

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

RECD AT CENTRAL FILE
SEP 18 '20 4:10:38

Lillian Kosaka

September 17, 2020

To: Director, Department of Revenue & Taxation
I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 1st Quarter Report
RE: Non-Appropriated Fund

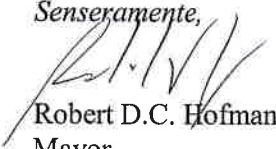
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SEP 18 2020
**MAYORS' COUNCIL
OF GUAM**

Håfa Adai!

Pursuant to Public Law (P.L.) 30-68 granted individual Mayors the authority to sponsor and approve concessions, festivals, fiestas, or other village events associated with the promotion of the Chamorro culture, tradition, heritage and tourism, submitted herewith is the Fiscal Year 2018 - 1st Quarter Report for the Non-Appropriated Fund (NAF) for the Sinajana Mayor's Office and Municipal Planning Council.

Should you have any questions, please feel free to contact us at the numbers above.

Senseramente,


Robert D.C. Hofmann
Mayor

Attached: Revenue and Expenditure Summary Report

cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT: SINAJANA MAYOR'S OFFICE

FISCAL YEAR: 2018

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

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

9-22-2018

REVENUE	
DONATION (CASH)	\$ 2,720.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA COMMUNITY BINGO	\$ 40,989.43
GRANTS	\$ 5,000.00
PROGRAM REGISTRATION	\$ 2,650.00
OTHER: CIVIL WEDDING/EVENT HOSTING/OFFICE REIMBURSEMENT	\$ 429.00
TOTAL REVENUE	\$ 51,788.43

OPERATIONS	
220	TRAVEL (OFF ISLAND) \$ -
230	CONTRACTUAL SERVICES \$ 2,776.03
233	OFFICE SPACE RENTAL/FACILITY USE \$ -
240	SUPPLIES & MATERIALS \$ 7,988.16
250	EQUIPMENT \$ 1,360.00
270	WORKERS COMPENSATION
	SINAJANA COMMUNITY BINGO PAYROLL \$ 19,119.37
	EMPLOYEE PERFORMANCE REVIEW \$ 7,176.70
271	DRUG TESTING \$ -
290	MISCELLANEOUS
	BANK SERVICE FEES \$ 110.00
	COMMUNITY PROGRAMS REFUND \$ -
	DONATIONS \$ 5,913.16
	FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS \$ 6,274.71
	FUNDRAISERS \$ -
	HUMANITARIAN ASSISTANCE \$ 855.00
	SPONSORSHIP \$ 579.00
	STIPEND FEE \$ 250.00
	TAX \$ 1,961.32
	SUMMER/CHRISTMAS CAMP EXPENSES \$ -
	OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS \$ -
	TOTAL OPERATIONS \$ 54,363.45

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

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

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I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 1st Quarter Report
RE: Sinajana Senior Citizens Center Operations

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MAYORS' COUNCIL
OF GUAM

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Senseramente,

Robert D.C. Hofmann
Mayor

Attached: Revenue and Expenditure Summary Report

cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS
 FISCAL YEAR: 2018
 NON-APPROPRIATED FUNDS (NAF)
 REVENUE AND EXPENDITURE SUMMARY REPORT
 (☒) 1ST QTR (☐) 2ND QTR (☐) 3RD QTR (☐) 4TH QTR

9.22.2018
 [Signature]

REVENUE	
DONATION (CASH)	\$ 3,812.50
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 6,174.84
GRANTS	\$ -
OTHER:	\$ -
TOTAL REVENUE	\$ 9,987.34

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ 2,000.00
REPAIRS	\$ -
LICENSE	\$ -
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 1,810.00
250 EQUIPMENT & PARTS	\$ -
270 WORKERS COMPENSATION	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ -
STIPEND FEE	\$ -
DONATIONS	\$ -
FUNDRAISERS	\$ -
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 6,125.71
HUMANITARIAN ASSISTANCE	\$ -
INCREASE CHANGE FUND	\$ -
OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS	\$ 545.00
TOTAL OPERATIONS	\$ 10,480.71

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

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

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RECD AT CENTRAL FILE
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Lillian Kosaka

9-22-2020
September 17, 2020

To: Director, Department of Revenue & Taxation
I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 2nd Quarter Report
RE: Non-Appropriated Fund

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MAYORS' COUNCIL
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Senseramente!


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Mayor

Attached: Revenue and Expenditure Summary Report

cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT:

SINAJANA MAYOR'S OFFICE

FISCAL YEAR:

2018

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

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

9-22-2018

REVENUE	
DONATION (CASH)	\$ 3,175.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA COMMUNITY BINGO	\$ 36,651.43
GRANTS	\$ -
PROGRAM REGISTRATION	\$ -
OTHER: CIVIL WEDDING/EVENT HOSTING/OFFICE REIMBURSEMENT	\$ 260.00
TOTAL REVENUE	\$ 40,086.43

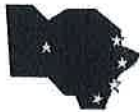
OPERATIONS	
220	TRAVEL (OFF ISLAND) \$ -
230	CONTRACTUAL SERVICES \$ 4,155.12
233	OFFICE SPACE RENTAL/FACILITY USE \$ -
240	SUPPLIES & MATERIALS \$ 12,464.68
250	EQUIPMENT \$ 569.13
270	WORKERS COMPENSATION
	SINAJANA COMMUNITY BINGO PAYROLL \$ 20,112.17
	EMPLOYEE PERFORMANCE REVIEW \$ -
271	DRUG TESTING
	\$ -
290	MISCELLANEOUS
	BANK SERVICE FEES \$ 100.00
	COMMUNITY PROGRAMS REFUND \$ -
	DONATIONS \$ 965.48
	FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS \$ -
	FUNDRAISERS \$ 4,690.03
	HUMANITARIAN ASSISTANCE \$ 1,150.00
	SPONSORSHIP \$ -
	STIPEND FEE \$ 420.00
	TAX \$ 1,580.50
	SUMMER/CHRISTMAS CAMP EXPENSES \$ -
	OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS \$ -
	TOTAL OPERATIONS \$ 46,207.11

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

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

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9-22-20
[Signature]

September 17, 2020



Municipality of Sinajana
Mayors' Council of Guam

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RCUB AT CENTRAL FILE
SEP 18 '20 AM 10:58
Lillian Kosaka

To: Director, Department of Revenue & Taxation
I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 2nd Quarter Report
RE: Sinajana Senior Citizens Center Operations

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Senseramente,

[Signature]
Robert D.C. Hofmann
Mayor

Attached: Revenue and Expenditure Summary Report

cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS
 FISCAL YEAR: 2018
 NON-APPROPRIATED FUNDS (NAF)
 REVENUE AND EXPENDITURE SUMMARY REPORT
 () 1ST QTR (v) 2ND QTR () 3RD QTR () 4TH QTR

9-22-18

REVENUE	
DONATION (CASH)	\$ 1,319.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 5,717.98
GRANTS	\$ -
OTHER:	\$ -
TOTAL REVENUE	\$ 7,036.98

OPERATIONS	
220	TRAVEL (OFF ISLAND) \$ -
230	CONTRACTUAL SERVICES \$ 270.00
	REPAIRS \$ -
	LICENSE \$ -
233	OFFICE SPACE RENTAL/FACILITY USE \$ -
240	SUPPLIES & MATERIALS \$ 1,664.00
250	EQUIPMENT & PARTS \$ -
270	WORKERS COMPENSATION \$ -
271	DRUG TESTING \$ -
290	MISCELLANEOUS
	BANK SERVICE FEES \$ -
	STIPEND FEE \$ -
	DONATIONS \$ -
	FUNDRAISERS \$ -
	FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS \$ 5,654.94
	HUMANITARIAN ASSISTANCE \$ -
	INCREASE CHANGE FUND \$ -
	OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS \$ -
	TOTAL OPERATIONS \$ 7,588.94

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

CAPITAL OUTLAY	
450	CAPITAL OUTLAY
	TOTAL CAPITAL OUTLAY

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9-22-20
September 17, 2020

To: Director, Department of Revenue & Taxation
I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 3rd Quarter Report
RE: Non-Appropriated Fund

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SEP 18 2020
MAYORS' COUNCIL
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Executive Director, MCOG file

DISTRICT: SINAJANA MAYOR'S OFFICE
 FISCAL YEAR: 2018
 NON-APPROPRIATED FUNDS (NAF)
 REVENUE AND EXPENDITURE SUMMARY REPORT
 () 1ST QTR () 2ND QTR (v) 3RD QTR () 4TH QTR

9-22-2018
 MS

REVENUE	
DONATION (CASH)	\$ 1,000.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ 200.00
FUNDRAISING ACTIVITIES: SINAJANA COMMUNITY BINGO	\$ 38,916.90
GRANTS	\$ 5,000.00
PROGRAM REGISTRATION	\$ 38,270.00
OTHER: CIVIL WEDDING/EVENT HOSTING/OFFICE REIMBURSEMENT	\$ -
SPONSORSHIP	\$ 450.00
TOTAL REVENUE	\$ 83,836.90

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ 2,650.88
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 8,486.37
250 EQUIPMENT	\$ -
270 WORKERS COMPENSATION	
SINAJANA COMMUNITY BINGO PAYROLL	\$ 16,457.30
EMPLOYEE PERFORMANCE REVIEW	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ 60.00
COMMUNITY PROGRAMS REFUND	\$ 1,879.29
DONATIONS	\$ 2,677.29
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 10,910.19
FUNDRAISERS	\$ -
HUMANITARIAN ASSISTANCE	\$ 830.00
SPONSORSHIP	\$ 806.00
STIPEND FEE	\$ 6,199.91
TAX	\$ 1,669.27
SUMMER/CHRISTMAS CAMP EXPENSES	\$ -
OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS	\$ -
TOTAL OPERATIONS	\$ 52,626.50

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

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

Robert R.D.C. Hofmann
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Municipality of Sinajana
Mayors' Council of Guam

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September 17, 2020

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From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 3rd Quarter Report
RE: Sinajana Senior Citizens Center Operations

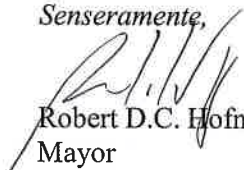
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Mayor

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cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS
 FISCAL YEAR: 2018
 NON-APPROPRIATED FUNDS (NAF)
 REVENUE AND EXPENDITURE SUMMARY REPORT
 () 1ST QTR () 2ND QTR () 3RD QTR () 4TH QTR

9-22-2018
 [Signature]

REVENUE	
DONATION (CASH)	\$ 1,257.06
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 5,365.97
GRANTS	
OTHER:	\$ -
TOTAL REVENUE	\$ 6,623.03

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ 200.00
REPAIRS	\$ -
LICENSE	\$ 100.00
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 1,102.00
250 EQUIPMENT & PARTS	\$ -
270 WORKERS COMPENSATION	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ -
STIPEND FEE	\$ -
DONATIONS	\$ -
FUNDRAISERS	\$ -
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 5,759.17
HUMANITARIAN ASSISTANCE	\$ -
INCREASE CHANGE FUND	\$ -
OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS	\$ -
TOTAL OPERATIONS	\$ 7,161.17

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

CAPITAL OUTLAY	
450 CAPITAL OUTLAY	
TOTAL CAPITAL OUTLAY	

Robert R.D.C. Hofmann
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Rudy D. Iriarte
Vice Mayor

9-22-2020



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SEP 22 2020

**MAYORS' COUNCIL
OF GUAM**

To: Director, Department of Revenue & Taxation
I Maga'hågan Guåhan
Speaker of the Guam Legislature
Office of Public Accountability

From: Mayor, Vice Mayor and MPC, Municipality of Sinajana

SUBJECT: Fiscal Year 2018 - 4th Quarter Report
RE: Non-Appropriated Funds

Håfa Adai!

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Executive Director, MCOG file

DISTRICT:

SINAJANA MAYOR'S OFFICE

FISCAL YEAR:

2018

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

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

9-22-12
WR

REVENUE	
DONATION (CASH)	\$ 390.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA COMMUNITY BINGO	\$ 32,280.20
GRANTS	\$ -
PROGRAM REGISTRATION	\$ 790.00
OTHER: CIVIL WEDDING/EVENT HOSTING/OFFICE REIMBURSEMENT	\$ 50.00
SPONSORSHIP	\$ 250.00
TOTAL REVENUE	\$ 33,740.20

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ 5,194.00
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 13,507.07
250 EQUIPMENT	\$ -
270 WORKERS COMPENSATION	\$ 18,811.19
EMPLOYEE PERFORMANCE REVIEW	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ 210.00
COMMUNITY PROGRAMS REFUND	\$ 248.28
DONATIONS	\$ 300.00
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 4,487.76
FUNDRAISERS	\$ -
HUMANITARIAN ASSISTANCE	\$ 320.00
SPONSORSHIP	\$ 1,225.60
STIPEND FEE: COMMUNITY PROGRAMS	\$ 11,093.94
TAX	\$ 1,692.41
SUMMER/CHRISTMAS CAMP EXPENSES	\$ -
OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS	\$ -
TOTAL OPERATIONS	\$ 57,090.25

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

CAPITAL OUTLAY	
450 CAPITAL OUTLAY	\$ 12,063.67
TOTAL CAPITAL OUTLAY	\$ -

Robert R.D.C. Hofmann
Mayor

Rudy D. Iriarte
Vice Mayor



9-22-20
mr

September 17, 2020



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Mayors' Council of Guam

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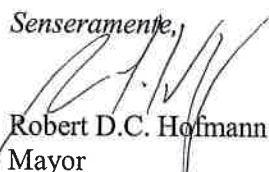
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cc: Sinajana Municipal Planning Council
Executive Director, MCOG file

DISTRICT: SINAJANA SENIOR CENTER OPERATIONS

FISCAL YEAR: 2018

NON-APPROPRIATED FUNDS (NAF)

REVENUE AND EXPENDITURE SUMMARY REPORT

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

9-22-20
MS

REVENUE	
DONATION (CASH)	\$ 42.00
DONATION (IN-KIND)	\$ -
FACILITY USE	\$ -
FUNDRAISING ACTIVITIES: SINAJANA SENIOR CENTER BINGO	\$ 6,711.09
GRANTS	\$ -
OTHER:	\$ -
TOTAL REVENUE	\$ 6,753.09

OPERATIONS	
220 TRAVEL (OFF ISLAND)	\$ -
230 CONTRACTUAL SERVICES	\$ -
REPAIRS	\$ -
LICENSE	\$ -
233 OFFICE SPACE RENTAL/FACILITY USE	\$ -
240 SUPPLIES & MATERIALS	\$ 490.00
250 EQUIPMENT & PARTS	\$ -
270 WORKERS COMPENSATION	\$ -
271 DRUG TESTING	\$ -
290 MISCELLANEOUS	
BANK SERVICE FEES	\$ -
STIPEND FEE	\$ -
DONATIONS	\$ -
FUNDRAISERS	\$ -
FOOD ITEMS: EVENT HOSTINGS/PROGRAM FEEDINGS	\$ 4,265.43
HUMANITARIAN ASSISTANCE	\$ -
INCREASE CHANGE FUND	\$ -
OTHERS: HARLAND CHECK ORDERS/PRIZES/AWARDS	\$ -
TOTAL OPERATIONS	\$ 4,755.43

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

CAPITAL OUTLAY	
450 CAPITAL OUTLAY	
TOTAL CAPITAL OUTLAY	

Sinajana 2018 NAF Quarterly Reports

9-27-20

From: SMO SMO (sinajanamayoroffice@gmail.com)

To: dafne.shimizu@revtax.guam.gov; admin@guamopa.com; elaine.schaaf@gmail.com; lillian.kosaka@guam.gov; jessica.cruz@guam.gov; speaker@guamlegislature.org; guammayor@gmail.com; rudyiriarte@gmail.com

Date: Monday, September 21, 2020, 09:12 AM GMT+10

Håfa Adai,

Please find attached 2018 quarters 1-4 for NAF for the Sinajana Mayor's Office and the Sinajana Senior Citizens Center Operations. Please feel free to contact us should you have any questions or concerns. These reports have also been sent to the Office of the Public Auditor (OPA).

Thank you, stay safe and God Bless!

Kind Regards,
Anna Sablan

Sinajana Mayor's Office

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

sinajanamayoroffice@gmail.com

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Sinajana NAF Quarterly Reports

From: SMO SMO (sinajanamayorsoffice@gmail.com)

Cc: elaine.schaaf@gmail.com; lillian.kosaka@guam.gov; jessica.cruz@guam.gov; admin@guamopa.com; speaker@guamlegislature.org; dafne.shimizu@revtax.guam.gov; guammayor@gmail.com; rudyiriarte@gmail.com

Date: Tuesday, September 22, 2020, 11:07 AM GMT+10

Håfa Adai,

Please find attached the **2018 (NAF) 4th Quarter Report for the Sinajana Mayor's Office and the 2017 2nd Quarter Report for the Sinajana Senior Citizens Center Operations (SCCO)**. Please feel free to contact us should you have any questions or concerns. These reports have also been sent to the Office of the Public Auditor (OPA).

Thank you, stay safe and God Bless!

Kind Regards,
Anna Sablan

Sinajana Mayor's Office

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sinajanamayorsoffice@gmail.com

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