



DIPATTAMENTON I KAOGAO GUINAHAN CHAMORRO
DEPARTMENT OF CHAMORRO AFFAIRS



Honorable Felix P. Camacho
 Governor of Guam

Sylvia M. Flores
 Acting President

Honorable Michael W. Cruz
 Lt. Governor of Guam

July 22, 2009

MEMORANDUM

To: The Honorable Judith Won Pat, Speaker
 Thirtieth Guam Legislature
 I Liheslaturan Guahan

From: Sylvia M. Flores, Acting President *SMF*
 Department of Chamorro Affairs

Subject: FY2009 3rd Quarter Reporting Requirements

2009 JUL 23 PM 2:13

Pursuant to P.L. 29-113, the following reports required for FY2009 3rd Quarter are being submitted:

Chapter VI, Section 26 Federal Funding Reports

No federal funds received and no payments using federal funds were made for this period.

Chapter VII, Section 2 Reporting Requirements ...full disclosure of all funds:

1. Expenditure/Encumbrance Report (AS400)
2. Income/Expense Report-President's Office(non-appropriated funds)
3. Income/Expense Report-Research, Publication and Training(non-appropriated funds)
4. Income/Expense Report-Guam Museum(non-appropriated funds)
5. Income/Expense Report-Chamorro Village(non-appropriated funds)
6. Electronic Format of items 1 through 6 above, one(1) copy

Chapter VII, Section 20, Authorization for Payment of Prior Year's Obligations

No appropriation/authorization for payment of Prior Years' Obligations for this period. Please note that promised compensation for prior years for three employees are not funded.

Chapter VII, Section 24 Reporting Staffing Pattern

FY2009 Current Staffing Pattern

Should you have any questions or require additional information, please advise.

36-09-0890

Office of the Speaker
 Judith T. Won Pat, Ed/D.

Attachments

Cc: Office of the Public Auditor of Guam

Date *7/23/09*
 Time
 Received by *[Signature]*

"Department of Chamorro Affairs is an Equal Opportunity Provider and Employer"

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DIBISION FINO' YAN KOTTURAN CHAMORRO
 Chamorro Language and Culture Division

I SENGSONG CHAMORRO
 Chamorro Village

DIBISION INALIGAO, TINIGE', YAN FINA'NA'GUE
 Research, Publications and Training Division

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DIBISION FANINADAHEN KOSAS GUAHAN YAN SAGAN RIKUETDON
 Guam Museum & Archives Division

**For Appropriation/Expenditure Report pursuant to PL 29-113
Government of Guam
2009 3rd Qtr Appropriation/Expenditure Report**

DEPARTMENT OF CHAMORRO AFFAIRS

Fund	Object Category	Appropriations	YTD Allotment	Expenditures	Outstanding Encumbrances	Funds Available	Unallotted Balance
GENERAL FUND	REGULAR SALARY	\$ 525,205.64	\$ 411,302.22	\$ 381,454.08	\$ -	\$ 29,848.14	\$ 113,903.42
	FRINGE	\$ 168,589.00	\$ 129,469.00	\$ 124,768.61	\$ -	\$ 4,700.39	\$ 39,120.00
	CONTRACT	\$ 11,989.00	\$ 11,989.00	\$ 7,980.45	\$ 3,920.07	\$ 88.48	\$ -
	BLDG RENT	\$ 191,265.00	\$ 191,265.00	\$ 143,447.76	\$ 47,815.92	\$ 1.32	\$ -
	SUPPLIES	\$ 3,684.50	\$ 2,548.50	\$ 2,069.74	\$ 281.47	\$ 197.29	\$ 1,136.00
	WORKERS COMP BENEFITS	\$ 2,822.36	\$ 2,822.36	\$ 2,785.65	\$ -	\$ 36.71	\$ -
	DRUG TESTING CHARGES	\$ 37.50	\$ 37.50	\$ 37.50	\$ -	\$ -	\$ -
	TELEPHONE	\$ 4,447.00	\$ 4,447.00	\$ 2,701.53	\$ 726.91	\$ 1,018.56	\$ -
	GENERAL FUND Fund Totals:	\$ 908,040.00	\$ 753,880.58	\$ 665,245.32	\$ 52,744.37	\$ 35,890.89	\$ 154,159.42
FEDERAL GRANT FUND	CONTRACT	\$ 6,552.20	\$ 6,552.20	\$ -	\$ -	\$ 6,552.20	\$ -
	EQUIPMENT	\$ 76.39	\$ 76.39	\$ -	\$ -	\$ 76.39	\$ -
	FEDERAL GRANT FUND Fund Totals:	\$ 6,628.59	\$ 6,628.59	\$ -	\$ -	\$ 6,628.59	\$ -
DEPARTMENT OF CHAMORRO AFFAIRS GRAND TOTALS:		\$ 914,668.59	\$ 760,509.17	\$ 665,245.32	\$ 52,744.37	\$ 42,519.48	\$ 154,159.42

Government of Guam
2009 3rd Qtr Staffing Pattern
DEPARTMENT OF CHAMORRO AFFAIRS

Program **PRESIDENT'S OFFICE (3601)**

Fund Source	Position Number	Position Title	Name	Grade-Step	Salary	Increment Date	Increment Amount	Subtotal	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	TOTAL
GENERAL FUND	PRESIDENT	VACANT FUNDED	FLORES, SYLVIA M. (ACTING)	R-5	\$ 55,303		\$ -	\$ 55,303	\$ 13,936	\$ 404	\$ -	\$ 802	\$ 174	\$ 1,380	\$ 180	\$ 16,876	\$ 72,179
GENERAL FUND	602	ADMINISTRATIVE ASSISTANT	PAULINO, JENNIFER G	J - 13	\$ 38,155	2/14/2011	\$ -	\$ 38,155	\$ 8,642	\$ -	\$ -	\$ 553	\$ 174	\$ 1,380	\$ 180	\$ 10,929	\$ 49,084
GENERAL FUND	103	SECRETARY II (TYPIST)	PORTODO-HERNANDEZ, PATTI B	H - 10	\$ 29,962	2/21/2010	\$ -	\$ 29,962	\$ 6,786	\$ 404	\$ -	\$ 434	\$ 174	\$ 3,606	\$ 413	\$ 11,818	\$ 41,780
GENERAL FUND	104	ADMINISTRATIVE SERVICES OFFICER	QUINTANILLA, JUANITA P	N - 10	\$ 46,596	11/27/2010	\$ -	\$ 46,596	\$ 10,554	\$ 404	\$ -	\$ 676	\$ 174	\$ 1,380	\$ 180	\$ 13,367	\$ 59,963
PRESIDENT'S OFFICE TOTALS:					\$ 170,016		\$ -	\$ 170,016	\$ 39,918	\$ 1,211	\$ -	\$ 2,465	\$ 696	\$ 7,746	\$ 953	\$ 52,990	\$ 223,006

Agency

Program **DIVISION OF RESEARCH, PUBLICATION AND TRAINING* (3630)**

Fund Source	Position Number	Position Title	Name	Grade-Step	Salary	Increment Date	Increment Amount	Subtotal	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	TOTAL
GENERAL FUND	609	GUAM HISTORIC PRESERVATION OFF	AGUON, LYNDA B	P - 14	\$ 63,428	12/26/2009	\$ -	\$ 63,428	\$ 14,366	\$ 404	\$ -	\$ 920	\$ 174	\$ 1,380	\$ 180	\$ 17,424	\$ 80,852
GENERAL FUND	402	PLANNER III	PALOMO, SIMEON M	N - 15	\$ 55,341	6/22/2011	\$ -	\$ 55,341	\$ 13,946	\$ 404	\$ -	\$ 802	\$ 174	\$ 1,380	\$ 180	\$ 15,071	\$ 70,412
DIVISION OF RESEARCH, PUBLICATION AND TRAINING* TOTALS:					\$ 118,769		\$ -	\$ 118,769	\$ 28,312	\$ 807	\$ -	\$ 1,722	\$ 348	\$ 2,760	\$ 360	\$ 32,495	\$ 151,264

Agency

Program **GUAM MUSEUM (3640)**

Fund Source	Position Number	Position Title	Name	Grade-Step	Salary	Increment Date	Increment Amount	Subtotal	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	TOTAL
GENERAL FUND	603	MUSEUM CURATOR	RAMIREZ, ANTHONY J	M - 03	\$ 32,263	9/24/2009	\$ 239	\$ 32,502	\$ 7,308	\$ 404	\$ -	\$ 468	\$ 174	\$ 1,380	\$ 180	\$ 9,913	\$ 42,415
GENERAL FUND	605	MUSEUM ASSISTANT	GUMABON, COLASITA B	E - 14	\$ 28,670	7/25/2009	\$ 131	\$ 28,801	\$ 6,494	\$ 404	\$ -	\$ 416	\$ 174	\$ -	\$ -	\$ 7,487	\$ 36,288
GENERAL FUND	606	MUSEUM ASSISTANT	OJEDA, LOLITA T	E - 14	\$ 28,670	4/6/2010	\$ -	\$ 28,670	\$ 6,494	\$ 404	\$ -	\$ 416	\$ 174	\$ -	\$ -	\$ 7,487	\$ 36,157
GENERAL FUND	608	MUSEUM ASSISTANT	WUSSTIG, BETTY ANN P	E - 09	\$ 24,151	8/1/2010	\$ -	\$ 24,151	\$ 5,470	\$ -	\$ -	\$ 350	\$ 174	\$ 1,838	\$ 231	\$ 8,063	\$ 32,214
GENERAL FUND	609	LABORER	MANIBUSAN, JAVIER MIKEL T	D - 01	\$ 15,840	4/27/2010	\$ -	\$ 15,840	\$ 3,588	\$ -	\$ -	\$ 230	\$ 174	\$ -	\$ -	\$ 3,991	\$ 19,831
GUAM MUSEUM TOTALS:					\$ 129,594		\$ 370	\$ 129,964	\$ 29,353	\$ 1,211	\$ -	\$ 1,879	\$ 870	\$ 3,218	\$ 411	\$ 36,941	\$ 166,905

Agency

Program **DCA - CHAMORRO VILLAGE (3650)**

Fund Source	Position Number	Position Title	Name	Grade-Step	Salary	Increment Date	Increment Amount	Subtotal	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	TOTAL
GENERAL FUND	CV-003	MAINTENANCE SUPERVISOR	SANCHEZ, FRANK Q	J - 10	\$ 34,414	12/8/2010	\$ -	\$ 34,414	\$ 7,795	\$ -	\$ -	\$ 499	\$ 174	\$ 1,380	\$ -	\$ 9,848	\$ 44,262
GENERAL FUND	CV-004	LABORER	EVARISTO, EDWIN P	D - 10	\$ 23,760	3/19/2010	\$ -	\$ 23,760	\$ 5,382	\$ 404	\$ -	\$ 345	\$ 174	\$ 3,164	\$ 385	\$ 9,852	\$ 33,612
GENERAL FUND	CV-002	ADMINISTRATIVE ASSISTANT	SAN NICOLAS, JEFFREY A	J - 10	\$ 34,414	2/27/2010	\$ -	\$ 34,414	\$ 7,795	\$ -	\$ -	\$ 499	\$ 174	\$ 1,380	\$ 180	\$ 10,028	\$ 44,442
GENERAL FUND	CV-005	LABORER	IRIARTE, FRANCISCO LG	D - 03	\$ 17,820	7/5/2009	\$ 127	\$ 17,947	\$ 4,036	\$ 404	\$ -	\$ 258	\$ 174	\$ 1,380	\$ 180	\$ 6,432	\$ 24,379
GENERAL FUND	CV-006	PROGRAM COORDINATOR I	MARCOS, GERARDO R	K - 09	\$ 35,751	9/16/2009	\$ 164	\$ 35,915	\$ 8,098	\$ -	\$ -	\$ 518	\$ 174	\$ -	\$ -	\$ 8,790	\$ 44,705
GENERAL FUND	CV-007	CHAMORRO VILLAGE MANAGER	CURA, MICHAEL A.	N - 08	\$ 43,490	10/15/2010	\$ -	\$ 43,490	\$ 9,850	\$ 404	\$ -	\$ 631	\$ 174	\$ 3,606	\$ 413	\$ 15,078	\$ 58,568
DCA - CHAMORRO VILLAGE TOTALS:					\$ 189,849		\$ 291	\$ 189,940	\$ 42,955	\$ 1,211	\$ -	\$ 2,750	\$ 1,044	\$ 10,910	\$ 1,158	\$ 60,028	\$ 249,968
GRAND TOTALS:					\$ 608,028		\$ 661	\$ 608,689	\$ 140,539	\$ 4,439	\$ -	\$ 8,817	\$ 2,957	\$ 24,634	\$ 2,882	\$ 182,454	\$ 791,143

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Accrual Basis

DEPT. OF CHAMORRO AFFAIRS - PRESIDENT'S OFFICE
Income and Expense
October 2008 through June 2009

	<u>Oct '08 - Jun 09</u>
Income	
14300 · Interest Earned	30.64
40000 · Donation	
40100 · FESTPAC	230.00
40000 · Donation - Other	1,818.00
Total 40000 · Donation	<u>2,048.00</u>
Total Income	2,078.64
Expense	
60600 · Meals and Entertainment Expense	286.57
61400 · Office Supplies Expense	246.59
61600 · Postage and Shipping Expense	44.32
61800 · Professional Fee	628.72
62000 · Promotions Expense	2,661.10
62251 · Computer Software	196.00
62600 · Travel Expense	1,446.25
62800 · Workshop Expense	200.00
64000 · Miscellaneous Expense	3,226.69
Total Expense	<u>8,936.24</u>
Net Income	<u><u>-6,857.60</u></u>

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Accrual Basis

DEPT. OF CHAMORRO AFFAIRS RESEARCH PUBLICATION TRAINING
INCOME/EXPENSE
October 2008 through June 2009

	<u>Oct '08 - Jun 09</u>
Ordinary Income/Expense	
Income	
14300 · Interest Earned	123.75
40000 · Donation	7,556.50
41000 · Sales-Books	28,562.85
41200 · Sales-T-Shirt	10.00
Total Income	<u>36,253.10</u>
Cost of Goods Sold	
5000 · Cost of Goods Sold	1,125.00
Total COGS	<u>1,125.00</u>
Gross Profit	35,128.10
Expense	
60000 · Advertising	865.00
60200 · Bank Charges	44.27
60600 · Meals & Entertainment Expense	1,380.69
60800 · License Fees	25.00
61200 · Office Expense	712.16
61400 · Office Supplies Expense	40.00
61700 · Printing & Copies Expense	35,401.00
62000 · Promotions Expense	-659.00
64000 · Miscellaneous Expense	890.45
Total Expense	<u>38,699.57</u>
Net Ordinary Income	<u>-3,571.47</u>
Net Income	<u><u>-3,571.47</u></u>

**CHAMORRO VILLAGE
 INCOME/EXPENSE**
 October 2008 through June 2009

	Oct '08 - Jun 09
Ordinary Income/Expense	
Income	
4000 Main Pavillion	1,480.00
4020 CV Lease Stall	302,866.18
4060 Wednesday Night Market	122,677.99
4080 Other Income	543.40
Total Income	427,567.57
Gross Profit	427,567.57
Expense	
6000 Advertising	3,017.34
6010 Bad Debt Expense	7,418.39
6020 Bank Charges	228.27
6040 Communication	666.46
6045 Entertainment	
6041 Wednesday Night Market	20,618.50
6042 Entertainment - Others	2,500.00
Total 6045 Entertainment	23,118.50
6055 Maintenance Expense	
6056 Janitorial Services	48,706.40
6057 Contractual Maintenance	10,628.00
6058 Security	47,861.27
6059 Maintenance Supplies	21,949.13
6060 Solid Waste	33,830.00
6061 Janitorial Supplies	11,830.17
6062 Pest Control Contract	3,376.00
6055 Maintenance Expense - Other	1,969.59
Total 6055 Maintenance Expense	180,150.56
6058 Security	2,554.34
6070 Marketing Expense	1,500.00
6075 Office Expense	-179.22
6075 Office Supplies Expense	1,640.99
7000 Printing & Copies Expense	1,372.24
7010 Promotional Expense	
60121 Promotional Coupon	748.13
60122 Promotional Exp. - Others	950.00
7010 Promotional Expense - Other	3,278.50
Total 7010 Promotional Expense	4,976.63
7050 Repairs Expense	39,964.64
7052 Auto Expense	631.00
7055 Telephone Expense	4,036.90
7065 Travel Expense	1,185.00
7090 Utilities	
60171 Power	34,214.06
60172 Water	51,479.64
Total 7090 Utilities	85,693.70
7095 Miscellaneous	
Meal Coupons	742.72
7095 Miscellaneous - Other	15,237.97
Total 7095 Miscellaneous	15,980.69
Total Expense	373,956.43
Net Ordinary Income	53,611.14
Net Income	53,611.14