

Robert R.D.C. Hofmann  
Mayor

Rudy D. Iriarte  
Vice Mayor



Municipality of Sinajana  
Mayors' Council of Guam

*Konsehelon Mahot Guåhan*

P. O. Box 786 Hagåtña, Guam 96932

Phone 671-472-6707 | 671-477-3323

Fax 671-472-5084

[sinajanamayorsoffice@gmail.com](mailto:sinajanamayorsoffice@gmail.com)

[www.sinajana.org](http://www.sinajana.org)

January 5, 2024

MEMORANDUM

To: Department of Revenue and Taxation  
Speaker of the Guam Legislature  
Governor's Office  
Office of the Public Auditor

Fr: Mayor Robert RDC Hofmann  
District of Sinajana

Subject: Non-Appropriated Funds (NAF) 1<sup>st</sup> Quarter

Buenas Yan Hafa Adai! Submitted herewith pursuant to Public Law 30-68 (P.L.) is Sinajana Mayor's Office Non-Appropriated Funds (NAF) Account and the Sinajana Senior Citizens Center Non-Appropriated Funds (NAF) Account report for the 1<sup>st</sup> Quarter of Fiscal Year (FY) 2024.

Any further questions, you can contact the office at 671-472-6707 or 671-477-3323.

Si Yu'us Ma'se.

RECEIVED

JAN 10 2024

MAYORS' COUNCIL  
OF GUAM

RECEIVED

JAN 08 2024

Dept. of Rev & Tax  
BPTB 02

# RECEIVED

JAN 10 2024

MAYORS' COUNCIL  
OF GUAM

DISTRICT: SINAJANA MAYOR'S OFFICE

FISCAL YEAR: 2024

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

(V) 1ST QTR ( ) 2ND QTR ( ) 3RD QTR ( ) 4TH QTR

1-19-24

REVENUE	
DONATION (CHECK) Typhoon Mawar / Okudu Power / SGI USA	\$ 22,600.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ 500.00
PROGRAM REGISTRATION: CHRISTMAS CAMP	\$ 7,895.00
HALLOWEEN DONATION	\$ 3,125.00
EQUIPMENT	\$ 3,000.00
	\$ -
TOTAL REVENUE	\$ 37,120.00

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES (JASON RUI / CQL / JAPAN BUS LINE / ACA MEMBERSHIP)	\$ 52,210.99
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 38,352.01
250 EQUIPMENT	\$ 39,688.45
270 WORKERS COMPENSATION	
COMMUNITY PROGRAMS: AFTER SCHOOL PROGRAM STIPEND	\$ 3,850.00
SINAJANA COMMUNITY BASKETBALL REF STIPEND	\$ 140.00
COMMUNITY PROGRAMS: CHRISTMAS CAMP STIPEND	\$ 2,025.00
COMMUNITY PROGRAMS: ZUMBA STIPEND	\$ 140.00
2023 EMPLOYEE REVIEW COMPENSATION	\$ 6,200.00
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ -
COMMUNITY PROGRAMS REFUND	\$ -
CHRISTMAS CAMP FIELDTRIP	\$ 1,710.00
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 7,988.26
MCOG EMPLOYEE APPRECIATION PARTY	\$ 880.00
HUMANITARIAN ASSISTANCE	\$ -
SPONSORSHIP	\$ -
TAX	
OTHERS: HARLAND CHECK ORDERS/PRIZES/HOLIDAY CONTEST WINNER	\$ 1,181.60
TOTAL OPERATIONS	\$ 154,366.31

UTILITIES	
361 POWER	\$ -
362 WATER/SEWER	\$ -
363 TELEPHONE	\$ -
TOTAL UTILITIES	\$ -

CAPITAL OUTLAY	
450 CAPITAL OUTLAY	\$ -
TOTAL CAPITAL OUTLAY	\$ -

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS

FISCAL YEAR: 2024

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

(V) 1ST QTR ( ) 2ND QTR ( ) 3RD QTR ( ) 4TH QTR

RECEIVED

JAN 10 2024

MAYORS' COUNCIL  
OF GUAM

1-18-24

REVENUE	
DONATION (CASH)	\$ -
DONATION (IN-KIND) COAST 360 DONATION	\$ 300.00
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 9,001.00
GRANTS	\$ -
OTHER: SMO DEPOSITED INTO SCC ACCOUNT BY ERROR	\$ -
TOTAL REVENUE	\$ 9,301.00

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ -
REPAIRS	\$ -
LICENSE	\$ -
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 4,882.11
250 EQUIPMENT & PARTS	\$ -
270 WORKERS COMPENSATION	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ -
STIPEND FEE	\$ -
DONATIONS	\$ -
FUNDRAISERS	\$ -
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 3,770.49
HUMANITARIAN ASSISTANCE	\$ -
INCREASE CHANGE FUND	\$ -
OTHERS: HARLAND CHECK ORDERS/HALLOWEEN GIVEAWAY	\$ 125.00
TOTAL OPERATIONS	\$ 8,777.60

UTILITIES	
361 POWER	\$ -
362 WATER/SEWER	\$ -
363 TELEPHONE	\$ -
TOTAL UTILITIES	\$ -

CAPITAL OUTLAY	
450 CAPITAL OUTLAY	
TOTAL CAPITAL OUTLAY	

## MAYORS' COUNCIL OF GUAM

SIN/NAF

**From:** Sinajana Mayor's Office <sinajanamayoroffice@gmail.com>  
**Sent:** Wednesday, January 10, 2024 9:09 AM  
**To:** Speaker's Office; bjcruez@guamopa.com; Jessica Cruz  
**Cc:** Robert Hofmann; MCOG  
**Subject:** Sinajana P.L. 30-68 FY2024 - 1st Quarter Non-Appropriated Funds (NAF)  
**Attachments:** SINAJANA FY24 Non-Appropriated Fund Report-1st Quarter.pdf

1-18-24

2

Hafa Adai,

Please find the attached FY2024 1<sup>st</sup> Quarter Reports for the Sinajana Mayor's Office:

- Sinajana Non-Appropriated Funds (NAF)
  - Sinajana Mayor's Office NAF
  - Sinajana Senior Center NAF

For any questions, please contact us at the numbers listed below.

Very Respectfully,

**Bernice Sarrosa, Admin. Asst.**

**Sinajana Mayor's Office**

**Tel: (671) 472-6707 / (671) 477-3323 | Fax: (671) 472-5084**

**sinajanamayoroffice@gmail.com**

RECEIVED

JAN 10 2024

MAYORS' COUNCIL  
OF GUAM

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.