

Department of Neighborhood Empowerment
 Monthly Expenditure Report for: FEBRUARY 2014
 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	
	A. 1. Monthly Expenditures						
27-Jan	P2014-51 Color Candidate Flyers ELE	ELECTION	Office Depot				\$15.53
27-Feb	P2014-52 Refreshments - EP Meeting Feb 8 MEE	OUTREACH	Ralph's Grocery				\$5.98
10-Feb	P2014-53 Refreshments - EP Meeting Feb 8 MEE	OUTREACH	Ralph's Grocery				\$10.97
10-Feb	P2014-54 Copies - Agendas/Minutes/Reports Mtg Feb MIS	OPERATIONS	Office Depot				\$9.81
10-Feb	P2014-55 Copies - Agendas/Minutes-EP Mtg MIS	OPERATIONS	Office Depot				\$1.96
19-Feb	P2014-56 Postage POS	OPERATIONS	U.S.P.S.				\$5.60
19-Feb	P2014-57 Dividers & Tab Tapes OFF	OPERATIONS	Office Depot				\$5.57
19-Feb	P2014-58 Copies - NC Reports MIS	OPERATIONS	Office Depot				\$1.09
2-Feb	AD Website Maintenance/Server Host - Jan 2014 WEB	OUTREACH	Aaron DeVandry		LBNC33		\$144.95
5-Feb	DW Reimbursement Refreshments - Dec 2013 MEE	OUTREACH	Brian Tessier		REIMB-120413		\$34.58
	SUBTOTAL: Expenditures by Line Item						\$236.04
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$9,327.76
C	OUTSTANDING COMMITMENTS						
	C. 1. Outstanding Checks: AD AT&T Jan \$16.30, LAUSD \$130.48, \$357.48, AppleOne \$138.60						\$642.86
	C. 2. Outstanding Demand Warrants: ELE Martin Outdoor Media						\$300.00
	C. 3. Rent/Lease: LAUSD \$524.00 Mar-Jun 2014						\$524.00
	C. 4. Contractual Services						
	C. 5. Large Purchases: CIP Tree Watering \$1,710.00 CIP Tree Watering \$4680.00, CIP Fwy Signs \$1,500, CIP Mural2 \$1500,						\$9,390.00
	C. 6. Neighborhood Purpose Grants in process LSS Food Pantry						\$500.00
	C. 7. Temporary Staffing Services: TAC AppleOne-Feb \$138.60						\$138.60
	C. 8. Storage						
	C. 9. Other: AT&T \$101.00, PA System \$600, Website 2014 \$805, Newsletters 2014 \$4,433, Elections \$3517.64, Worldfest \$1000						\$11,191.11
	BackUp Drive \$100, Sr. Symposium \$500, VANC Outreach \$150						
	SUBTOTAL: Outstanding Commitments						\$22,686.57
D	Total Expenditures & Commitments						\$32,250.37
E	Total Adjustments by Department						
F	Approved Budget 2013-2014						\$37,000.00
G	Balance of Budget						\$4,794.63

CASH Status Analysis						
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining Balance
100	Operations	\$4,200.00			\$992.44	
200	Outreach	\$19,000.00			\$8,473.47	
300	Community Improvement	\$9,100.00				
400	NPG	\$700.00				
500	Elections	\$4,000.00			\$97.89	
	TOTAL	\$37,000.00	\$0.00	\$27,436.20	\$9,563.80	

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 March 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 February 2014.</p>			
Treasurer Signature		Signer's Signatur	
Print Name Linda Schwering		Print Name Steve Leffert	
Date		Date	
NC Additional Comments			