

Robert R.D.C. Hofmann
Mayor



SIN/NAF
Municipality of Sinajana
Mayors' Council of Guam

Konsehelon Mahot Guåhan

P. O. Box 786 Hagåtña, Guam 96932

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Fax 671-472-5084

sinajanamayorsoffice@gmail.com

www.sinajana.org

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 *PH*
District of Sinajana

Subject: Non-Appropriated Funds (NAF) Public Law 30-86 1ST 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 1ST 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 1ST Quarter Report
SCC 1ST Quarter Report

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JAN 08 2025

Dept. of Rev & Tax
BPTB 04

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JAN 10 2025 *JR*

**MAYORS' COUNCIL
OF GUAM**

DISTRICT: SINAJANA MAYOR'S OFFICE
 FISCAL YEAR: 2025
 NON-APPROPRIATED FUNDS (NAF)
 REVENUE AND EXPENDITURE SUMMARY REPORT
 (V) 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
TOTAL REVENUE	\$ 71,120.00

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	\$ -
TOTAL OPERATIONS	\$ 84,468.59

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

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

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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
 (V) 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	\$ -
	\$ -
TOTAL REVENUE	\$ 15,398.07

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 \$ -
	TOTAL OPERATIONS \$ 9,653.23

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

CAPITAL OUTLAY	
450	CAPITAL OUTLAY
	TOTAL CAPITAL OUTLAY

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JAN 10 2025 *SR*

**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" <governor@guam.gov>, admin@guamopa.com

Cc: Robert Hofmann <guammayor@gmail.com>

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

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

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JAN 10 2025 JR

**MAYORS' COUNCIL
OF GUAM**



April 01, 2025

MEMORANDUM

To: Frank F. Blas Jr., 38th Guam Legislature

From: Mayor Robert RDC Hofmann, Sinajana *BY*

Subject: FY 2025 APPROPRIATED FUNDS (VOMBPS GF-GEFF)
2nd QUARTER EXPENDITURE REPORT

- P.L. 37-125(FY2025) Section 3 – Village Operations-Maintenance-Beautification-Public Safety Programs—General Fund (VOMBPS-GF) ✓
- P.L. 37-125(FY2025) Section 3 – Village Operations-Maintenance-Beautification-Public Safety Programs-Guam Educational Facilities Fund (VOMBPS-GEFF) ✓

Dear Speaker Blas,

Buenas yan Hafa Adai, transmitted herewith pursuant to Public Law 37-125 – FY2025 Budget Act for the Mayors' Council of Guam is the Sinajana Mayor's Office FY2025 2nd Quarter Expenditure Reports for the following budgets:

- Village Operations-Maintenance-Beautification-Public Safety Programs-General Fund (VOMBPS-GF)
- Village Operations-Maintenance-Beautification-Public Safety Programs- Guam Educational Facilities Fund (VOMBPS-GEFF)

Also attached are descriptions of expenditures for which the monies are being used. Please contact myself or my office at the numbers listed for any questions.

Si Yu'us Ma'ase'

CC: Senator Christopher M. Duenas, Chairperson-Committee on Finance and Government Operations
Joy Jean Arceo, MCOG Executive Director

Attachments: Ledgers for VOMBPS-GF, VOMBPS-GEFF

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APR 04 2025

**MAYORS' COUNCIL
OF GUAM**

FY 2025
VILLAGE OPERATIONS-MAINTENANCE-BEAUTIFICATION-PUBLIC SAFETY PROGRAMS - GENERAL FUND (VOMBPS-GF)
2nd Quarter Report

DISTRICT: SINAJANA MAYOR'S OFFICE

APPROPRIATION	ENCUMBRANCE TRAVEL 220	EXPENDITURE TRAVEL 220	ENCUMBRANCE CONTRACTUAL SERVICES 230	EXPENDITURE CONTRACTUAL SERVICES 230	ENCUMBRANCE SUPPLIES 240	EXPENDITURE SUPPLIES 240	ENCUMBRANCE EQUIP. BELOW \$5,000 250	EXPENDITURE EQUIP. BELOW \$5,000 250	ENCUMBRANCE DRUG TESTING 271	EXPENDITURE DRUG TESTING 271	ENCUMBRANCE MISC. 290	EXPENDITURE MISC. 290	ENCUMBRANCE TELEPHONE 303	EXPENDITURE TELEPHONE 303	ENCUMBRANCE CAPITAL OUTLAY EQUIP. \$5,000 AND OVER 400	EXPENDITURE CAPITAL OUTLAY EQUIP. \$5,000 AND OVER 400	ENCUMBRANCE TOTAL	EXPENDITURE TOTAL	REMAINING BALANCE
\$ 20,888.85	\$ -	\$ -	\$ 1,144.98	\$ -	\$ 13,462.21	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 5,576.16	\$ -	\$ -	\$ -	\$ 20,888.85	\$ 19,291.12	\$ 2,092.23
DRUG TEST: H. CAMACHO									\$ 40.00									\$ 40.00	
MICROPAC INC.						\$ 169.95												\$ 169.95	
IPBE HOLDINGS LLC						\$ 7,500.00												\$ 7,500.00	
BENSON GUAM						\$ 270.00												\$ 270.00	
THE HOME DEPOT						\$ -												\$ -	
ERIC HARDWARE EXPRESS						\$ 270.00												\$ 270.00	
GUAM-HOME CENTER						\$ 270.00												\$ 270.00	
NATIONAL OFFICE SUPPLY						\$ 264.00												\$ 264.00	
STANDARD OFFICE SUPPLY						\$ 264.00												\$ 264.00	
COST U LESS						\$ 264.00												\$ 264.00	
GTA														\$ 5,576.16				\$ 5,576.16	
MEGABYTE						\$ 570.00												\$ 570.00	
SBS GUAM INC.						\$ 2,493.00												\$ 2,493.00	
MICROPAC INC.						\$ 359.88												\$ 359.88	
DRUG TEST: D. CAMACHO									\$ 40.00									\$ 40.00	
DRUG TEST: C. ATAGUE									\$ 40.00									\$ 40.00	
DRUG TEST: F. JOSEPH									\$ 40.00									\$ 40.00	
																		\$ -	
\$ 20,888.85	\$ -	\$ -	\$ 1,144.98	\$ -	\$ 13,462.21	\$ 12,954.06	\$ -	\$ -	\$ 200.00	\$ 160.00	\$ -	\$ -	\$ 5,576.16	\$ 5,576.16	\$ -	\$ -	\$ 20,888.85	\$ 19,291.12	\$ 2,092.23

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MAYORS' COUNCIL
OF GUAM

FY 2025
VILLAGE OPERATIONS-MAINTENANCE-BEAUTIFICATION-PUBLIC SAFETY PROGRAMS - GUAM EDUCATIONAL FACILITIES FUND (VOMBPS-GEFF)
2nd Quarter Report

DISTRICT: SINAJANA MAYOR'S OFFICE

APPROPRIATION	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE	EXPENDITURE	ENCUMBRANCE TOTAL	EXPENDITURE TOTAL	REMAINING BALANCE
	TRAVEL 220	TRAVEL 220	CONTRACTUAL SERVICES 230	CONTRACTUAL SERVICES 230	SUPPLIES 240	SUPPLIES 240	EQUIP. BELOW \$5,000 250	EQUIP. BELOW \$5,000 250	DRUG TESTING 271	DRUG TESTING 271	MISC. 280	MISC. 280	TELEPHONE 363	TELEPHONE 363	CAPITAL OUTLAY EQUIP. \$5,000 AND OVER 450	CAPITAL OUTLAY EQUIP. \$5,000 AND OVER 450					
\$ 2,797.11	\$ -	\$ -	\$ 1,066.00	\$ -	\$ 1,731.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,797.11	\$ 1,587.97	\$ 1,209.14
TIMELESS EXPRESS TIRE & LUBE INC.			\$ 1,066.00																\$ -	\$ 1,066.00	\$ -
NAPA AUTO PARTS						\$ 521.97													\$ -	\$ 521.97	\$ -
																			\$ -	\$ -	\$ -
																			\$ -	\$ -	\$ -
																			\$ -	\$ -	\$ -
																			\$ -	\$ -	\$ -
																			\$ -	\$ -	\$ -
																			\$ -	\$ -	\$ -
\$ 2,797.11	\$ -	\$ -	\$ 1,066.00	\$ 1,066.00	\$ 1,731.11	\$ 521.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,797.11	\$ 1,587.97	\$ 1,209.14

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 MAYORS' COUNCIL
 OF GUAM

FY2025 – 2nd Quarter Report – SINAJANA

VILLAGE OPERATIONS-MAINTENANCE-BEAUTIFICATION-PUBLIC SAFETY PROGRAMS (VOMBPS-GF)

- Contractual Services (230)
 - o No expenditures from as of 03/31/2025
- Supplies (240)
 - o Micropac, Inc for purchase of External Hard Drive and Power Plug utilized in the Sinajana Day Camps. P252815042 opened 11/27/2024. Expenditure of \$169.98.
 - o IP&E Holdings, LLC DBA IP&E Guam for the purchase of fuel for daily operations. Q252815-011 opened 10/12/2025. Expenditure of \$3,695.18 as of 12/31/2024.
 - o Benson Guam Enterprises Inc. for the purchase of janitorial cleaning supplies. P252815120 opened on 01/13/2025. Expenditure of 122.51 as of 03/31/2025.
 - o The Home Depot for the purchase of janitorial supplies. P252815121 opened on 01/13/2025 and closed on 2/7/2025 due to PO's not allowed with MCOG. Replaced by ERC Hardware Express.
 - o ERC Hardware Express for the purchase of janitorial supplies. P252518212 opened 02/14/2025. No expenditures as 03/30/2025 as PO not allowed.
 - o The Guam Home Center for the purchase of janitorial supplies. P252815122 opened 1/13/2025. No expenditures as PO's not allowed.
 - o National Office Supplies for the purchase of office supplies. P252815123 opened on 1/13/2025. Expenditure of \$112.17 as of 03/30/2025.
 - o Standard Office Supplies for the purchase of office supplies. P252815124 opened 01/13/2025. No expenditures as of 03/31/2025 as PO not allowed. .
 - o Cost U Less Tamuning for the purchase of office supplies. P252815125 opened on 01/08/2025. No expenditures as of 03/31/2025.
 - o GTA for landline, internet and cable services. P252815135 opened 1/17/2025. Expenditure of \$1385.28 as of 03/31/2025.
 - o Megabyte for the purchase of black toner and waster toner cartridges. P252815142 opened 01/29/2025. Expenditure of \$570 as of 03/31/2025.
 - o SBS Guam Inc. for the purchase of color toners. P252815142 opened 01/29/2025. Expenditure of \$2493.00 as of 03/31/2025.
 - o Micropac for the purchase of wifi extender for the Community Center. P252815193 opened 02/11/2025. No expenditure as PO not allowed.
- Drug Testing (271)
 - o Drug testing for new employee – H. Camacho. Expenditure of \$40 for new drug testing as of 12/31/2024.
 - o Drug testing for new employee-P. Camacho. Expenditure of \$40 s of 03/31/2025
 - o Drug testing for new employee-C. Aflague. Expenditure of \$40 as of 03/31/2025
 - o Drug testing for new employee-F. Jocson. Expenditure of \$40 as 03/31/2025
- Miscellaneous
 - o No Miscellaneous expenditures as of 12/31/2024.
- Utilities (363)
 - o No utilities expenditures as of 12/31/2024.

VILLAGE OPERATIONS-MAINTENANCE-BEAUTIFICATION-PUBLIC SAFETY PROGRAMS (VOMBPS-GEFF)

- Contractual (230)
 - o Triple J Express Tire for the repair and replacement of tires for official vehicles. P252815043 opened as of 1/27/2025. Expenditure of \$464 as of 03/31/2025.
- Supplies (240)
 - o Napa Auto Parts for the purchase of official vehicle batteries. P252815130 opened 1/9/2025. Expenditure of \$521.97 as of 03/31/2025.

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**MAYORS' COUNCIL
OF GUAM**



July 5, 2024

April 01, 2025

MEMORANDUM

To: Frank F. Blas Jr., 38th Guam Legislature

From: Mayor Robert RDC Hofmann, Sinajana *RH*

Subject: FY 2025 APPROPRIATED FUNDS
2ND QUARTER EXPENDITURE REPORT
- P.L. 37-125 Section 2 – Limited Gaming Fund (LGF)✓

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**MAYORS' COUNCIL
OF GUAM**

Dear Speaker Terlaje,

Buenas yan Hafa Adai, transmitted herewith pursuant to Public Law 37-125 – FY 2025 Budget Act for the Mayors' Council of Guam is the Sinajana Mayor's Office FY2025 2nd Quarter Expenditure Reports for the following budget:

- Limited Gaming Fund

Also attached are descriptions of expenditures for which the monies are being used. Please contact myself or my office at the numbers listed for any questions.

Si Yu'us Ma'ase.

CC: Senator Christopher M. Duenas, Chairperson-Committee on Finance and Government Operations
Joy Jean Arceo, MCOG Executive Director

Attachments: Ledger for LGF

FY2025 – 2nd Quarter Report – SINAJANA

LIMITED GAMING FUND (LGF)

- Contractual (230)
 - o Guahan Waste Control DBA Mr. Rubbishman for the rental of 35 cubic yard Roll Off Bins. P252815236 opened 2/27/2025. No expenditures as of 03/31/2025.
- Supplies (240)
 - o Hornet International, Inc. for the purchase of sporting good supplies utilized in the Sinajana Day camps. P252815064 opened on 12/18/2025. No expenditures as of 03/31/2025.
 - o Sports Concepts, Inc. DBA Goodys Sporting Goods for the purchase of sporting good supplies utilized in the Sinajana Summer, Easter and Christmas Day camps. P252815065 opened on 12/18/2025. No expenditures as of 03/31/2025. PO Closed and switch ed to Mark's Sporting Goods.
 - o Marks Sporting Goods for the purchase of sporting goods for the Sinajana Day Camps.
 - o Champion Sporting Goods for the purchase of sporting good supplies utilized in the Sinajana Day camps. P252815066 opened on 12/18/2025. No expenditures as of 03/31/2025. PO closed and switched with Cost U Less.
 - o Cost U Less Tamuning for the purchase of sporting goods supplies for the Sinajana Day Camps. No expenditures as of 03/31/2025. PO Closed and switch ed to Mark's Sporting Goods.
 - o IP&E Guam for the purchase of fuel for official vehicles. Q252815-207 opened on 03/14/2025. Expenditure of \$1213.65 as of 03/31/2025.

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**MAYORS' COUNCIL
OF GUAM**



SIN/LGF
SMO SMO <sinajanamayorsoffice@gmail.com>

SINAJANA - FY25 2nd Quarter Appropriated Fund (AF) Report

1 message

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

To: speakerblas@guamlegislature.gov, senator.duenas@guamlegislature.gov

Cc: Robert Hofmann <guammayor@gmail.com>

Thu, Apr 3, 2025 at 12:01 PM

Buenas yan Hafa Adai,

Please find the attached Sinajana Mayor's Office FY2025 2nd Quarter Appropriated Fund Report and let us know if you might have any questions or concerns.

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

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