

Department of Neighborhood Empowerment  
 Monthly Expenditure Report for: October 2013  
 NC Name: LAKE BALBOA NC  
 Budget Fiscal Year: 2014



(Must be submitted to the Department within 10 days of Board Approval)

							Total
A	EXPENDITURES BY LINE ITEM (Item/Service Des.)	BUDGET CATEGORY	VENDOR	OUT OF STATE VENDOR	INVOICE NUMBER	1099 Reportable	
	<b>A. 1. Monthly Expenditures</b>						
27-Sep	P 2014-19 Postage/Mailing - NC Documents POS	OPERATIONS	The UPS Store		Trans 9836		\$8.00
1-Oct	P 2014-20 Outreach Banner EVE	OUTREACH	Express Media Group		Inv 6		\$87.20
2-Oct	P 2014-21 Copies - Agenda/Minutes/Docs NC Mtg MIS	OPERATIONS	Office Depot		Tran 8773		\$10.36
2-Oct	P 2014-22 Printing - Revised NC Brochures EVE	OUTREACH	Office Depot		Tran 8774		\$38.08
3-Oct	P 2014-23 Printing - Disaster Fair Handouts EVE	OUTREACH	Office Depot		Tran 8939		\$24.81
8-Oct	P 2014-24 Postage/Mailing - NC Documents POS	OPERATIONS	U.S.P.S.		Trans 400		\$5.60
10-Oct	P 2014-25 Outreach Banner EVE	OUTREACH	Express Media Group		Inv. 3		\$96.00
14-Oct	P 2014-26 Refreshments - October EP Meeting MEE	OUTREACH	Mama's Donuts		Ref. 011		\$21.00
14-Oct	P 2014-27 Refreshments - October EP Meeting MEE	OUTREACH	Ralphs Grocery		Ref. 041156		\$11.98
14-Oct	P 2014-28 Copies - Agenda EP Meeting MIS	OPERATIONS	Office Depot		Trans 253		\$0.55
21-Oct	P 2014-29 Printing - Stakeholder Notice Haskell Av EVE	OUTREACH	Office Depot		Tran 987		\$10.15
9-Oct	DW Website July 2013 - September 2013 WEB	OUTREACH	Aaron DeVandry		LBNC31		\$434.85
	<b>SUBTOTAL: Expenditures by Line Item</b>						\$748.58
B	<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>						\$3,442.03
C	<b>OUTSTANDING COMMITMENTS</b>						
	<b>C. 1. Outstanding Checks</b> AD Operations - AT&T Sept \$16.30, AD Operations - LAUSD Oct \$130.48, LAUSD Nov13-Feb14 \$357.48					OPF	\$504.26
	<b>C. 2. Outstanding Demand Warrants</b>						
	<b>C. 3. Rent/Lease</b>						\$412.04
	<b>C. 4. Contractual Services</b>						
	<b>C. 5. Large Purchases</b> Newsletter, Oct 2013 - Walking Man Inv E4842 \$1477.50, CIP Tree Watering \$1,710.00, CIP Tree Watering \$4,680.00						\$7,867.50
	<b>C. 6. Neighborhood Purpose Grants in process</b>						
	<b>C. 7. Temporary Staffing Services</b>						
	<b>C. 8. Storage</b>						
	<b>C. 9 Other</b> AT&T \$166.20, Disaster Fair \$500.00, PA System \$600.00						\$1,266.20
	<b>SUBTOTAL: Outstanding Commitments</b>						\$10,050.00
D	<b>Total Expenditures &amp; Commitments</b>						\$14,240.61
E	<b>Total Adjustments by Department</b>						
F	<b>Approved Budget 2013-2014</b>						\$37,000.00
G	<b>Balance of Budget</b>						\$22,759.39

<b>CASH Status Analysis</b>						
<b>Category Identifier</b>	<b>Budget Category</b>	<b>Budget (A)</b>	<b>Cash Deposited to Date</b>	<b>Uncommitted Balance</b>	<b>Cash Spent to date (D)</b>	<b>Cash In-Bank Remaining Balance</b>
<b>100</b>	<b>Operations</b>	\$4,200.00		\$3,823.53	\$376.47	
<b>200</b>	<b>Outreach</b>	\$19,000.00		\$15,185.86	\$3,814.14	
<b>300</b>	<b>Community Improvement</b>	\$9,100.00		\$9,100.00		
<b>400</b>	<b>NPG</b>	\$700.00		\$700.00		
<b>500</b>	<b>Elections</b>	\$4,000.00		\$4,000.00		
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$0.00</b>	<b>\$32,809.39</b>	<b>\$4,190.61</b>	

<b>NEIGHBORHOOD COUNCIL CERTIFICATION</b>			
<p>We, Linda Schwering and Steve Leffert, declare that we are the Treasurer and Signer, respectively of the Lake Balboa Neighborhood Council (NC) and that on November 6, 2013, a Brown Act noticed public meeting was held by the Lake Balboa NC with a quorum of ____ (number) board members present and that by a vote of ____ (number) yes, ____ (number) no, and ____ (number) abstentions the Lake Balboa NC adopted the Monthly Expenditure Report for the month of OCTOBER, 2013.</p>			
<b>Treasurer Signature</b>		<b>Signer's Signature</b>	
<b>Print Name</b>	Linda Schwering	<b>Print Name</b>	Steve Leffert
<b>Date</b>	6-Nov-13	<b>Date</b>	6-Nov-13
<b>NC Additional Comments</b>			