295	48,432	50,586	151,757	9,828	3,366	
Life Insurance	8,928	8,188	2,729	2,852	8,555	741	373	
Dental Insurance	11,310	9,940	3,313	3,619	10,858	1,370	452	
Medicare	44,253	38,881	12,960	14,257	42,771	5,372	1,482	
Increment Benefits 2018/Comp Adj	-	32,818	10,939		0	-32,818	0	
TOTAL PERSONNEL BENEFITS	945,804	930,125	310,042	303,711	911,132	15,679	34,672	
MATERIALS & SUPPLIES								
Office Supplies	1,000	1,000	333	81	243	0	757	
Operational Supplies	5,000	5,000	1,667	1,611	4,834	0	166	
TOTAL MATERIALS & SUPPLIES	6,000	6,000	2,000	1,692	5,077	0	923	
Furnishing & Equipment								
Safety Equipment	1,500	1,500	500	219	657	0	843	
TOTAL FURNISHING & EQUIPMENT	1,500	1,500	500	219	657	0	843	
DEPARTMENT TOTAL	4,071,803	3,885,815	1,295,272	1,349,194	4,047,583	185,988	24,221	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 320		SECTION: TERMINAL DIVISION						
OBJECT	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	1,739,807	1,460,675	486,892	569,805	1,709,416	279,132	30,391	
Holiday Work	40,807	13,301	4,434	13,602	40,807	27,507	0	
Sick Leave Used	45,133	45,209	15,070	15,044	45,133	-76	0	
Annual Leave Taken	115,858	118,862	39,621	38,619	115,858	-3,004	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	10,552	0	-	10,552	31,655	10,552	-21,103	
Regular Salaries	1,952,157	1,638,047	546,016	647,623	1,942,869	314,110	9,288	
Increment 2018/Comp Adj		75,350	25,117		0	-75,350	0	
Night Differential/Hazard Pay	53,512	50,373	16,791	17,837	53,512	3,139	0	
Overtime	288,000	288,000	96,000	99,437	298,312	0	-10,312	
TOTAL PERSONNEL SERVICES	2,293,669	2,051,770	683,923	764,898	2,294,693	241,899	-1,024	
PERSONNEL BENEFITS								
Retirement (27.83%)	533,327	453,923	151,308	174,999	524,997	79,404	8,330	
Death & Disability	8,386	10,927	3,642	2,631	7,892	-2,541	494	
Hospital Insurance	107,019	95,615	31,872	35,112	105,336	11,404	1,683	
Life Insurance	7,193	6,205	2,068	2,336	7,007	988	186	
Dental Insurance	7,374	6,450	2,150	2,383	7,148	924	226	
Medicare	30,656	25,658	8,553	10,072	30,216	4,999	441	
Increment Benefits 2018/Comp Adj	-	22,061	7,354		0	-22,061	0	
TOTAL PERSONNEL BENEFITS	693,956	620,838	206,946	227,532	682,595	73,118	11,360	
MATERIALS & SUPPLIES								
Office Supplies	6,000	6,000	2,000	727	2,181	0	3,819	
Operational Supplies	7,500	7,500	2,500	516	1,549	0	5,951	
TOTAL MATERIALS & SUPPLIES	13,500	13,500	4,500	1,244	3,731	0	9,770	
Furnishing & Equipment								
Safety Equipment	1,200	1,200	400	51	154	0	1,046	
TOTAL FURNISHING & EQUIPMENT	1,200	1,200	400	51	154	0	1,046	
DEPARTMENT TOTAL	3,002,325	2,687,308	895,769	993,725	2,981,174	315,016	21,151	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 330-333		SECTION: TRANSPORTATION DIVISION					
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	2,742,317	2,486,081	828,694	860,068	2,580,203	256,236	162,115
Holiday Work	55,265	20,000	6,667	18,422	55,265	35,265	0
Sick Leave Used	132,927	70,327	23,442	44,309	132,927	62,601	0
Annual Leave Taken	219,261	185,993	61,998	73,087	219,261	33,268	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	23,954	0	-	23,954	71,861	23,954	-47,907
Regular Salaries	3,173,724	2,762,401	920,800	1,019,839	3,059,517	411,323	114,207
Increment 2018/Comp Adj	-	127,070	42,357	-	0	-127,070	0
Night Differential/Hazard Pay	172,875	167,406	55,802	57,625	172,875	5,469	0
Overtime	702,642	662,642	220,881	198,285	594,854	40,000	107,788
TOTAL PERSONNEL SERVICES	4,049,241	3,719,519	1,239,840	1,275,748	3,827,245	329,722	221,995
PERSONNEL BENEFITS							
Retirement (27.83%)	892,837	804,552	268,184	282,801	848,402	88,285	44,436
Death & Disability	16,172	17,488	5,829	4,896	14,689	-1,317	1,483
Hospital Insurance	196,341	168,417	56,139	63,764	191,292	27,923	5,049
Life Insurance	10,852	9,485	3,162	3,431	10,293	1,367	559
Dental Insurance	13,965	11,399	3,800	4,429	13,287	2,566	678
Medicare	54,340	48,859	16,286	17,330	51,989	5,481	2,351
Increment Benefits 2018/Comp Adj	-	39,257	13,086	-	0	-39,257	0
TOTAL PERSONNEL BENEFITS	1,184,507	1,099,459	366,486	376,651	1,129,952	85,048	54,555
MATERIALS & SUPPLIES							
Office Supplies	2,000	2,000	667	420	1,261	0	739
Operational Supplies	1,000	1,000	333	305	916	0	84
Gas	120,000	120,000	40,000	21,598	64,794	0	55,206
Diesel	285,000	285,000	95,000	76,595	229,784	0	55,216
TOTAL MATERIALS & SUPPLIES	408,000	408,000	136,000	98,918	296,755	0	111,245
Furnishing & Equipment							
Safety Equipment	10,000	10,000	3,333	480	1,440	0	8,560
TOTAL FURNISHING & EQUIPMENT	10,000	10,000	3,333	480	1,440	0	8,560
DEPARTMENT TOTAL	5,651,747	5,236,977	1,745,659	1,751,797	5,255,392	414,770	396,355

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 400-414,430		SECTION: MAINTENANCE DIVISION					
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	2,297,070	2,112,393	704,131	757,318	2,271,953	184,677	25,117
Holiday Work	3,065	2,053	684	1,022	3,065	1,012	0
Sick Leave Used	74,560	69,445	23,148	24,853	74,560	5,114	0
Annual Leave Taken	164,573	178,383	59,461	54,858	164,573	-13,809	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	19,204	0	-	19,204	57,611	19,204	-38,407
Regular Salaries	2,558,472	2,362,274	787,425	857,254	2,571,762	196,197	-13,290
Increment 2018/Comp Adj	-	108,665	36,222	-	0	-108,665	0
Night Differential/Hazard Pay	113,255	132,207	44,069	37,752	113,255	-18,952	0
Overtime	180,000	135,000	45,000	51,726	155,178	45,000	24,822
TOTAL PERSONNEL SERVICES	2,851,727	2,738,145	912,715	946,732	2,840,195	113,581	11,532
PERSONNEL BENEFITS							
Retirement (27.83%)	709,735	659,446	219,815	234,284	702,851	50,289	6,885
Death & Disability	7,704	11,664	3,888	2,403	7,209	-3,960	494
Hospital Insurance	145,195	126,963	42,321	47,837	143,512	18,232	1,683
Life Insurance	8,398	7,850	2,617	2,737	8,211	548	186
Dental Insurance	9,784	8,930	2,977	3,186	9,558	854	226
Medicare	34,694	31,808	10,603	11,443	34,330	2,887	364
Increment Benefits 2018/Comp Adj	-	31,798	10,599	-	0	-31,798	0
TOTAL PERSONNEL BENEFITS	915,510	878,459	292,820	301,891	905,672	37,051	9,838
MATERIALS & SUPPLIES							
Office Supplies	2,500	2,500	833	207	622	0	1,878
Operational Supplies	355,000	355,000	118,333	48,753	146,259	0	208,741
Operational Supplies Toplifter	355,666	200,000	66,667	32,538	97,613	155,666	258,053
TOTAL MATERIALS & SUPPLIES	713,166	557,500	185,833	81,498	244,494	155,666	468,671
CONTRACTUALS							
Air Conditioning Repair	15,000	15,000	5,000	1,365	4,095	0	10,905
Hydraulic Hose Replacement	15,000	15,000	5,000	2,730	8,191	0	6,809
Machine Shop Services	5,000	5,000	1,667	-	0	0	5,000
Starter & Alternator Services	15,000	15,000	5,000	1,570	4,710	0	10,290
Tire Repairs	15,000	15,000	5,000	2,644	7,931	0	7,069
Windshield Glass Repairs	5,000	5,000	1,667	-	0	0	5,000
TOTAL CONTRACTUALS	70,000	70,000	23,333	8,309	24,926	0	45,074
Furnishing & Equipment							
Office Equipment	5,250	5,250	1,750	-	0	0	5,250
Power & Hand Tools	10,000	10,000	3,333	1,533	4,598	0	5,403
Safety Equipment	11,250	11,250	3,750	3,743	11,228	0	22
Shop Equipment	20,000	20,000	6,667	-	0	0	20,000
TOTAL FURNISHING & EQUIPMENT	46,500	46,500	15,500	5,275	15,826	0	30,674
DEPARTMENT TOTAL	4,596,903	4,290,604	1,430,201	1,343,704	4,031,113	306,299	565,790

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 420-423		SECTION: FACILITY DIVISION						
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Prop	FY-19 Prop	FY-19 Prop	
CLASSIFICATION/ITEM	Budget	Budget	Budget	Actuals	FY-2019 Antcpd	vs FY-19 Appr	vs FY-19 Antcpd	
	Mid-Year		1/31/2019	1/31/2019	EOY		EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	1,151,318	1,037,629	345,876	356,162	1,068,486	113,689	82,832	
Holiday Work	6,526	4,020	1,340	2,175	6,526	2,506	0	
Sick Leave Used	41,402	34,538	11,513	13,801	41,402	6,864	0	
Annual Leave Taken	102,147	92,558	30,853	34,049	102,147	9,589	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	6,555	0	-	6,555	19,666	6,555	-13,111	
Regular Salaries	1,307,949	1,168,746	389,582	412,743	1,238,228	139,203	69,721	
Increment 2018/Comp Adj		53,762	17,921		0	-53,762	0	
Night Differential/Hazard Pay	15,715	13,808	4,603	5,238	15,715	1,907	0	
Overtime	80,000	80,000	26,667	36,914	110,743	0	-30,743	
TOTAL PERSONNEL SERVICES	1,403,664	1,316,316	438,772	454,895	1,364,686	87,348	38,978	
PERSONNEL BENEFITS								
Retirement (27.83%)	355,687	325,462	108,487	110,994	332,983	30,225	22,704	
Death & Disability	8,337	9,721	3,240	2,285	6,854	-1,384	1,483	
Hospital Insurance	95,897	106,097	35,366	30,283	90,848	-10,200	5,049	
Life Insurance	5,638	5,223	1,741	1,693	5,079	415	559	
Dental Insurance	6,311	5,256	1,752	1,878	5,633	1,055	678	
Medicare	19,662	17,275	5,758	6,154	18,461	2,388	1,201	
Increment Benefits 2018/Comp Adj	-	15,766	5,255		0	-15,766	0	
TOTAL PERSONNEL BENEFITS	491,533	484,800	161,600	153,286	459,859	6,733	31,674	
MATERIALS & SUPPLIES								
Office Supplies	1,500	1,500	500	61	182	0	1,318	
Operational Supplies	249,000	249,000	83,000	54,753	164,259	0	84,741	
TOTAL MATERIALS & SUPPLIES	250,500	250,500	83,500	54,814	164,441	0	86,059	
CONTRACTUALS								
Professional Services	60,900	60,900	20,300	6,900	20,701	0	40,199	
TOTAL CONTRACTUALS	60,900	60,900	20,300	6,900	20,701	0	40,199	
Furnishing & Equipment								
Office Equipment	161,200	161,200	53,733	2,086	6,257	0	154,943	
Power & Hand Tools	5,500	5,500	1,833		0	0	5,500	
Safety Equipment	4,000	4,000	1,333	485	1,456	0	2,544	
Shop Equipment	9,000	9,000	3,000	900	2,700	0	6,300	
Marina Maintenance Agat	10,000	10,000	3,333		0	0	10,000	
Marina Maintenance GDP	10,000	10,000	3,333		0	0	10,000	
TOTAL FURNISHING & EQUIPMENT	199,700	199,700	66,567	3,471	10,414	0	189,286	
DEPARTMENT TOTAL	2,406,297	2,312,216	770,739	673,367	2,020,101	94,081	386,196	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 600		SECTION: CORPORATE SERVICES MANAGER					
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year
CLASSIFICATION/ITEM	Budget Mid-Year	Budget	Budget 1/31/2019	Actuals 1/31/2019	EOY	vs FY-19 Appr	vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	55,295	34,750	11,583	13,533	40,599	20,545	14,696
Holiday Work	-	0	-		0	0	0
Sick Leave Used	792	1,264	421	264	792	-471	0
Annual Leave Taken	1,646	3,803	1,268	549	1,646	-2,157	0
Comp Time Taken	-	0	-		0	0	0
Typhoon Salaries	122	0	-	122	366	122	-244
Regular Salaries	57,855	39,817	13,272	14,468	43,404	18,038	14,452
Increment 2018/Comp Adj	-	1,832	611		0	-1,832	0
Night Differential/Hazard Pay	-	0	-		0	0	0
Overtime	-	0	-		0	0	0
TOTAL PERSONNEL SERVICES	57,855	41,648	13,883	14,468	43,404	16,207	14,452
PERSONNEL BENEFITS							
Retirement (27.83%)	15,156	10,734	3,578	3,904	11,712	4,423	3,444
Death & Disability	-	0	-		0	0	0
Hospital Insurance	2,857	0	-	952	2,857	2,857	0
Life Insurance	191	190	63	64	191	1	0
Dental Insurance	380	0	-	127	380	380	0
Medicare	802	575	192	210	629	227	172
Increment Benefits 2018/Comp Adj	-	520	173		0	-520	0
TOTAL PERSONNEL BENEFITS	19,386	12,018	4,006	5,257	15,770	7,368	3,616
MATERIALS & SUPPLIES							
Office Supplies	350	350	117	66	199	0	151
TOTAL MATERIALS & SUPPLIES	350	350	117	66	199	0	151
Furnishing & Equipment							
Office Equipment	300	300	100		0	0	300
TOTAL FURNISHING & EQUIPMENT	300	300	100	0	0	0	300
DEPARTMENT TOTAL	77,892	54,317	18,106	19,791	59,372	23,575	18,520

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 610		SECTION: GENERAL ADMINISTRATION DIVISION					
OBJECT	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	201,932	177,623	59,208	67,311	201,932	24,309	0
Holiday Work	-	0	-	-	0	0	0
Sick Leave Used	2,162	3,983	1,328	721	2,162	-1,821	0
Annual Leave Taken	7,327	11,814	3,938	2,442	7,327	-4,487	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	767	0	-	767	2,302	767	-1,535
Regular Salaries	212,188	193,419	64,473	71,241	213,722	18,769	-1,535
Increment 2018/Comp Adj	-	8,897	2,966	-	0	-8,897	0
Night Differential/Hazard Pay	78	0	-	26	78	78	0
Overtime	-	0	-	866	2,599	0	-2,599
TOTAL PERSONNEL SERVICES	212,266	202,316	67,439	72,133	216,400	9,949	-4,134
PERSONNEL BENEFITS							
Retirement (27.83%)	57,927	54,221	18,074	19,309	57,927	3,706	0
Death & Disability	508	1,094	365	169	508	-587	0
Hospital Insurance	15,070	15,301	5,100	5,023	15,070	-232	0
Life Insurance	912	948	316	304	912	-36	0
Dental Insurance	1,062	1,073	358	354	1,062	-11	0
Medicare	2,862	2,599	866	954	2,862	263	0
Increment Benefits 2018/Comp Adj	-	2,614	871	-	0	-2,614	0
TOTAL PERSONNEL BENEFITS	78,340	77,850	25,950	26,113	78,340	490	0
MATERIALS & SUPPLIES							
Office Supplies	6,000	6,000	2,000	2,281	6,843	0	-843
TOTAL MATERIALS & SUPPLIES	6,000	6,000	2,000	2,281	6,843	0	-843
CONTRACTUALS							
Equipment Rental	650	650	217	622	1,866	0	-1,216
Professional Services	12,000	12,000	4,000	1,208	3,623	0	8,378
TOTAL CONTRACTUALS	12,650	12,650	4,217	2,451	7,354	0	5,296
Furnishing & Equipment							
Office Equipment	1,200	1,200	400	994	2,982	0	-1,782
TOTAL FURNISHING & EQUIPMENT	1,200	1,200	400	994	2,982	0	-1,782
DEPARTMENT TOTAL	310,455	300,016	100,005	103,973	311,918	10,439	-1,462

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 620		SECTION: HUMAN RESOURCES DIVISION					
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	161,598	200,952	66,984	53,866	161,598	-39,354	0
Holiday Work	-	0	-	-	0	0	0
Sick Leave Used	58,917	1,439	480	19,639	58,917	57,478	0
Annual Leave Taken	10,954	11,939	3,980	3,651	10,954	-985	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	869	0	-	869	2,607	869	-1,738
Regular Salaries	232,338	214,329	71,443	78,025	234,076	18,009	-1,738
Increment 2018/Comp Adj	-	9,859	3,286	-	0	-9,859	0
Night Differential/Hazard Pay	190	56	19	63	190	133	0
Overtime	3,000	3,000	1,000	1,757	5,272	0	-2,272
TOTAL PERSONNEL SERVICES	235,528	227,245	75,748	79,846	239,537	8,283	-4,009
PERSONNEL BENEFITS							
Retirement (27.83%)	63,510	59,566	19,855	21,170	63,510	3,944	0
Death & Disability	1,015	1,393	464	338	1,015	-378	0
Hospital Insurance	6,595	5,926	1,975	2,198	6,595	669	0
Life Insurance	720	587	196	240	720	134	0
Dental Insurance	732	663	221	244	732	69	0
Medicare	3,308	2,990	997	1,103	3,308	317	0
Increment Benefits 2018/Comp Adj	-	2,878	959	-	0	-2,878	0
TOTAL PERSONNEL BENEFITS	75,879	74,002	24,667	25,293	75,879	1,877	0
MATERIALS & SUPPLIES							
Office Supplies	2,000	2,000	667	279	836	0	1,164
TOTAL MATERIALS & SUPPLIES	2,000	2,000	667	279	836	0	1,164
TRAINING & TRAVEL							
Training	75,000	100,000	33,333	5,893	17,680	-25,000	57,320
Travel	195,500	80,000	26,667	39,796	119,389	115,500	76,111
TOTAL TRAINING & TRAVEL	270,500	180,000	60,000	45,690	137,070	90,500	133,430
Furnishing & Equipment							
Office Equipment	500	500	167	-	0	0	500
TOTAL FURNISHING & EQUIPMENT	500	500	167	0	0	0	500
Miscellaneous							
Dues & Subscriptions	1,500	1,500	500	-	0	0	1,500
TOTAL MISCELLANEOUS	1,500	1,500	500	0	0	0	1,500
DEPARTMENT TOTAL	585,907	485,247	161,749	151,108	453,323	100,660	132,585

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 630-632		SECTION: PROCUREMENT/SUPPLY DIVISION					
OBJECT	FY-2019 Proposed	FY-2019 Approved	FY-2019 YTD	FY-2019 YTD	FY-2019 Antcpd	FY-19 Prop Mid-Year	FY-19 Prop Mid-Year
CLASSIFICATION/ITEM	Budget Mid-Year	Budget	Budget 1/31/2019	Actuals 1/31/2019	EOY	vs FY-19 Appr	vs FY-19 Antcpd EOY
PERSONNEL SERVICES							
Management & Employee Salaries	608,059	352,804	117,601	151,060	453,181	255,255	154,878
Holiday Work	-	0	-	-	0	0	0
Sick Leave Used	6,916	11,751	3,917	2,305	6,916	-4,835	0
Annual Leave Taken	34,303	36,240	12,080	11,434	34,303	-1,937	0
Comp Time Taken	-	0	-	-	0	0	0
Typhoon Salaries	1,706	0	-	1,706	5,119	1,706	-3,413
Regular Salaries	650,985	400,794	133,598	166,507	499,520	250,190	151,465
Increment 2018/Comp Adj	-	18,437	6,146	-	0	-18,437	0
Night Differential/Hazard Pay	-	0	-	-	0	0	0
Overtime	3,000	3,000	1,000	-	0	0	3,000
TOTAL PERSONNEL SERVICES	653,985	422,231	140,744	166,507	499,520	231,754	154,465
PERSONNEL BENEFITS							
Retirement (27.83%)	177,588	109,623	36,541	45,045	135,136	67,965	42,452
Death & Disability	4,552	2,601	867	694	2,081	1,952	2,471
Hospital Insurance	35,542	23,189	7,730	9,042	27,127	12,352	8,415
Life Insurance	2,564	1,403	468	544	1,632	1,161	932
Dental Insurance	3,116	1,840	613	662	1,986	1,276	1,130
Medicare	8,544	5,070	1,690	2,099	6,298	3,475	2,246
Increment Benefits 2018/Comp Adj	-	5,276	1,759	-	0	-5,276	0
TOTAL PERSONNEL BENEFITS	231,906	149,001	49,667	58,087	174,260	82,905	57,646
MATERIALS & SUPPLIES							
Office Supplies	3,500	3,500	1,167	305	915	0	2,585
TOTAL MATERIALS & SUPPLIES	3,500	3,500	1,167	305	915	0	2,585
CONTRACTUALS							
Advertising	15,000	15,000	5,000	3,486	10,458	0	4,542
Equipment Rental	59,000	59,000	19,667	17,499	52,496	0	6,504
TOTAL CONTRACTUALS	74,000	74,000	24,667	20,985	62,954	0	11,046
Furnishing & Equipment							
Office Equipment	12,000	12,000	4,000	-	0	0	12,000
TOTAL FURNISHING & EQUIPMENT	12,000	12,000	4,000	0	0	0	12,000
Miscellaneous							
Drinking Water	16,000	16,000	5,333	3,848	11,545	0	4,455
TOTAL MISCELLANEOUS	16,000	16,000	5,333	3,848	11,545	0	4,455
DEPARTMENT TOTAL	991,391	676,732	225,577	249,731	749,194	314,659	242,197

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 640		SECTION: ENGINEERING/CIP DIVISION						
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	312,856	289,091	96,364	104,285	312,856	23,765	0	
Holiday Work	3,724	0	-	1,241	3,724	3,724	0	
Sick Leave Used	4,107	5,929	1,976	1,369	4,107	-1,822	0	
Annual Leave Taken	6,606	13,235	4,412	2,202	6,606	-6,629	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	931	0	-	931	2,793	931	-1,862	
Regular Salaries	328,224	308,255	102,752	110,029	330,087	19,969	-1,862	
Increment 2018/Comp Adj	-	14,180	4,727	-	0	-14,180	0	
Night Differential/Hazard Pay	-	0	-	-	0	0	0	
Overtime	30,000	30,000	10,000	19,610	58,829	0	-28,829	
TOTAL PERSONNEL SERVICES	358,224	352,435	117,478	129,639	388,916	5,789	-30,691	
PERSONNEL BENEFITS								
Retirement (27.83%)	99,399	85,907	28,636	33,133	99,399	13,492	0	
Death & Disability	503	696	232	168	503	-193	0	
Hospital Insurance	7,031	6,908	2,303	2,344	7,031	122	0	
Life Insurance	745	759	253	248	745	-14	0	
Dental Insurance	994	951	317	331	994	43	0	
Medicare	5,186	4,134	1,378	1,729	5,186	1,053	0	
Increment Benefits 2018/Comp Adj	-	4,142	1,381	-	0	-4,142	0	
TOTAL PERSONNEL BENEFITS	113,857	103,496	34,499	37,952	113,857	10,361	0	
MATERIALS & SUPPLIES								
Office Supplies	3,000	3,000	1,000	-	0	0	3,000	
TOTAL MATERIALS & SUPPLIES	3,000	3,000	1,000	0	0	0	3,000	
CONTRACTUALS								
Blue Print Services	2,000	2,000	667	-	0	0	2,000	
TOTAL CONTRACTUALS	2,000	2,000	667	0	0	0	2,000	
Furnishing & Equipment								
Office Equipment	-	0	-	-	0	0	0	
TOTAL FURNISHING & EQUIPMENT	-	0	-	0	0	0	0	
Miscellaneous								
Dues & Subscriptions	500	500	167	-	0	0	500	
TOTAL MISCELLANEOUS	500	500	167	0	0	0	500	
DEPARTMENT TOTAL	477,582	461,431	153,810	167,591	502,773	16,151	-25,191	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 650		SECTION: COMMERCIAL DIVISION						
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	346,452	298,063	99,354	115,484	346,452	48,389	0	
Holiday Work	-	0	-		0	0	0	
Sick Leave Used	8,767	3,754	1,251	2,922	8,767	5,013	0	
Annual Leave Taken	22,791	26,038	8,679	7,597	22,791	-3,246	0	
Comp Time Taken	-	0	-		0	0	0	
Typhoon Salaries	1,255	0	-	1,255	3,764	1,255	-2,510	
Regular Salaries	379,265	327,855	109,285	127,258	381,775	51,411	-2,510	
Increment 2018/Comp Adj	-	15,081	5,027		0	-15,081	0	
Night Differential/Hazard Pay	-	0	-		0	0	0	
Overtime	-	0	-	95	286	0	-286	
TOTAL PERSONNEL SERVICES	379,265	342,936	114,312	127,354	382,061	36,329	-2,796	
PERSONNEL BENEFITS								
Retirement (27.83%)	103,607	91,757	30,586	34,536	103,607	11,850	0	
Death & Disability	508	1,265	422	169	508	-757	0	
Hospital Insurance	11,754	11,340	3,780	3,918	11,754	414	0	
Life Insurance	967	604	201	322	967	363	0	
Dental Insurance	886	854	285	295	886	32	0	
Medicare	4,847	4,284	1,428	1,616	4,847	563	0	
Increment Benefits 2018/Comp Adj	-	4,418	1,473		0	-4,418	0	
TOTAL PERSONNEL BENEFITS	122,569	114,521	38,174	40,856	122,569	8,048	0	
MATERIALS & SUPPLIES								
Office Supplies	3,000	3,000	1,000	294	882	0	2,118	
TOTAL MATERIALS & SUPPLIES	3,000	3,000	1,000	294	882	0	2,118	
CONTRACTUALS								
Appraisal Services	50,000	50,000	16,667		0	0	50,000	
Equipment Rental	14,000	14,000	4,667		0	0	14,000	
Printing Services	7,000	7,000	2,333		0	0	7,000	
Surveyor Services	20,000	20,000	6,667		0	0	20,000	
TOTAL CONTRACTUALS	91,000	91,000	30,333	0	0	0	91,000	
Furnishing & Equipment								
Office Equipment	6,500	6,500	2,167		0	0	6,500	
TOTAL FURNISHING & EQUIPMENT	6,500	6,500	2,167	0	0	0	6,500	
DEPARTMENT TOTAL	602,334	557,957	185,986	168,504	505,512	44,377	96,822	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 670		SECTION: INFORMATION TECHNOLOGY DIVISION						
OBJECT CLASSIFICATION/ITEM	FY-2019 Proposed Budget Mid-Year	FY-2019 Approved Budget	FY-2019 YTD Budget 1/31/2019	FY-2019 YTD Actuals 1/31/2019	FY-2019 Antcpd EOY	FY-19 Prop Mid-Year vs FY-19 Appr	FY-19 Prop Mid-Year vs FY-19 Antcpd EOY	
PERSONNEL SERVICES								
Management & Employee Salaries	440,381	378,593	126,198	137,087	411,261	61,789	29,120	
Holiday Work	2,358	0	-	786	2,358	2,358	0	
Sick Leave Used	19,423	4,966	1,655	6,474	19,423	14,456	0	
Annual Leave Taken	38,253	25,289	8,430	12,751	38,253	12,964	0	
Comp Time Taken	-	0	-	-	0	0	0	
Typhoon Salaries	1,651	0	-	1,651	4,952	1,651	-3,302	
Regular Salaries	502,066	408,848	136,283	158,749	476,248	93,218	25,818	
Increment 2018/Comp Adj	-	18,807	6,269	-	0	-18,807	0	
Night Differential/Hazard Pay	-	34	11	-	0	-34	0	
Overtime	35,000	35,000	11,667	10,362	31,086	0	3,914	
TOTAL PERSONNEL SERVICES	537,066	462,689	154,230	169,111	507,334	74,377	29,732	
PERSONNEL BENEFITS								
Retirement (27.83%)	141,880	114,866	38,289	44,633	133,899	27,014	7,982	
Death & Disability	-	798	266	-	0	-798	0	
Hospital Insurance	18,035	18,956	6,319	6,012	18,035	-922	0	
Life Insurance	1,131	1,129	376	377	1,131	2	0	
Dental Insurance	968	1,524	508	323	968	-557	0	
Medicare	7,026	5,517	1,839	2,201	6,603	1,508	422	
Increment Benefits 2018/Comp Adj	-	5,538	1,846	-	0	-5,538	0	
TOTAL PERSONNEL BENEFITS	169,040	148,329	49,443	53,545	160,636	20,710	8,404	
MATERIALS & SUPPLIES								
Office Supplies	2,000	2,000	667	-	0	0	2,000	
Operational Supplies	10,000	10,000	3,333	-	0	0	10,000	
TOTAL MATERIALS & SUPPLIES	12,000	12,000	4,000	0	0	0	12,000	
CONTRACTUALS								
Computer Maintenance	185,000	185,000	61,667	25,480	76,441	0	108,559	
Professional Services	45,000	15,000	5,000	-	0	30,000	45,000	
TOTAL CONTRACTUALS	230,000	200,000	66,667	25,480	76,441	30,000	153,559	
Furnishing & Equipment								
Office Equipment	3,000	3,000	1,000	-	0	0	3,000	
Computer Equipment	40,000	40,000	13,333	-	0	0	40,000	
TOTAL FURNISHING & EQUIPMENT	43,000	43,000	14,333	0	0	0	43,000	
Miscellaneous								
Dues & Subscriptions	5,800	5,800	1,933	40	120	0	5,680	
TOTAL MISCELLANEOUS	5,800	5,800	1,933	40	120	0	5,680	
DEPARTMENT TOTAL	996,906	871,818	290,606	248,177	744,531	125,088	252,375	

**FY-2019
PROPOSED BUDGET
MID-YEAR**

BUSINESS UNIT: 675-685, 140		SECTION: FINANCE DIVISION					
OBJECT	FY-2019	FY-2019	FY-2019	FY-2019	FY-2019	FY-19 Prop	FY-19 Prop
CLASSIFICATION/ITEM	Proposed	Approved	YTD	YTD	FY-2019	Mid-Year	Mid-Year
	Budget	Budget	Budget	Actuals	Antcpd	vs	vs
	Mid-Year		1/31/2019	1/31/2019	EOY	FY-19 Appr	FY-19 Antcpd
						EOY	EOY
PERSONNEL SERVICES							
Management & Employee Salaries	1,170,651	826,549	275,516	358,534	1,075,603	344,102	95,048
Holiday Work	9,877	1,550	517	3,292	9,877	8,327	0
Sick Leave Used	6,954	17,094	5,698	2,318	6,954	-10,140	0
Annual Leave Taken	71,939	63,463	21,154	23,980	71,939	8,476	0
Comp Time Taken	157	0	-	52	157	157	0
Typhoon Salaries	4,398	0	-	4,398	13,194	4,398	-8,796
Regular Salaries	1,263,976	908,656	302,885	392,574	1,177,723	355,320	86,252
Increment 2018/Comp Adj	-	41,798	13,933	-	0	-41,798	0
Night Differential/Hazard Pay	-	31	10	-	0	-31	0
Overtime	20,000	20,000	6,667	1,551	4,652	0	15,348
Detail Appointments	50,000	50,000	16,667	-	0	0	50,000
TOTAL PERSONNEL SERVICES	1,333,976	1,020,485	340,162	394,125	1,182,375	313,490	151,601
PERSONNEL BENEFITS							
Retirement (27.83%)	344,571	253,402	84,467	106,173	318,518	91,168	26,053
Death & Disability	6,701	4,844	1,615	1,575	4,724	1,857	1,977
Hospital Insurance	55,606	39,403	13,134	16,291	48,874	16,202	6,732
Life Insurance	3,751	2,800	933	1,002	3,006	951	746
Dental Insurance	4,464	3,181	1,060	1,187	3,560	1,283	904
Medicare	16,419	12,048	4,016	5,014	15,041	4,370	1,378
Increment Benefits 2018/Comp Adj	-	12,211	4,070	-	0	-12,211	0
TOTAL PERSONNEL BENEFITS	431,511	327,890	109,297	131,241	393,722	103,621	37,789
MATERIALS & SUPPLIES							
Office Supplies	12,000	12,000	4,000	2,641	7,923	0	4,077
TOTAL MATERIALS & SUPPLIES	12,000	12,000	4,000	2,641	7,923	0	4,077
CONTRACTUALS							
Communication Maintenance	140,188	140,188	46,729	32,443	97,329	0	42,859
TOTAL CONTRACTUALS	140,188	140,188	46,729	32,443	97,329	0	42,859
Furnishing & Equipment							
Office Equipment	12,000	12,000	4,000	-	0	0	12,000
TOTAL FURNISHING & EQUIPMENT	12,000	12,000	4,000	0	0	0	12,000
Miscellaneous							
Dues & Subscriptions	1,200	1,200	400	-	0	0	1,200
TOTAL MISCELLANEOUS	1,200	1,200	400	0	0	0	1,200
DEPARTMENT TOTAL	1,930,875	1,513,763	504,588	560,449	1,681,348	417,111	249,526

FY-2019
PROPOSED
VACANCY LISTING
MID-YEAR

Position Number	NAME	POSITION TITLE	Pay Grad	Grad Step	Hourly Rate	Annual Income	RET-DC 0.27	RET-DDI 19.01	LIFE 7.17	MEDICARE 0.01	MEDICAL	DENTAL	TOTAL
1 4361	STEVEDORE	Stevedore Casual	FF	9C	\$ 17.73								
1 4363	STEVEDORE	Stevedore Casual	FF	9C	\$ 17.73								
1 4317	STEVEDORE	Stevedore	FF	9C	\$ 17.73								
1 4221	STEVEDORE	Rigger Leader	II	8A	\$ 22.82								
4002	STEVEDORE	Administrative Assistant	HH	2A	\$ 16.49								
4402	STEVEDORE	Rigger	GG	3D	\$ 16.51								
1 1001	INFORMATION TECHNOLOGY	Systems Programmer	K	9B	\$ 36.27								
465	PORT POLICE	Port Police I	GG	3C	\$ 15.36								
433	PORT POLICE	Port Police II	II	6B	\$ 21.29								
432	PORT POLICE	Port Police Supervisor	KK	5D	\$ 31.55								
9001	MARKETING	Administrative Assistant	HH	2A	\$ 16.49								
5306	TERMINAL	Cargo Checker	GG	2B	\$ 14.61								
5329	TERMINAL	Cargo Checker	GG	2B	\$ 14.61								
NEW	MAINTENANCE	Assistant Maintenance Manager	OO	3A	\$ 45.60								
8305	FACILITY	Carpenter I	GG	2B	\$ 14.61								
8308	FACILITY	Carpenter I	GG	2B	\$ 14.61								
621	GENERAL ADMINISTRATION	Clerk III	EE	1A	\$ 11.49								
803	HUMAN RESOURCES	Personnel Specialist III	KK	1B	\$ 26.38								
7106	COMMERCIAL	Commercial Specialist I	JJ	1C	\$ 21.15								
NEW	INFORMATION TECHNOLOGY	IT Security Technician			\$ 22.45								
NEW	FINANCE	Tariff Administrator	MM	1C	\$ 34.88								
1452	FINANCE	Accountant II	LL	2A	\$ 32.34								
958	FINANCE	Accounting Technician I	GG	1A	\$ 13.90								
0													
LTD													
1 402	RABAGO, ROSE N.	Clerk III (LTD)											
1 931	PAULINO, HERMAN T.	Planner IV (LTD)											
1 6376	PINAULA, JOSEPH P.	Equipment Operator II (LTD)											
1 6339	SUSUICO, JOSEPH F.	Equipment Operator II (LTD)											
1 954	MANGLONA, ANN T.	Accounting Technician II (LTD)											
5													
CSC													
1 315	HARBOR MASTER	Marine Traffic Controller	JJ	1A	\$ 20.73								
1 1602	SAFETY	Planner Work Coordinator			\$ 17.80								
1 562	MARKETING	Port Marketing Administrator			\$ 39.56								
1 563	MARKETING	Program Coordinator IV			\$ 32.34								
1 600	CORPORATE SERVICES	Corporate Services Manager	P	1D	\$ 50.33								
1 800	HUMAN RESOURCES	Personnel Services Administrator	N	2D	\$ 39.96								
1 807	HUMAN RESOURCES	Personnel Specialist IV	L	2A	\$ 32.34								
1 2104	PROCUREMENT/SUPPLY	Buyer II	G	4A	\$ 15.66								
1 924	FINANCE	Accountant II	KK	1B	\$ 26.38								
9													
33						325,219.49	89,142.66	3,555.82	1,341.15	4,715.68	12,107.75	1,625.46	437,708.02

**FY-2019
PROPOSED BUDGET
CAPITAL IMPROVEMENT PROJECTS
MID-YEAR**

A.) The following are list of projects that are currently ongoing, in the planning and design stage and future construction projects. Please note they are not in any order of priority					
			Federal	PAG	
Description	Category	Status	Funding	Funding	
Funded On-Going Federal Projects:					
Mid-Year Addition					
1	Wharf Arch and Fenders F4 to F6	FEMA	Mid-Year	351,000	117,000
2	Pendant and Flood Lights EQMR, Hagatna Marina	FEMA	Mid-Year	5,250	1,750
3	Roll Up Door and Vents Warehouse 1	FEMA	Mid-Year	67,500	22,500
4	Windows and Panels Harbor Master's Office, Gate House Admin.	FEMA	Mid-Year	29,354	9,785
5	Floating Docks Agat Marina	FEMA	Mid-Year	75,000	25,000
8	PSGP 2018	FEMA/PSGP 2018	Mid-Year	641,106	160,277
9					
10	Total On-Going Federal Projects:			1,169,210	336,312
Modernization Grants					
12	Guam Commercial Port Improvement Program	MARAD	Ongoing	2,844,530.00	
13	Rehabilitation of "H" Wharf	US DOT	Ongoing	10,000,000.00	
14	Port Authority of Guam Transition / Sustainment	DODOEA	Ongoing	900,000.00	
15	Upgrade and Refurbishment of Existing Damaged Security Light Poles and Fixtures at Strategic Port Locations	FEMA/PSGP 2016	Ongoing	356,412.00	118,804
16	Acquisition of Additional Cameras for Hagatna, Agat, and Port Locations	FEMA/PSGP 2016	Ongoing	130,983.00	43,661
17	Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	FEMA/PSGP 2017	Ongoing	384,469.00	128,189
18	Renovation of the Guam Harbor of Refuge Phase 2 - A/E Design, Repairs to Mooring, Acquisition of Pump out System & Shelter/Housing	DOI/F&WS/DOA/DAWR	Ongoing	86,181.00	21,545
19	Harbor of Refuge Moorage Repairs - Phase 3	DOI/F&WS/DOA/DAWR	Ongoing	200,000.00	50,000
20	Harbor of Refuge Moorage Repairs - Phase 4	DOI/F&WS/DOA/DAWR	Ongoing	200,000.00	50,000
21	Agat Marina Demolition of Dock B		Ongoing	99,311.00	
22	BIG Tier I, Sport Fish, WestPac Fisheries Grant Matching, OR Cost Share OR Supplemental Funding				100,000
23					
24	Total On-Going Federal Projects:			16,371,096	848,511
25					
Unfunded Planned Federal Projects:					
27	Agat Marina Dock B Repairs COST SHARE 50% of the total project amount	DOI/F&WS/DOA/DAWR		500,000	500,000
28	Harbor of Refuge Phase 5			200,000	50,000
29	Port Police - Section 402 Highway Safety Funds - Operation A'dai He Hao (Watch Out!)			15,000	
30	GDP Marina Phase 3			3,700,000	
31					
32	Total Planned Federal Projects:			37,798,297	2,407,298
33					
34					
35	Total Federal			54,169,393	3,255,809
36					
Internally Funded On-Going PAG Projects:					
38	E1 IT System	FY2019	Mid-Year		70,338
39	Agat Marina Facility Shore Side Rest Area	FY2019	Mid-Year		20,000
40	Harbor of Safe Refuge-Marine Drive Repair	FY2019	Mid-Year		233,000
41	Shop Bathroom/Restroom	FY2019			25,000
42	Replacement of oil-filled Transformers	FY2019			75,000
43	Procurement & Supply: Demolish A/C Controlled Stock Room Due to Termite Infestation and Rebuild Area	FY2019			20,000
44	Pipeline/Concrete Support Repairs & Painting	FY2019			50,325
45	AE/ & CM Services for Various Port Facilities & Projects				1,525,000
46	MSLE Wharf Upgrades & CM Services	FY2018/19			75,000
47	Other Small Projects				750,000
48	Supply & Install Automatic Turnstile Gates	FY2018/19			100,000
49	Supply & Install Pressure Washer at Agana "GPD" Marina	FY2018			75,000
50	ADA - American Disabilities Act	FY2017			25,000
51	Mobil Pipeline & Pier Maintenance	FY2017			54,000
52	Old Gate House Demolition/Renovation	FY2017			700,000
53	Terminal Operating Servises (TOS) Task Order 2	FY2016			180,000
54	Fendering F-1 Fuel Pier	FY2016/19			600,000
55					
56	Total Internal On-Going PAG Projects:			0	4,577,663
57					
Externally Funded On-Going PAG Projects:					
BOND PROJECTS:					
60	Rehabilitation of H-Wharf and Access Road				13,744,255
61	Golf Pier Repair				2,560,642
62	Waterline Replacement & Relocation				7,493,027

**FY-2019
PROPOSED BUDGET
CAPITAL IMPROVEMENT PROJECTS
MID-YEAR**

A.) The following are list of projects that are currently ongoing, in the planning and design stage and future construction projects. Please note they are not in any order of priority					
	Description	Category	Status	Federal Funding	PAG Funding
63	EQMR Building Repair				3,925,969
64	Warehouse 1 Building Repair				3,148,331
65	New Admin Building Construction				17,500,000
Total External On-Going PAG Projects:				0	48,372,224
Total On-Going PAG Projects:				0	52,949,887
GRAND TOTAL FUNDED PAG/FEDERAL/LOAN:				54,169,393	56,205,695

**FY-2019
PROPOSED BUDGET
EQUIPMENT
MID-YEAR**

Bus Unit	Section	Description	Amount
<u>FY-2019 FUNDED</u>			
122	Port Police	Gear, Weapons, Rifles, Lockers, Generator, Truck, Car, etc.	52,600
330	Transportation	(5) 5 Ton Forklift (\$40,950 ea)	204,750
330	Transportation	New Vehicles	159,000
330	Transportation	Electric Golf Cart (X2)	25,000
411	Crane Maintenance	Hydraulic Hose Crimper	20,000
412	Preventive Maintenance	Sheet Metal/Plate Bender	55,000
412	Preventive Maintenance	LATHE Machine	200,000
412	Preventive Maintenance	Welding Diesel Machine	40,000
412	Preventive Maintenance	Plasma Cutter	10,000
413	Fleet Maintenance	Solvent Based Parts Wash Station (2) Wash	12,500
414	Welders	Plasma Cutting Machine	6,000
414	Welders	2each 240 Shop Portable Electric Welding Machine	14,000
414	Welders	Hydraulic Bender (pipe/tubing)	15,000
414	Welders	Pipe Notcher	10,000
640	Engineering	Golf Cart	12,000
640	Engineering	Office Furniture	7,500
670	Information Technology	Time Clock System	200,000
TOTAL 2019 FUNDED:			1,043,350
<u>FY-2018 MID-YEAR FUNDED</u>			
610	General Administration	New Telephone System -FY2016 (Addition)	9,000
420	Facility	Typhoon Shutters for Gate House Admin	15,000
420	Facility	Back Flow Preventers	29,000
TOTAL 2018 FUNDED:			53,000
<u>FY-2018 FUNDED</u>			
122	Port Police	Smart Net Hand Held Radio (x10)	50,000
330	Transportation	Vehicle(Replacement)	29,000
TOTAL 2018 FUNDED:			79,000
<u>FY-2017 FUNDED</u>			
400	Maintenance	Prime Generator and Automatic Power Switch	120,000
610	General Administration	New Telephone System -FY2016 (Ongoing)	82,000
413	Fleet Maintenance	Hydraulic Lift for Heavy Equipment	60,000
TOTAL 2017 FUNDED:			262,000
TOTAL :			1,437,350



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Website: www.portguam.com



Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

June 24, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager *Rory J. Respicio*

SUBJECT: Procurement Continuing Contracts

General Services Agency issued Circular No. 2019-004 to all Agency Heads regarding the Fiscal Year End 2019 requisition close out for continuing contract entries which is scheduled on September 10, 2019.

Board approval is being requested to authorize management to proceed with entering requisition in order to procure the services of the following continuing contracts:

- copier lease, solid waste disposal, water bottle delivery/service, diesel fuel, insurance renewal, workers compensation insurance, vehicle tracking, telecommunications, electronic communications, communications and technology, badge and security access control systems, maintenance support services, series solution service renewal, and postage meter.

This will ensure no disruptions to port operations. I am available should you have any questions.



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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

June 24, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager *Rory Respicio*

SUBJECT: Guam Fire Department: Memorandum of Understanding (MOU)

Enclosed for your review, consideration and action is a proposed Memorandum of Understanding (MOU) between the Port Authority of Guam (Port) and the Guam Fire Department (Fire). At issue is a request from Fire to continue utilizing portion of the Agat Small Boat Marina Administration Annex to house and support the operation for Recue Base Station One.

Purpose of the MOU is twofold: First, is to memorialize the long standing relationship had by and between Port and Fire for the shared use of the facility and to formally document the terms that are to guide the relationship forward.

Secondly, the Port and Fire recognize the importance of Fire's presence and functional capability at the Marina. Their role for life saving and protection of property cannot be quantified.

It is now the desire of both to work together to address any further deterioration of the building as well as to afford Fire with the administrative standing necessary to effect the spend on the expected repair and upkeep of the facility.

As an aside, the Port will still have full access and use of the portion of the facility for its purpose (ie. Marina Manager, Port Police, etc.).

Your favorable approval on this matter would greatly be appreciated.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into between the Port Authority of Guam, hereinafter referred to as "Port", and the Guam Fire Department, hereinafter referred to as "Fire".

WITNESSETH

WHEREAS, Port requires harbor and marina services which may entail waterside security from time to time; and

WHEREAS, Port desires to acquire these services through the efforts of this MOU; and

WHEREAS, the increased security for ports of entry has necessitated the use of all available agency assets to support this mission; and

WHEREAS, the Port has been identified by the U.S. Coast Guard to provide waterside security for passenger cruise vessels and vessels of high interest calling Guam as may be deemed by the U.S. Coast Guard; and

WHEREAS, this MOU supersedes any prior MOU, written or oral agreement on this subject between the parties.

NOW, THEREFORE, Port AND Fire, in consideration of the covenants hereinafter set forth, agree and contracts as follows:

- a. Port Authority of Guam agrees to:
 1. Authorize Fire continued usage of the Agat Small Boat Marina Office Building for their Agat Rescue Base Station, in its entirety;
 2. Authorize the renovation and update of the entire structure to include the interior, exterior, electrical, plumbing, and public restrooms at the Agat Small Boat Marina Office Building located at the Agat Marina;
 3. Authorize Fire to construct a steel framed structure with metal roofing as a covered stall for the emergency apparatus, utility terrain vehicles and rescue watercraft at the Agat Rescue Base Station located at the Agat Marina;
 4. Provide adequate parking spaces for rescue vessel(s) and emergency vehicles at the Agat Rescue Base Station;
 5. Provide access to a dedicated gangway to GFD's Rescue Vessel at the Agat Marina; and

6. Provide perimeter fencing for safety and security of personnel and emergency assets for the Agat Rescue Base Station, subject to the availability of funding.

b. Guam Fire Department agrees to:

1. Not make, construct, or rebuild any improvements without the prior written consent and approval of Port, and such consent shall not be unreasonably withheld;
2. Shall keep and maintain any/all improvements in good substantial repair and condition at all times to the satisfaction of Port;
3. Through the entire duration of use, shall be responsible for any/all utility costs related to the use of the facility;
4. Assist the Port in its development and operation of the Marina relative to fire department safety issues and the enforcement of rules and laws related to the protection of life and property;
5. Accommodate and assist Port personnel in the training of its personnel relative to waterside security or other training as may come available to Port through Fire;
6. General upkeep and grounds maintenance of the areas used, i.e., restrooms and common areas at the Agat Marina;
7. Provide assistance and use of a vessel, upon request from Port, to maintain security during port of call by high interest vessels, from the onset of vessel arrival until the departure of said vessel, as may be deemed necessary by the U.S. Coast Guard;
8. Provide office space for Port Officers, Port employees, or security/video equipment;
9. Meet on a semi-annual basis or as required for the purpose of helping each other define ways and means to improve services; and
10. Provided items 2 – 8 at no cost to Port.

IT IS MUTUALLY UNDERSTOOD:

Except for any claims due to the negligence or misconduct of the other governmental entity, or its employees or agents, each utility/agency, to the extent allowed by law, shall indemnify and hold harmless the other utility/agency and any of its partners, officers, directors, agents and employees (collectively the “Indemnities”) from and against any and all liability, losses, claims,

demands, actions and suits, including claims for property damage, personal injury or wrongful death arising out of or in connection with the indemnifying utility's/agency's or its employees' or agents', performance of this MOU and any person claiming by, through or under the indemnifying utility/agency, for any failure to (i) observe or perform all applicable laws, regulations, or ordinances, or (ii) perform any of the covenants or agreements to be performed by the indemnifying utility/agency hereunder.

That this Memorandum of Understanding shall be effective upon the signature of the respective department heads and shall remain in effect unless otherwise amended by mutual agreement in writing thirty (30) days prior to termination date.

Port Authority of Guam:

Guam Fire Department:

RORY J. RESPICIO Date
General Manager

DANIEL C. STONE Date
Fire Chief

FRANCISCO G. SANTOS Date
Board Chairman, Port Authority of Guam

APPROVED AS TO FORM:

LEEVIN T. CAMACHO Date
Attorney General of Guam

Governor of Guam:

HON. LOURDES A. LEON GUERRERO Date
Governor of Guam



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Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

June 24, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager *Rory J. Respicio*

SUBJECT: DOA Circular No. 2019-19: Telecommunication and Internet Services

DOA Circular No. 2019-19 provides that the emergency procurement declaration on the telecommunication and internet services has not resulted in a successful procurement. As a result, processing of invoices for vendor payments are to be submitted to the Department of Administration's Appropriations Section. This process is necessary to ensure the essential communication services are not disconnected or disrupted.

With respect to the Port Authority as an autonomous agency, Board approval is being requested to authorize direct payments be made to its vendors that provide for its telecommunication and internet services. Direct payment will cover the month of May 2019 moving forward.

As further indicated in the circular, this process will continue until advised by the General Services Agency (GSA) on direction forward.

I am available should you have any questions.



LOURDES A. LEON GUERRERO, Governor (Maga'ähga)
JOSHUA F. TENORIO, Lt. Governor (Sigundo Maga'láhi)

RECEIVED
General Manager's Office
Post Authority of Guam



EDWARD M. BIRN
Director (Direktot)
EDITH C. PANGELINAN
Deputy Director (Sigundo Direktot)

DIRECTOR'S OFFICE (Ufisinan Direktot)

JUN 03 2019

DEPARTMENT OF ADMINISTRATION ORGANIZATIONAL CIRCULAR NO.: 2019-019

TO: All Line Department and Agency Heads
FROM: Director, Department of Administration
SUBJECT: **Telecommunication and Internet Services**

Buenas yan Hafa Adai! The Emergency Procurement declaration of March 21, 2019 has not resulted in a successful procurement of telecommunication and internet services. This situation has left charges for services currently being provided to line agencies without authorizing purchase orders.

Since these services have continued to have been provided by vendors, you are advised to forward unsupported invoices from telecommunications and internet providers to the Appropriations section of the Department of Administration (DOA). Accounting Division for review and, if appropriate, payment. Any such invoices forwarded should be certified in the usual manner for acceptance of the service and availability of funds.

This process is necessary to insure that essential communication services are not disconnected, therefore, all such services should be continuing requirements not new or additional requisitions.

General Services Agency (GSA) will advise about future actions in due course.

Thank you for your continued assistance and cooperation.

Sensemante,


EDWARD M. BIRN