Agat Mayor's Office
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GL#34-18-2037
Speaker Benjamin J.F. Cruz

JUN 29 2018
Time: 4:08 [ ] AM [ ] PM File No.
Received By:

MEMORANDUM

June 29, 2018

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

Office of the Governor
Central Files
By:
Time: 0205 Date: 06/29/18

From: Kevin James T. Susuico
Agat Mayor

Subj: Non-Appropriated Funds (NAF) 3rd Quarter
2018 12th Annual Agat Mango Festival

Buenas yan Hafa Adai! Submitted herewith pursuant to Public Law 30-68 (P. L.), is Agat Mayor's Office 2018 Non-Appropriated Funds (NAF) Account 3rd Quarter and 2018 12th Annual Agat Mango Festival.

Any further questions you can contact the office at 565-2524/4335.

Si Yu'us Ma'ase,

Mayor Kevin James T. Susuico

2018 JUN 29 PM 4:15

Cc: MCOG Executive Director
File

2037

AGAT MAYOR'S OFFICE
FISCAL YEAR 2018
NON-APPROPRIATED FUNDS (NAF)
REVENUE AND EXPENDITURE SUMMARY REPORT
[ ] 1ST QTR [ ] 2ND QTR [X] 3RD QTR [ ] 4TH QTR

REVENUE		
DONATION (cash)	$	12,250.00
DONATION (In-Kind)		
FACILITY USE DONATION	$	2,192.00
FESTIVAL/ FIESTA CONCESSIONS	$	12,064.94
NIGHT MARKET/ FLEA MARKET	$	250.00
FUNDRAISING ACTIVITIES (Bingo)	$	13,474.00
GRANTS		
PROGRAM REGISTRATION (2K/5K Registration)	$	2,660.00
OTHER: Mango Festival Booth Sales, Ticket	$	8,444.99
TOTAL REVENUE	**$**	**51,335.93**

	OPERATIONS	EXPENDITURE	
220	TRAVEL (Off-Island/Local Mileage Reimbursement)	$	1,614.48
230	CONTRACTUAL SERVICES	$	3,495.00
233	OFFICE SPACE RENTAL/ FACILITY USE	$	400.00
240	SUPPLIES & MATERIALS	$	1,696.39
250	EQUIPMENT		
270	WORKERS COMPENSATION		
271	DRUG TESTING		
280	SUB-RECIPIENT/SUB-GRANT		
290	MISCELLANEOUS (See Below):	$	52,739.17
	Community Programs/ Events: Mango Festival *see attached		
	Community Projects:		
	Other: Huegon Manamko, Marcial Sablan Elementary, Manamko Mother's Day Luncheon, Manamko Father's Day Luncheon, Santa Rosa Fiesta Carnival Marketing Fee, Printing -SRF Raffle Tickets		
	Humanitarian	$	200.00
	TOTAL OPERATIONS	**$**	**60,145.04**

	UTILITIES	EXPENDITURE	
361	Power		
362	Water/Sewer	$	-
363	Telephone	$	-
	TOTAL UTILITIES	$	-

	CAPITAL OUTLAY	EXPENDITURE
450	Capital Outlay	

12th ANNUAL AGAT MANGO FESTIVAL
FINAL REPORT

CASH INCOME & IN-KIND CONTRIBUTIONS

- **Corporate Sponsors**
  - $11,750.00 (Sponsors)
  - $26,743.99 (In-Kind Contributions)

- **Other Revenue**
  - $34,634.99 (Vendors)
  - $2,660.00 (2k5k Run/Walk)
  - $8,017.00 (AMPC Booth Sales)
  - $13,260.00 (Raffle Booklet Sales -Candidates, AMPC)

EXPENSES

- **Personnel**
  - $2,550.00 (Denache Security Agency)
  - $4,600.00 (Additional Personnel *Janitorial, Grounds Maintenance & Booth Worker)

- **Supplies**
  - $90.00 (Floral Bouquet for Royal Court purchased from Nichole's Boutique)
  - $174.30 (2K/5K Bibs)
  - $411.18 (Souvenirs, Items for Candidates *clothes/crowns/scepters/gifts, T-shirts, Banners & Table Covers)
  - $6,301.79 (Drink Consignment, Fans, Mugs, Key Chains, Magnets, Fidgets, Bags, Crown, Umbrellas, Shirts)
  - $409.51 (Mango Festival Copies of Flyers, Plastic Bags, Decals, Diesel for Light Carts, Fuel)
  - $140.00 (Material for Stage Decorations)
  - $243.05 (Demonstration/ Sampling Booth Supplies)

- **Printing**
  - $525.00 (Booklets - Printing at Victoria Printing)
  - $497.00 (T-shirts at W5 Productions)

- **Equipment/Facility Rental**
  - $3,100.00 (Sound & Stage Set up)
  - $885.00 (Portable Restrooms)
  - $2,131.60 (Lodging for Sister-City Visitors)

- **Other (Specify)**
  - $6,000.00 (Raffle Prizes- Monetary)
  - $2,342.50 (Candidate Percentages)
  - $750.00 (Contest Payout – Dessert, Booth Mango Display)
  - $2,2286 (Feeding for Volunteers, AMO, AMPC, Sponsors, Sister-City Visitors)
  - $3,866.29 (Hosting of Sister-City Visitors)
  - $3,000.00 (Fireworks Show)
  - $300.00 (Mistress of Ceremony)
  - $4,200.00 (Music/Dance Entertainment)
  - $100.00 (ABC Licensing)
  - $1,040.00 (Fire Permits for Vendors)
  - $250.00 (2K/5K Run Walk Invoice)
  - $4,000.00 (Marketing Support, Graphic Design)
  - $417.51 (Airline Ticket to Philippines to Purchase Mango Festival Items)
  - $350.92 (Lodging in Philippines)
  - $1,190.00 (Lagu Sanitation Tipping Fee)
  - $400.00 (Light Cart Donation)

APRIL REVENUE REPORT										
DATE	DESCRIPTION	CASH	IN KIND	FACILITY	CONCESSIONS	NIGHT MARKET	FUNDRAISING	GRANTS	REGISTRATION	OTHER
4/2/2018	Sagan Bisita Usage (04/24/2018)			$100.00						
4/2/2018	AMPC Bingo (03/28/2018)						$214.00			
4/2/2018	Bingo Facility Usage (04/06/2018)			$150.00						
4/2/2018	Knights of Columbus Donation	$100.00								
4/2/2018	Mr. & Mrs. Rudy Lumampao	$100.00								
4/2/2018	Vendor Payments (03/2018)					$40.00				
4/2/2018	Mango Festival Vendor Payments				$375.00					
4/6/2018	Mango Festival Vendor Payments				$175.00					
4/20/2018	Wedding Fee *Reversal									$50.00
4/20/2018	Sagan Bisita Kitchenette (Jhun)			$200.00						
4/20/2018	Sagan Bisita Kitchenette (Diony)			$250.00						
4/20/2018	Vendor Payments (04/2018)					$80.00				
4/20/2018	Mango Festival Vendor Payments				$4,342.50					
4/20/2018	Mango Festival Raffle Ticket (Little Miss)						$200.00			
4/20/2018	Mango Festival Raffle Ticket (Little Miss)						$80.00			
4/25/2018	Mango Festival Vendor Payments				$950.00					
4/25/2018	Mango Festival Sponsorship (Pay-Less)	$1,000.00								
4/30/2018	Mr. & Mrs. Rudy Lumampao	$100.00								
4/30/2018	Mango Festival Sponsorship (SPPC)	$2,000.00								
	TOTAL	$3,300.00		$700.00	$5,842.50	$120.00	$494.00			$50.00

MAY REVENUE REPORT										
DATE	DESCRIPTION	CASH	IN KIND	FACILITY	CONCESSIONS	NIGHT MARKET	FUNDRAISING	GRANTS	REGISTRATION	OTHER
5/4/2018	Vending Machine Commission				$34.16					
5/4/2018	Vending Machine Commission				$21.28					
5/4/2018	Vendor Payments (05/2018)					$50.00				
5/4/2018	Mango Festival Vendor Payments				$250.00		-			
5/4/2018	Mango Festival Sponsorship (Bank of Guam)	$3,000.00								
5/4/2018	Mango Festival Raffle Ticket (Little Miss)						$200.00			
5/9/2018	Wedding Payment									$50.00
5/9/2018	Mango Festival Vendor Payments				$425.00					
5/9/2018	Mango Festival Raffle Ticket (Little Miss)						$100.00			
5/9/2018	Mango Festival Raffle Ticket (Little Miss)						$505.00			
5/9/2018	Mango Festival Raffle Ticket (Little Miss)						$170.00			
5/9/2018	Mango Festival Raffle Ticket (Little Mister)						$300.00			
5/14/2018	Sagan Bisita Kitchenette (Turnjai)			$150.00						
5/14/2018	Sagan Bisita Kitchenette (Diony)			$150.00						
5/14/2018	Mango Festival Vendor Payments				$75.00					
5/14/2018	Mango Festival Sponsorship (Takagi & Assoc)	$500.00								
5/14/2018	Mango Festival Sponsorship (Calvo's)	$500.00								
5/14/2018	Mango Festival Raffle Ticket (Little Miss)						$150.00			
5/14/2018	Mango Festival Raffle Ticket (Little Miss)						$120.00			
5/17/2018	Mr. & Mrs. Rudy Lumampao	$100.00								
5/17/2018	Mango Festival Vendor Payments				$250.00					
5/17/2018	Mango Festival Sponsorship (Ambros)	$1,000.00								
5/17/2018	Mango Festival Sponsorship (GPO)	$500.00								
5/24/2018	Mango Festival Vendor Payments				$1,475.00					
5/24/2018	Mango Festival Raffle Ticket Sales						$105.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$185.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$2,275.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$10.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$65.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$385.00			
5/24/2018	Mango Festival Raffle Ticket (Little Miss)						$475.00			
5/24/2018	Mango Festival Raffle Ticket (Little Mister)						$125.00			

5/24/2018	Mango Festival 2K/5K Walk Run								$2,660.00	
5/30/2018	Mango Festival Vendor Payments				$1,500.00					
5/30/2018	Mango Festival Sponsorship (Coast 360)	$250.00								
5/30/2018	Mango Festival Raffle Ticket Sales						$100.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$95.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$105.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$90.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$105.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$105.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$805.00			
5/30/2018	Mango Festival Raffle Ticket Sales						$465.00			
5/30/2018	Mango Festival Souvenir Booth Sales									$2,146.00
5/30/2018	Mango Festival Drink Booth Sales									$5,871.00
5/31/2018	Sagan Bisita Kitchenette (Jhun)			$192.00						
5/31/2018	Mango Festival Raffle Ticket Sales						$105.00			
	TOTAL	**$5,850.00**		**$492.00**	**$4,030.44**	**$50.00**	**$7,145.00**		**$2,660.00**	**$8,067.00**

JUNE REVENUE REPORT										
DATE	DESCRIPTION	CASH	IN KIND	FACILITY	CONCESSIONS	NIGHT MARKET	FUNDRAISING	GRANTS	REGISTRATION	OTHER
6/4/2018	Mango Festival Raffle Ticket (Little Miss)						$5,815.00			
6/4/2018	Sagan Bisita Usage (06/09/2018)			$200.00						
6/4/2018	Airline Ticket Refund									$289.99
6/4/2018	Mango Festival Souvenir Booth Sales									$38.00
6/7/2018	Sagan Bisita Kitchenette (Turnjai)			$300.00						
6/12/2018	Mango Festival Raffle Ticket Sales						$20.00			
6/12/2018	Sagan Bisita Usage (06/24/2018)			$100.00						
6/25/2018	Mango Festival Sponsorship (GVB)	$3,000.00								
6/25/2018	Sagan Bisita Usage (06/25/2018)			$200.00						
6/25/2018	Mr. & Mrs. Lumampao	$100.00								
6/25/2018	Sagan Bisita Usage (06/24/2018)			$100.00						
6/25/2018	Sagan Bisita Usage (07/07/2018)			$100.00						
6/25/2018	Vendor Payments (06/2018)					$80.00				
	TOTAL	$3,100.00		$1,000.00		$80.00	$5,835.00			$327.99

APRIL EXPENSE REPORT									
DATE	ITEM NO.	DESCRIPTION	220	230	233	240	250	270	280	290
4/3/2018	3619	Agat Mango Festival Marketing Fee		$750.00						
4/6/2018	3620	Easter Hunt, Mes Chamorro, Sister City Guimar	$823.50			$713.96				
4/10/2018	3621	Bingo Facility Deposit Return (03/09/18)			$50.00					
4/10/2018	3622	Bingo Facility Deposit Return (04/06/18)			$50.00					
4/10/2018	3623	Mango Festival Alcohol License								$100.00
4/16/2018	3624	Mango Festival Marketing Fee		$750.00						
4/23/2018	3625	Gifts for Sister City Guimaras Trip								$40.00
4/20/2018	3626	Sister City Tinian, Mes Chamorro, Mango Festi	$578.98			$388.60				$272.05
4/20/2018	3627	Reference check #3434								$100.00
4/20/2018	3628	Purchase items for Mango Festival (PI)								$2,000.00
4/27/2018	3630	Huegon Manamko								$30.00

MAY EXPENSE REPORT										
DATE	ITEM NO.	DESCRIPTION	220	230	233	240	250	270	280	290
5/2/2018	3631	Agat Mango Festival Marketing		$750.00						
5/2/2018	3629	Fena Memorial Fans, Mango Festival Banners								$886.50
5/3/2018	3632	Mango Festival Supplies, Sister City Guimaras								$1,418.04
5/8/2018	3633	Mango Festival Supplies, MASE Donation, Sister City Guimaras	$75.00			$15.00				$528.39
5/10/2018	3634	Bingo Supplies				$208.00				
5/15/2018	3635	Mango Festival Raffle Ticket Printing								$175.00
5/15/2018	3636	Mango Festival Supplies, Manamko Mother's Day Luncheon				$9.98				$761.50
5/15/2018	3637	Mango Festival Marketing Fee		$750.00						
5/16/2018	3638	Office Printer Ink				$131.25				
5/16/2018	3639	Supplies for Mango Fest (Tarp)								$260.00
5/16/2018	3641	Mango Festival Coronation (Flowers)								$90.00
5/17/2018	3640	Supplies for Mango Fest (Tarp)								$320.00
5/19/2018	3642	Mango Festival Supplies								$925.18
5/19/2018	3643	Mango Festival Fire Permit								$1,040.00
5/22/2018	3644	Mango Festival Supplies (Canopy Bungees)								$150.00
5/22/2018	3645	Mango Festival Supplies (Canopy)								$337.79
5/22/2018	3646	Mango Festival Stage & Sound Payment								$1,550.00
5/24/2018	3647	Sister City Lodging								$400.00
5/24/2018	3648	Mango Festival Portable Toilets								$885.00
5/25/2018	3651	Sister City Hosting, Mango Fest Volunteer Bkfst/Lun								$2,479.89
5/25/2018	3649	Mango Festival Mistress of Ceremonies Payment								$300.00
5/25/2018	3650	Mango Festival Entertainment Payment								$600.00
5/25/2018	3652	Sister City Lodging								$1,731.60
5/26/2018	3653	Mango Festival Entertainment Payment								$200.00
5/26/2018	3654	Mango Festival Entertainment Payment								$150.00
5/26/2018	3655	Mango Festival Entertainment Payment								$500.00
5/26/2018	3656	Mango Festival Entertainment Payment								$250.00
5/26/2018	3657	Check Void								
5/26/2018	3658	Mango Festival Entertainment Payment								$100.00
5/26/2018	3659	Mango Festival Entertainment Payment								$225.00
5/26/2018	3660	Mango Festival Entertainment Payment								$600.00
5/26/2018	3661	Mango Festival Entertainment Payment								$200.00

5/26/2018	3662	Mango Festival Entertainment Payment								$300.00
5/26/2018	3663	Mango Festival Entertainment Payment								$200.00
5/26/2018	3664	Mango Festival Stage & Sound Payment								$1,550.00
5/30/2018	3665	Mango Festival Consignment Payment								$1,771.00
5/30/2018	101-7036-01	Mango Festival Raffle Ticket Winner								$3,000.00
5/30/2018	101-7036-02	Mango Festival Raffle Ticket Winner								$1,000.00
5/30/2018	101-7036-03	Mango Festival Raffle Ticket Winner								$500.00
5/30/2018	101-7036-04	Mango Festival Raffle Ticket Winner								$400.00
5/30/2018	101-7036-05	Mango Festival Raffle Ticket Winner								$300.00
5/30/2018	101-7036-08	Mango Festival Raffle Ticket Winner								$100.00
5/30/2018	101-7036-09	Mango Festival Raffle Ticket Winner								$100.00
5/30/2018	101-7036-10	Mango Festival Raffle Ticket Winner								$100.00
5/30/2018	101-7036-13	Mango Festival Sister City Hosting								$1,000.00
5/31/2018	3666	Mango Festival T-Shirts Payment								$497.00
5/31/2018	3667	Mango Festival Consignment Payment								$1,860.75
5/31/2018	101-7036-14	Sister City Trip, Mango Fest Hosting, MPC Meeting	$137.00			$45.00				$4,156.20
			$212.00	**$1,500.00**		**$409.23**				**$33,898.84**

JUNE EXPENSE REPORT										
DATE	ITEM NO.	DESCRIPTION	220	230	233	240	250	270	280	290
6/1/2018	101-7036-18	Mango Festival Contest Payout, Volunteer Payout, Food Voucher Payout								$6,064.00
6/1/2018	101-7036-15	Mango Festival Volunteer Payment								$500.00
6/1/2018	101-7036-16	Mango Festival Volunteer Payment								$500.00
6/1/2018	101-7036-17	Mango Festival Volunteer Payment								$500.00
6/1/2018	101-7036-11	Mango Festival Raffle Ticket Winner								$100.00
6/4/2018	101-7036-19	Mango Festival Light Carts								$400.00
6/5/2018	101-7036-20	Sister City Transportation (Gas)								$120.00
6/6/2018	3668	Mango Festival Security & Traffic Control								$2,550.00
6/7/2018	101-7036-21	Mango Festival Food Voucher, Liberation Tickets								$444.45
6/11/2018	3669	Humanitarian								$200.00
6/11/2018	3670	Mango Festival 2K/5K Invoice Payment								$250.00
6/11/2018	3674*	Mango Festival Queen's Percentage								$1,575.00
6/11/2018	3675	Mango Festival Royal Princess Percentage								$525.00
6/14/2018	3676	Sagan Bisita Usage Deposit Return			$100.00					
6/20/2018	3671	Sagan Bisita Usage Deposit Return			$100.00					
6/21/2018	101-7036-06	Mango Festival Raffle Ticket Winner								$200.00
6/22/2018	3672	Manamko Father's Day Lunch, Office Printer Ink, Tire Repair				$184.60				$487.33
6/22/2018	101-7036-12	Mango Festival Raffle Ticket Winner								$100.00
6/26/2018	3673	Mango Festival Trash Tipping Fee								$1,190.00
6/28/2018	3677	Mango Festival Raffle Ticket Percentage								$242.50
6/28/2018	3678	Printing Santa Rosa Carnival Raffle Ticket								$200.00
6/28/2018	3679	BMO Fundraiser Donation								$150.00
6/28/2018	3680	Sagan Bisita Usage Deposit Return			$100.00					
6/29/2018	3681	Santa Rosa Fiesta Carnival Marketing Support		$495.00						
		TOTAL	$0.00	$495.00	$300.00	$184.60	$0.00			$16,298.28