

Department of Neighborhood Empowerment

Reporting Month:	JUNE	MONTHLY EXPENDITURE REPORT
NC Name:	LAKE BALBOA	Submitted: 8/31/2016 21:42:59



Budget Fiscal Year: 2014-2015

**FILL IN ALL THE UNSHADED (WHITE) FIELDS** (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)							
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	6/01 2015-114/ Copies-NC Report MIS	OPERATIONS	Office Depot	Tran 2780		<input checked="" type="checkbox"/>	\$5.40
2	6/01 2015-115/Postage POS	OPERATIONS	U.S.P.S	Tran 121			\$5.75
3	6/03 2015-116/Refreshments June NC Mtg MEE	OUTREACH	Ralph's Grocery	Ref#00000			\$35.42
4	6/04 2015-117/Movie Madness FlyerCopies EVE	OUTREACH	Office Depot	Tran 2632			\$34.53
5	6/05 2015-118/Outreach Printing EVE	OUTREACH	Office Depot	Tran 2778			\$7.19
6	6/05 2015-119/Copies-NC Agenda Pkg June MIS	OPERATIONS	Office Depot	Tran 2709			\$10.14
7	6/11 2015-120/MovieMadness Permit&Fee EVE	OUTREACH	Valley Permite & Reser	0503132244			\$1,110.10
8	6/12 2015-121/Refresh-EP Mtg 6/13/15 MEE	OUTREACH	Ralph's Grocery	Ref#00000			\$8.99
9	6/12 2015-122/Water for NC Mtgs MEE	OUTREACH	Ralph's Grocery	Ref#00000			\$16.77
10	6/15 2015-123/Copies ep Mtg June MIS	OPERATIONS	Office Depot	Tran 3831			\$2.16
11	6/15 2015-124/ NC Storage June FAC	OPERATIONS	Public Storage	19335173		<input checked="" type="checkbox"/>	\$150.00
12	6/19 2015-125/Outreach Promo Items EVE	OUTREACH	4RImprint	10550828	<input checked="" type="checkbox"/>		\$1,511.61
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>							<b>\$14,730.21</b>
<b>B</b>	<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>						<b>\$11,448.29</b>
<b>C</b>	<b>OUTSTANDING COMMITMENTS</b>						
	<b>C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)</b>						\$7,104.58
	<b>C 2. Rent/Lease</b>						
	<b>C 3. Contractual Services</b>						
	<b>C 4. Large Purchases</b>						
	<b>C 5. Neighborhood Purpose Grants (pending or in process)</b>						
	<b>C 6. Temporary Staffing Services</b>						
	<b>C 7. Storage</b>						
	<b>C 8. Other Outstanding Commitments</b>	<b>==&gt;</b>	<b>Description:</b>	L.A.U.S.D FY14-15, direct from LBNC City Fund,			\$1,216.23
<b>SUBTOTAL: Outstanding Commitments</b>							<b>\$8,320.81</b>
<b>D</b>	<b>Total Expenditures &amp; Commitments</b>						<b>\$34,499.31</b>
<b>E</b>	<b>Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)</b>						
<b>F</b>	<b>Approved Budget 2014-2015</b>						\$37,000.00
<b>G</b>	<b>Balance of Budget</b>						<b>\$2,500.69</b>

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NC Name:	LAKE BALBOA

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$1,104.69	\$24,806.39	\$25,911.08	\$14,730.21	\$11,180.87

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$6,892.00	\$1,052.07	\$2,976.04	\$2,863.89
200	Outreach	\$22,358.00	\$8,452.43	\$7,874.65	\$6,030.92
300	Community Improvement	\$6,500.00	\$5,225.71	\$597.60	\$676.69
400	NPG	\$1,250.00	\$0.00		\$1,250.00
500	Elections		\$0.00		\$0.00
900	Unallocated		\$0.00		\$0.00
	TOTAL	\$37,000.00	\$14,730.21	\$11,448.29	\$10,821.50

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Linda Schwering	Print Name	Linda M. Pruet
Date	8/5/2015	Date	8/5/2015
NC Additional Comments	Note: The 06/03/2015 Amended FY2014-2015 Budget is reflected in this report. Funds Deposited (B) includes Pmt. Refund for stop-payment on Item 2015-131 in the amount of \$450.00. AppleOne, in the amount of \$283.68 (April & May services), will appear on the July 2015 MER and adjust later. Outstanding Checks in C1 includes Card transactions.		

<b>Reporting Month:</b>	<b>JUNE</b>
<b>NC Name:</b>	<b>LAKE BALBOA</b>

<b>ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)</b>							
<b>A</b>	<b>Date / Item / Service Description</b>	<b>BUDGET CATEGORY</b>	<b>VENDOR</b>	<b>INVOICE NUMBER</b>	<b>OUT OF STATE</b>	<b>1099 Reportable</b>	<b>TOTAL</b>
13	6/22 2015-126/MovieMadness-stakes EVE	<b>OUTREACH</b>	Home Depot	W377703289			\$4.00
14	6/22 2015-127/Movie Madness-stakes,tape EVE	<b>OUTREACH</b>	Home Depot	W3777694355			\$13.79
15	6/22 2015-128/P.O. Box Rent MIS	<b>OPERATIONS</b>	U.S.P.S.	Tran 710			\$78.00
16	6/22 2015-129/MovieMadness-I.D. Mat'ls. EVE	<b>OUTREACH</b>	World's Greatest Promo	19396			\$163.50
17	6/22 2015-130/MovieMadness-Event signs EVE	<b>OUTREACH</b>	Office Depot	Tran 4760		<input checked="" type="checkbox"/>	\$209.03
18	6/08 2015-131/Movie Madness-Event Graphics	<b>OUTREACH</b>	DCDesign8	LBNC001			\$450.00
19	6/18 2015-132/Bus Benches(3) PSA EVE	<b>OUTREACH</b>	Martin Outdoor Media	15910			\$325.00
20	6/18 2015-133/Minutetaker-May TAC	<b>OPERATIONS</b>	AppleOne	S3003198		<input checked="" type="checkbox"/>	\$141.81
21	6/22 2015-134/Phone Msg. Service-June MIS	<b>OPERATIONS</b>	AT&T Messaging	7060198		<input checked="" type="checkbox"/>	\$16.97
22	6/23 2015-135/Congress&Budget Advocate EDU	<b>OPERATIONS</b>	City of Los Angeles	Resolution 6/3/2015			\$500.00
23	6/29 2015-136/Newsletter June/July NEW	<b>OUTREACH</b>	The Walking Man	E6491		<input checked="" type="checkbox"/>	\$1,825.00
24	6/30 2015-137/Minutetaker-June TAC	<b>OPERATIONS</b>	AppleOne	S3032975		<input checked="" type="checkbox"/>	\$141.84
25	6/18 2015-138/Web Host/Maint. May&June WEB	<b>OUTREACH</b>	Aaron DeVandry	LBNC46	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$500.00
26	6/22 2015-139/Mural 3 BMR Reimb. Food CIP	<b>CIP</b>	Linda Schwering	Mural3 Refresh			\$225.71
27	6/22 2015-140/WebHost/Maint. April WEB	<b>OUTREACH</b>	Aaron DeVandry	LBNC45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$250.00
28	6/22 2015-141/MovieMadness-Movie Production	<b>OUTREACH</b>	Pro Outdoor Movies	5082015		<input checked="" type="checkbox"/>	\$1,987.50
29	6/25 2015-142/Fwy Signs LA101 &LA405 CIP	<b>CIP</b>	Calif. Dept. of Transportation	2015.05.28Nazarian		<input checked="" type="checkbox"/>	\$5,000.00
30							
31							
32							
33							
34							
35							
36							
<b>SUBTOTAL: Expenditures by Line Item</b>							<b>\$11,832.15</b>