

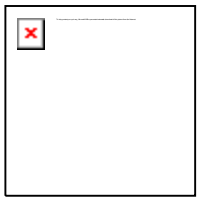
From: Committee on Rules 36GL <cor@guamlegislature.org>
Sent: Friday, January 28, 2022 8:00 AM
To: Clerks; Rennae Meno
Cc: Speaker Therese M. Terlaje
Subject: Messages and Communications for Doc. No. 36GL-22-1590
Attachments: 36GL-22-1590.pdf

Håfa Adai Clerks,

Please see attached M&C Doc. No. 36GL-22-1590 for processing:

36GL-22-1590	P.L. 36-54, Statement of Revenues & Expenditures - October 2021, P.L. 36-54, Statement of Revenues & Expenditures - November 2021 and P.L. 36-54, 1st Quarter Staffing Pattern*	Guam Visitors Bureau
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Si Yu'os Ma'åse',



COMMITTEE ON RULES

Vice Speaker Tina Rose Muña Barnes
36th Guam Legislature
I Mina'trentai Sais Na Liheslaturan Guåhan
163 Chalan Santo Papa Hågatña Guam 96910
Email: cor@guamlegislature.org

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

From: Speaker Therese M. Terlaje <speaker@guamlegislature.org>
Date: Thu, Jan 27, 2022 at 4:45 PM
Subject: Messages and Communications for 36GL-22-1590
To: Legislative Secretary Amanda Shelton <officeofsenatorshelton@guamlegislature.org>, Committee on Rules 36GL <cor@guamlegislature.org>

Håfa Adai,

Please see attached M&C Doc. No. 36GL-22-1590.

36GL-22-1590	P.L. 36-54, Statement of Revenues & Expenditures - October 2021, P.L. 36-54, Statement of Revenues & Expenditures - November 2021 and P.L. 36-54, 1st Quarter Staffing Pattern*	Guam Visitors Bureau
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Si Yu'os Ma'åse',

Maria Abante
Legislative Assistant

Office of Speaker Therese M. Terlaje
Committee on Health, Land, Justice and Culture

I Mina'trentai Sais na Liheslaturan Guahan
36th Guam Legislature

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

T: (671) 472-3586 F: (671) 989-3590 Email: speaker@guamlegislature.org

website: www.senatorterlaje.com

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

From: <josie.villanueva@visitguam.org>

Date: Thu, Jan 27, 2022 at 2:47 PM

Subject: Staffing Pattern & Unaudited Statement & Revenues & Expenditures

To: <speaker@guamlegislature.org>

Cc: Marc Tanag <marc.tanag@visitguam.com>, Carl Gutierrez <carl.gutierrez@visitguam.org>, Gerry Perez <gerry.perez@visitguam.com>

Hafa Adai,

Please find on the attached the following report:

1. GVB FY2022 Statement Revenues & Expenditures October 2021
2. GVB FY2022 Statement Revenues & Expenditures November 2021
3. FY2022 1st Quarter Staffing Pattern

Should you have questions, please do not hesitate to contact us.

Respectfully,

Josephine "Josie" Villanueva,

MBA, CPA, CGMA, CGFM, CSAF, SHRM-CP, PMP

Director of Finance & Administration

GUAM VISITORS BUREAU

401 Pale San Vitores Road | Tumon, Guam 96913 | T: (671) 648-1485 M: (671) 686-4829

josie.villanueva@visitguam.com | visitguam.com





Speaker Therese M. Terlaje <speaker@guamlegislature.org>

Staffing Pattern & Unaudited Statement & Revenues & Expenditures

josie.villanueva@visitguam.org <josie.villanueva@visitguam.org>

Thu, Jan 27, 2022 at 2:47 PM

To: speaker@guamlegislature.org

Cc: Marc Tanag <marc.tanag@visitguam.com>, Carl Gutierrez <carl.gutierrez@visitguam.org>, Gerry Perez <gerry.perez@visitguam.com>

Hafa Adai,

Please find on the attached the following report:

1. GVB FY2022 Statement Revenues & Expenditures October 2021
2. GVB FY2022 Statement Revenues & Expenditures November 2021
3. FY2022 1st Quarter Staffing Pattern

Should you have questions, please do not hesitate to contact us.

Respectfully,

Josephine "Josie" Villanueva,

MBA, CPA, CGMA, CGFM, CSAF, SHRM-CP, PMP

Director of Finance & Administration

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 josie.villanueva@visitguam.com | visitguam.com



Doc Type: 36GL-22-1590
 OFFICE OF THE SPEAKER
 THERESE M. TERLAJE
 -01-27-2022
 Time: 2:47 pm
 Received: JA

COMMITTEE ON RULES

RECEIVED:

January 27, 2022
 4:45 P.M.

3 attachments

GVB FY 2022 Statement of Revenues & Expenditures October 2021 - Senator's Office.pdf
 248K

GVB FY 2022 Statement of Revenues & Expenditures November 2021 - Senator's Office.pdf
 249K

 **FY 2022 1st Quarter Staffing Pattern Senator's Office.pdf**
317K



FY-2022-0216

January 26, 2022

The Honorable Therese M. Terlaje
Speaker, 36th Guam Legislature
I Mina 'trentai Singko Na Liheslaturan Guåhan
Guam Congress Building
163 Chalan Santo Papa
Hagåtña, Guam 96910

Hafa Adai Speaker Terlaje,

Ref: P.L. 36-54, Statement of Revenues & Expenditures – October 2021

Pursuant to Public Law 36-54 Chapter XIII, Part II, Section 4, the Guam Visitors Bureau submits its Unaudited Statement of Revenues & Expenditures for October 2021.

In compliance with the electronic reporting submission requirements, the attached report was transmitted to your office's email address and is posted on the Guam Visitors Bureau website

Should you require further information please contact Josie Villanueva, Director of Finance & Administration at 646-5278 or 686-4829.

Senseramente,

Carl TC Gutierrez
President & CEO



Statement of Revenues & Expenditures
(Unaudited)
From 10/1/2021 through 10/31/2021

Revenues

	<u>Operating</u>	<u>Non-Operating</u>	<u>Total</u>
GovGuam Allotments	0.00	1,210,690.58	1,210,690.58
Federal	0.00	0.00	0.00
Membership	40,301.00	0.00	40,301.00
Interest Income	0.00	305.66	305.66
Miscellaneous	5,665.39	0.00	5,665.39
Consumption Tax	5,827.99	0.00	5,827.99
In-Kind Contributions	500.00	0.00	500.00
Total Revenues	52,294.38	1,210,996.24	1,263,290.62

Expenditures

Personnel	267,045.15	0.00	267,045.15
Travel	0.00	172.00	172.00
Utilities	6,863.06	0.00	6,863.06
Professional Services	240,897.19	72,395.91	313,293.10
Materials & Supplies	2,414.72	0.00	2,414.72
Equipment	1,137.78	0.00	1,137.78
Rent/Lease	14,240.89	0.00	14,240.89
Repairs & Maintenance	1,281.36	19,467.50	20,748.86
Advertising & Printing	1,290.00	0.00	1,290.00
Grants & Sponsorships	0.00	0.00	0.00
Miscellaneous	6,997.35	0.00	6,997.35
Air Service Development	0.00	5,100.00	5,100.00
In-Kind Contributions	500.00	0.00	500.00
Consumption Tax	0.00	0.00	0.00
Pass-Thru Appropriations	0.00	0.00	0.00
Foreign Exchange Gain/(Loss)	3,076.13	0.00	3,076.13
TCD Investment Gain/(Loss)	0.00	-12.50	-12.50
Depreciation	13,049.02	0.00	13,049.02
Total Expenditures	558,792.65	97,122.91	655,915.56
Net Gain/Loss	(506,498.27)	1,113,873.33	607,375.06





FY-2022-0217

January 26, 2022

The Honorable Therese M. Terlaje
Speaker, 36th Guam Legislature
I Mina 'trentai Singko Na Liheslaturan Guåhan
Guam Congress Building
163 Chalan Santo Papa
Hagåtña, Guam 96910

Hafa Adai Speaker Terlaje,

Ref: P.L. 36-54, Statement of Revenues & Expenditures – November 2021

Pursuant to Public Law 36-54 Chapter XIII, Part II, Section 4, the Guam Visitors Bureau submits its Unaudited Statement of Revenues & Expenditures for November 2021.

In compliance with the electronic reporting submission requirements, the attached report was transmitted to your office's email address and is posted on the Guam Visitors Bureau website

Should you require further information please contact Josie Villanueva, Director of Finance & Administration at 646-5278 or 686-4829.

Senseramente,

Carl TC Gutierrez
President & CEO



Statement of Revenues & Expenditures
(Unaudited)
From 10/1/2021 through 11/30/2021

Revenues

	<u>Operating</u>	<u>Non-Operating*</u>	<u>Total</u>
GovGuam Allotments	0.00	2,421,381.16	2,421,381.16
Federal	0.00	0.00	0.00
Membership	41,901.00	0.00	41,901.00
Interest Income	0.00	589.09	589.09
Miscellaneous	80,265.39	20,000,000.00	20,080,265.39
Consumption Tax	7,100.68	0.00	7,100.68
In-Kind Contributions	17,513.00	0.00	17,513.00
Total Revenues	146,780.07	22,421,970.25	22,568,750.32

Expenditures

Personnel	505,031.40	0.00	505,031.40
Travel	0.00	172.00	172.00
Staff Development	720.00	0.00	720.00
Utilities	15,305.56	0.00	15,305.56
Professional Services	653,422.56	443,229.97	1,096,652.53
Materials & Supplies	8,408.57	0.00	8,408.57
Equipment	4,755.50	0.00	4,755.50
Rent/Lease	28,585.54	0.00	28,585.54
Repairs & Maintenance	2,742.49	19,467.50	22,209.99
Advertising & Printing	2,992.00	0.00	2,992.00
Grants & Sponsorships	22,500.00	79,700.30	102,200.30
Miscellaneous	26,238.10	1,767.80	28,005.90
Air Service Development	0.00	5,100.00	5,100.00
In-Kind Contributions	17,513.00	0.00	17,513.00
Consumption Tax	0.00	0.00	0.00
Pass-Thru Appropriations	0.00	0.00	0.00
Foreign Exchange Gain/(Loss)	3,076.13	0.00	3,076.13
TCD Investment Gain/(Loss)	0.00	279.90	279.90
Depreciation	26,098.04	0.00	26,098.04
Total Expenditures	1,317,388.89	549,717.47	1,867,106.36
Net Gain/Loss	<u>(1,170,608.82)</u>	<u>21,872,252.78</u>	<u>20,701,643.96</u>

**Revenue under non-operating includes receivables from the American Rescue Plan totalling \$20,000,000.*





gvb-fo-2022-0221

January 26, 2022

The Honorable Therese M. Terlaje
Speaker, 36th Guam Legislature
I Mina 'trentai Singko Na Liheslaturan Guåhan
Guam Congress Building
163 Chalan Santo Papa
Hagåtña, Guam 96910

Hafa Adai Speaker Terlaje,

Ref: P.L. 36-54, 1st Quarter Staffing Pattern

Pursuant to Public Law 36-54 Chapter XIII, Part II, Section 10(a), the Guam Visitors Bureau submits its 1st Quarter Staffing Pattern report as of December 31, 2021.

In compliance with the electronic reporting submission requirements, the attached report was transmitted to your office's email address and is posted on the Guam Visitors Bureau website.

Should you require further information please contact Ms. Josie G. Villanueva, Director of Finance & Administration at 671-686-4829 or email her at josie.villanueva@visitguam.org.

Senseramente,

Carl TC Gutierrez
President & CEO

**Guam Visitors Bureau
Fiscal Year 2022
1st Quarter Staffing Pattern**

[BBMR SP-1]

FUNCTIONAL AREA:

AGENCY: GUAM VISITORS BUREAU

PROGRAM:

FUND: TOURIST ATTRACTION FUND

																Input by Department			
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	
No.	Position Number	Position Title	Name of	Grade/ Step	Salary	Overtime	Special*	Increment		(E+F+G+I) Subtotal	Retirement (J *28.32%)	Retire (DDI) (\$19.01*26PP)	Social Security (6.2% * J)	Benefits			Total Benefits (K thru Q)	(J + R) TOTAL	
								Date	Amt.					Medical (1.45%*J)	Life (1)	Medical (Premium)			Dental (Premium)
1	2001	General Manager	Gutierrez, Carl T. C.	UNCL	\$125,008	\$0	\$0		\$0	\$125,008	\$35,402	\$495	\$0	\$1,813	\$187	\$0	\$0	\$37,897	\$162,905
2	2002	Deputy General Manager	Perez, Gerry S. A.	UNCL	94,848	0	0		0	\$94,848	\$26,861	\$495	\$0	\$1,375	\$187	\$0	\$0	\$28,918	\$123,766
3	2003	Executive Secretary	Sablan, Valerie	I-Mid UNCL	40,000	0	0		0	\$40,000	\$11,328	\$495	\$0	\$580	\$187	\$5,024	\$240	\$17,854	\$57,854
4	2004	Controller	Villanueva, Josephine	R-Mid	93,713	0	0	11/5/2022	2,811	\$96,524	\$27,336	\$495	\$0	\$1,400	\$187	\$12,739	\$453	\$42,610	\$139,135
5	2005	Public Information Officer	Tyquienco, Joshua G.	M-Mid	53,500	0	0	10/7/2022	1,605	\$55,105	\$15,606	\$0	\$0	\$799	\$187	\$2,315	\$240	\$19,147	\$74,252
6	2006	Cultural Heritage Officer	Hernandez, Dina Rose	N-Mid	62,032	0	0	4/22/2022	1,861	\$63,893	\$18,094	\$0	\$0	\$926	\$187	\$5,024	\$0	\$24,231	\$88,124
7	2007	Special Projects Officer	Garrido, Nakisha O.	N-6	54,214	0	0		0	\$54,214	\$15,353	\$0	\$0	\$786	\$187	\$5,024	\$240	\$21,590	\$75,804
8	2008	Tourism Ind Relations Officer	VACANT	M-1	40,762	0	0		0	\$40,762	\$11,544	\$495	\$0	\$591	\$187	\$0	\$0	\$12,817	\$53,579
9	2009	Community Dev Officer	Camacho, Kraig	M-Mid	61,143	0	2,610	7/29/2022	1,834	\$65,587	\$18,574	\$0	\$0	\$951	\$187	\$2,315	\$240	\$22,267	\$87,855
10	2010	Accountant III	VACANT	N-Mid	56,268	0	0		0	\$56,268	\$15,935	\$495	\$0	\$816	\$187	\$0	\$0	\$17,433	\$73,701
11	2011	Clerk/Typist Receptionist	Bocattija, Reggie	D-1	19,240	0	0	10/20/2022	521	\$19,761	\$5,596	\$495	\$0	\$287	\$187	\$2,315	\$240	\$9,120	\$28,881
12	2012	Administrative Assistant (Adm.)	Naholowaa, Beatrix A.	J-2	32,253	0	0	9/7/2022	1,223	\$33,476	\$9,480	\$495	\$0	\$485	\$187	\$2,315	\$240	\$13,202	\$46,678
13	2013	Messenger Clerk (filled with an LTA Office Handyman)	VACANT	D-1	26,788	0	0		0	\$26,788	\$7,586	\$495	\$0	\$388	\$187	\$0	\$0	\$8,656	\$35,444
14	2014	Accounting Technician III	Sablan, Juanita	J-Mid	46,614	0	0	12/27/2022	1,398	\$48,012	\$13,597	\$495	\$0	\$696	\$187	\$12,739	\$453	\$28,167	\$76,180
15	2015	Administrative Assistant (CP)	Munoz, Miranda C.	J-Max	46,614	0	2,331	12/27/2022	1,398	\$50,343	\$14,257	\$0	\$0	\$730	\$187	\$3,123	\$272	\$18,569	\$68,912
16	2016	Administrator, Res & Evaluation	Fujikawa, Nico	O-3	53,750	0	0	3/18/2022	2,036	\$55,786	\$15,799	\$0	\$0	\$809	\$187	\$3,123	\$272	\$20,190	\$75,976
17	2017	Research & Stats Analyst II	Leon Guerrero, Sydney	M-3	43,910	0	0	7/1/2022	1,663	\$45,573	\$12,906	\$0	\$0	\$661	\$187	\$3,123	\$272	\$17,149	\$62,722
18	2018	Research & Stats Analyst I	Simsiman, Braylan	K-3	36,530	0	0	12/10/2022	1,384	\$37,914	\$10,737	\$495	\$0	\$550	\$187	\$0	\$0	\$11,969	\$49,883
19	2019	Computer Operator II	Dydaseo, Celia	I-Mid	39,397	0	0	6/3/2022	1,182	\$40,579	\$11,492	\$495	\$0	\$588	\$187	\$0	\$0	\$12,762	\$53,341
20	2020	Computer Operator I	Camacho, Derrick	H-Mid	36,548	0	0	8/12/2022	1,096	\$37,644	\$10,661	\$495	\$0	\$546	\$187	\$12,739	\$453	\$25,081	\$62,726
21	2021	Marketing Manager	Leon Guerrero, Nadine Y	P-Mid	76,468	0	0	5/16/2022	2,294	\$78,762	\$22,306	\$0	\$0	\$1,142	\$187	\$5,024	\$240	\$28,899	\$107,661
22	2022	Marketing Officer II	Cabedo, Colleen	M-6	49,092	0	0	8/7/2022	1,861	\$50,953	\$14,430	\$0	\$0	\$739	\$187	\$2,315	\$240	\$17,911	\$68,864
23	2023	Marketing Officer II	Franquez, Gabryel	M-4	45,573	0	0	7/1/2022	1,727	\$47,300	\$13,395	\$0	\$0	\$686	\$187	\$2,315	\$240	\$16,823	\$64,123
24	2024	Marketing Officer II	Nedlic, Regina Ann G	M-Mid	59,072	0	0	9/15/2022	1,772	\$60,844	\$17,231	\$0	\$0	\$882	\$187	\$7,803	\$272	\$26,375	\$87,219
25	2025	Marketing Officer II	Pangelinan, Elaine	M-Mid	52,482	0	0	9/4/2022	1,574	\$54,056	\$15,309	\$0	\$0	\$784	\$187	\$2,315	\$240	\$18,835	\$72,892
26	2026	Marketing Officer II	Manglona, Mark	M-Mid	54,057	0	0	10/1/2022	1,622	\$55,679	\$15,768	\$0	\$0	\$807	\$187	\$3,123	\$272	\$20,157	\$75,836
27	2027	Marketing Officer I	Perez, Mai	L-3	39,965	0	0	9/30/2022	1,514	\$41,479	\$11,747	\$495	\$0	\$601	\$187	\$12,739	\$453	\$26,222	\$67,701
28	2028	Marketing Officer I	VACANT	L-5	43,051	0	0	11/27/2022	1,631	\$44,682	\$12,654	\$495	\$0	\$648	\$187	\$2,315	\$240	\$16,539	\$61,221
29	2029	Marketing Officer II	Guerrero, Sharlene	M-3	43,910	0	0	12/10/2022	1,663	\$45,573	\$12,906	\$495	\$0	\$661	\$187	\$3,123	\$272	\$17,644	\$63,217
30	2030	Marketing Officer II	Borja, Brian Jacob M.	M-Mid	50,953	0	0	2/7/2022	1,529	\$52,482	\$14,863	\$495	\$0	\$761	\$187	\$5,024	\$240	\$21,570	\$74,052
31	2031	Administrative Assistant (Mktg)	Certeza, Annabel R.	J-Mid	41,211	0	0	6/3/2022	1,236	\$42,447	\$12,021	\$0	\$0	\$615	\$187	\$0	\$0	\$12,823	\$55,270
32	2032	Clerk/Typist III	Alegarbes, Linda	F-3	24,960	0	0	9/30/2022	946	\$25,906	\$7,337	\$495	\$0	\$376	\$187	\$0	\$0	\$8,395	\$34,301
33	2033	Marketing Officer I	Benavente, Nicole B.	L-4	41,479	0	0	7/23/2022	1,572	\$43,051	\$12,192	\$495	\$0	\$624	\$187	\$2,315	\$240	\$16,053	\$59,104
34	2034	Marketing Officer I	Garrido, Breana	L-5	43,051	0	0	11/27/2022	1,631	\$44,682	\$12,654	\$0	\$0	\$648	\$187	\$5,024	\$0	\$18,513	\$63,195
35	2035	Computer Specialist	Rosario, Alan	N-Mid	56,268	0	0	8/31/2022	1,688	\$57,956	\$16,413	\$495	\$0	\$840	\$187	\$5,034	\$453	\$23,423	\$81,379
36	2036	Management Analyst IV	Lizama, Maria Christina	N-Mid	59,081	0	0	7/26/2022	1,772	\$60,854	\$17,234	\$0	\$0	\$882	\$187	\$9,286	\$332	\$27,922	\$88,776
37	2037	Business Development & Policy Analyst	Brown, Michael B.	UNCL	55,488	0	0		0	\$55,488	\$15,714	\$495	\$0	\$805	\$187	\$9,286	\$332	\$26,820	\$82,308
38	2038	Accountant II - Acting Accountant III since August 2021 @ \$45,014 (N-1)	Tanag, Marc F.	L-1	37,100	0	0	07/19/2022	1,406	\$38,506	\$10,905	\$495	\$0	\$558	\$187	\$5,024	\$240	\$17,409	\$55,915
39	2040	Marketing Officer I	Sablan, Margaret I.	L-1	37,100	0	0	7/19/2022	1,406	\$38,506	\$10,905	\$495	\$0	\$558	\$187	\$2,315	\$240	\$14,700	\$53,206
40	2041	Destination Support	Pangilinan, Taylor	LTA K-1	33,911	0	0		0	\$33,911	\$9,604	\$495	\$0	\$492	\$187	\$5,024	\$240	\$16,042	\$49,953
41	2042	Accounting Technician III	Dela Cruz, Mariane	J-2	32,253	0	0	1/27/2022	1,223	\$33,476	\$9,480	\$495	\$0	\$485	\$187	\$5,024	\$240	\$15,911	\$49,387
42	2042	Personnel Services Administrator	VACANT	P-1	55,488	0	0		0	\$55,488	\$15,714	\$495	\$0	\$805	\$187	\$0	\$0	\$17,201	\$72,689
43	2043	Marketing Officer I	VACANT	L-1	37,100	0	0		0	\$37,100	\$10,507	\$495	\$0	\$538	\$187	\$0	\$0	\$11,727	\$48,827
44	2044	Special Project Support - Web & IT Assistant	Cha, Brian	J-1	31,076	0	0		0	\$31,076	\$8,801	\$495	\$0	\$451	\$187	\$5,024	\$240	\$15,198	\$46,274
45	2045	Special Project Support - Office Handyman	Atento, Ric	LTA-J-4+	35,568	0	0		0	\$35,568	\$10,073	\$495	\$0	\$516	\$187	\$2,315	\$240	\$13,826	\$49,394
			Grand Total:	---	\$2,198,889	\$0	\$4,941	\$1,388,489	\$50,082	\$2,253,912	\$638,307	\$14,355	\$0	\$32,681	\$8,415	\$173,692	\$9,120	\$876,571	\$3,130,482