

Robert R.D.C. Hofmann  
Mayor



*SIN/NAF*  
Municipality of Sinajana  
Mayors' Council of Guam

*Konsehelon Mahot Guåhan*  
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January 6, 2025

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 *RH*  
District of Sinajana

Subject: Non-Appropriated Funds (NAF) Public Law 30-86 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) 2025.

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

Si Yu'us Ma'se.

CC: Executive Director

Attachments: SMO 1<sup>ST</sup> Quarter Report  
SCC 1<sup>ST</sup> Quarter Report

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Dept. of Rev & Tax  
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MAYORS' COUNCIL  
OF GUAM

DISTRICT: SINAJANA MAYOR'S OFFICE  
 FISCAL YEAR: 2025  
 NON-APPROPRIATED FUNDS (NAF)  
 REVENUE AND EXPENDITURE SUMMARY REPORT  
 (  ) 1ST QTR (  ) 2ND QTR (  ) 3RD QTR (  ) 4TH QTR

REVENUE	
DONATION (CHECK)	\$ 200.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
HALLOWEEN DONATION	\$ 2,590.00
PROGRAM REGISTRATION: CHRISTMAS CAMP	\$ 7,160.00
SINAJANA COMMUNITY BINGO	\$ 1,530.00
REIMBURSEMENT: GUAM ISLAND FAIR / ISLAND CUISINE	\$ 19,640.00
SPONSORSHIP	\$ 40,000.00
<b>TOTAL REVENUE</b>	<b>\$ 71,120.00</b>

OPERATIONS	
220	TRAVEL (OFF ISLAND) \$ -
230	CONTRACTUAL SERVICES (JASON RUI / CQL / GSWA / CANVA / MICROSOFT 365 / GTA / AEL&L ) \$ 32,645.72
233	OFFICE SPACE RENTAL/FACILITY USE \$ -
240	SUPPLIES & MATERIALS \$ 23,291.17
250	EQUIPMENT \$ 6,000.00
270	WORKERS COMPENSATION
	COMMUNITY PROGRAMS: AFTER SCHOOL PROGRAM STIPEND \$ 4,300.00
	COMMUNITY PROGRAMS: BINGO PAYROLL \$ 270.00
	COMMUNITY PROGRAMS: SUMMER CAMP STIPEND \$ 1,200.00
	COMMUNITY PROGRAMS: ZUMBA STIPEND \$ 770.00
	2024 EMPLOYEE PERFORMANCE REVIEW \$ 4,940.00
	BUS DRIVER STIPEND \$ 486.22
271	DRUG TESTING \$ -
290	MISCELLANEOUS
	BANK SERVICE FEES \$ -
	COMMUNITY PROGRAMS REFUND \$ -
	DONATIONS \$ 280.00
	FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS \$ 7,343.96
	GIFT CERTIFICATES \$ 100.00
	MCOG EMPLOYEE APPRECIATION PARTY \$ 1,320.00
	SPONSORSHIP \$ -
	TAX \$ 1,521.52
	OTHERS: HARLAND CHECK ORDERS/PRIZES/HOLIDAY CONTEST WINNER \$ -
	<b>TOTAL OPERATIONS</b> \$ <b>84,468.59</b>

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

CAPITAL OUTLAY	
450	CAPITAL OUTLAY \$ -
	<b>TOTAL CAPITAL OUTLAY</b> \$ -

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**MAYORS' COUNCIL OF GUAM**

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS  
 FISCAL YEAR: 2025  
 NON-APPROPRIATED FUNDS (NAF)  
 REVENUE AND EXPENDITURE SUMMARY REPORT  
 (  ) 1ST QTR (  ) 2ND QTR (  ) 3RD QTR (  ) 4TH QTR

REVENUE	
DONATION (CASH)	\$ -
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 15,398.07
GRANTS	\$ -
	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 15,398.07</b>

OPERATIONS		
220	TRAVEL (OFF ISLAND)	\$ -
230	CONTRACTUAL SERVICES	\$ 500.00
	REPAIRS	\$ -
	LICENSE	\$ -
233	OFFICE SPACE RENTAL/FACILITY USE	\$ -
240	SUPPLIES & MATERIALS	\$ 2,805.38
250	EQUIPMENT & PARTS	\$ -
270	WORKERS COMPENSATION	\$ -
271	DRUG TESTING	\$ -
290	MISCELLANEOUS	
	BANK SERVICE FEES	\$ -
	STIPEND FEE	\$ -
	DONATIONS	\$ 200.00
	10% CONGREGATION WITH OTHER SENIOR CENTERS	\$ 725.00
	FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 4,922.85
	HOSPITALIZATION DONATION	\$ -
	BIRTHDAY GIVEAWAY	\$ 500.00
	OTHERS: HARLAND CHECK ORDERS/HALLOWEEN GIVEAWAY	\$ -
	<b>TOTAL OPERATIONS</b>	<b>\$ 9,653.23</b>

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

CAPITAL OUTLAY		
450	CAPITAL OUTLAY	
	<b>TOTAL CAPITAL OUTLAY</b>	

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**MAYORS' COUNCIL  
 OF GUAM**



**SINAJANA - FY25 1st Quarter Non-Appropriated Fund (NAF) Report**

1 message

**Sinajana Mayor's Office** <sinajanamayorsoffice@gmail.com>

Thu, Jan 9, 2025 at 10:35 AM

To: speakerblas@guamlegislature.gov, "governor@guam.gov" &lt;governor@guam.gov&gt;, admin@guamopa.com

Cc: Robert Hofmann &lt;guammayor@gmail.com&gt;

Buenas y an Hafa Adai,

Please find the attached Sinajana FY 2025 1st Quarter Non-Appropriated Fund (NAF) report and contact me at the numbers listed below.

Si Yu'os Ma'ase yan Senseramente,

-

**Bernice Sarrosa, Admin. Asst.****Sinajana Mayor's Office**

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

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

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 **Sinajana FY2025 NAF 1st Quarter Report.pdf**  
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