

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



(Must be submitted to the Department within 10 days of Board Approval) Extension to February 2014 was approved

C=Corrected Description (LS)

							Total
A	EXPENDITURES BY LINE ITEM (Item/Service Des.)	BUDGET CATEGORY	VENDOR	OUT OF STATE VENDOR	INVOICE NUMBER	1099 Reportable	
	A. 1. Monthly Expenditures						
9-Dec	P 2014-36 Copies-Agenda/Minutes/Reports 2013 MIS	OPERATIONS	Office Depot				\$11.77
C12/16/2	P 2014-37 Refreshments - EP Meeting 12/14/13 MEE	OUTREACH	Ralph;s Grocery				\$20.94
16-Dec	P 2014-38 Copies-Agenda/Minutes EP Dec 2013 MIS	OPERATIONS	Office Depot				\$7.84
16-Dec	P 2014-39 EP May your Neighborhood Program EVE	OUTREACH	Color Incorporated		57409		\$449.70
18-Dec	P 2014-40 P.O. Box Rent 01/01-06/30/14 MIS	OPERATIONS	U.S.P.S.				\$74.00
23-Dec	P 2014-41 Postage POS	OPERATIONS	U.S.P.S.				\$5.63
23-Dec	P 2014-42 Refreshments-Fruit Drive EVE	OUTREACH	Ralph's Grocery				\$45.44
26-Dec	AD Newsletter - October 2013 NEW	OUTREACH	The Walking Man		E4842		\$1,477.50
5-Dec	AD Minutetaker - October 2013 TAC	OPERATIONS	AppleOne		S2201742		\$138.60
5-Dec	AD Website - October-December 2013 WEB	OUTREACH	Aaron DeVandry		LBNC32		\$434.85
13-Dec	AD Utilities - Phone Message Service Nov 2013 MIS	OPERATIONS	AT&T		3214430		\$16.30
	AD Utilities - Phone Message Service Oct 2013 MIS	OPERATIONS	AT&T		6862672		\$16.30
	SUBTOTAL: Expenditures by Line Item						\$2,698.87
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$6,200.12
C	OUTSTANDING COMMITMENTS						
	C. 1. Outstanding Checks: AD AT&T Dec \$16.30, LAUSD \$130.48, \$357.48, AppleOne Nov \$254.10						\$758.36
	C. 2. Outstanding Demand Warrants: Bethany Harris \$44.84, Brian Tessier \$34.58						\$79.42
	C. 3. Rent/Lease: LAUSD \$524.00 Mar-Jun						\$524.00
	C. 4. Contractual Services						
	C. 5. Large Purchases: CIP Tree Watering \$1,710.00 CIP Tree Watering \$4,680.00, CIP Fwy Signs \$1,500, CIP Mural2 \$1,500						\$9,390.00
	C. 6. Neighborhood Purpose Grants in process: LSS Food Pantry \$500						\$500.00
	C. 7. Temporary Staffing Services: Dec 2013						\$138.60
	C. 8. Storage						
	C. 9. Other: AT&T \$117.30, PA System \$600, Food Drive \$56, Website 2014 \$950, Newsletters 2014 \$4,433, Elections \$3,600						\$9,756.30
	SUBTOTAL: Outstanding Commitments						\$21,146.68
D	Total Expenditures & Commitments						\$30,045.67
E	Total Adjustments by Department						
F	Approved Budget 2013-2014						\$37,000.00
G	Balance of Budget						\$6,954.33

CASH Status Analysis						
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining
100	Operations	\$4,200.00		\$3,514.31	\$685.69	
200	Outreach	\$19,000.00		\$10,786.70	\$8,213.30	
300	Community Improvement	\$9,100.00		\$9,100.00		
400	NPG	\$700.00		\$700.00		
500	Elections	\$4,000.00		\$4,000.00		
	TOTAL	\$37,000.00	\$0.00	\$28,101.01	\$8,898.99	

NEIGHBORHOOD COUNCIL CERTIFICATION			
<p>We, Linda Schwering (Treasurer Name) and Steve Leffert (Signer Name), declare that we are the Treasurer and Signer, respectively of the Lake Balboa Neighborhood Council (NC) and that on February 5, 2014, 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 December, 2013.</p>			
Treasurer Signature		Signer's Signature	
Print Name	Linda Schwering	Print Name	Steve Leffert
Date		Date	
NC Additional Comments			

