

Department of Neighborhood Empowerment

Reporting Month:

JANUARY

MONTHLY EXPENDITURE REPORT

NC Name:

Lake Balboa

Submitted: 2/3/2016 17:01:59



**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	01/04 / 2016-73 / NC Storage-Jan2016	FAC	Public Storage			<input checked="" type="checkbox"/>	\$228.00
2	01/05 / 2016-74 / Message Serv. Dec2015	MIS	AT&T Messaging	7119182		<input checked="" type="checkbox"/>	\$16.97
3	01/06 / 2016-75 / WebMaint. Dec2015	WEB	Aaron DeVandry	LBNC51	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$250.00
4	01/11 / 2016-76 / Copies-EP Mtg 01/09/16	MIS	Office Depot	Tan 2436		<input checked="" type="checkbox"/>	\$2.62
5	01/11 / 2016-77 / NC Mtg Refresh 12/02/15	MEE	Karen Schatz	BMR Reimbursement		<input checked="" type="checkbox"/>	\$36.42
6	01/21 / 2016-78 / Minutemaker Dec2015	TAC	AppleOne	S3352765		<input checked="" type="checkbox"/>	\$138.60
7	01/21 / 2016-79 Safety Mtg Refresh Dec19	MEE	James C. Brown	BMR Reimbursement			\$24.46
8							
9							
10							
11							
12							
<b>B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>							<b>\$20,098.88</b>
<b>C OUTSTANDING COMMITMENTS</b>							
<b>C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)</b>							
<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>							
		==>	Description: ELE \$5,000, OPR \$621, OUT \$3,062, WEB \$1,500				\$10,183.00
<b>D Total Expenditures &amp; Commitments</b>							<b>\$51,563.95</b>
<b>E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)</b>							<b>\$8,604.50</b>
<b>F Approved Budget 2015-2016</b>							<b>\$42,000.00</b>
<b>G Balance of Budget</b>							<b>-\$959.45</b>

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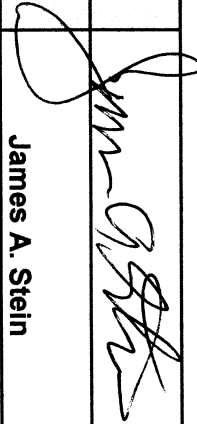
NC Name: **Lake Balboa**

Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$13,951.94	\$11,548.06	\$25,500.00	\$697.07	\$24,802.93

Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2014-15 Expenses Cleared in FY 2015-16 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B + C - D
100	Operations	\$7,375.00	\$386.19	\$1,573.46	\$4,590.67	\$3,971.60
200	Outreach	\$10,375.00	\$310.88	\$5,475.73	\$8,852.90	\$6,686.95
300	Community Improvement	\$13,000.00	\$0.00	\$305.31	\$5,305.31	\$8,000.00
400	NPG	\$1,250.00	\$0.00	\$1,250.00	\$1,250.00	\$1,250.00
500	Elections	\$5,000.00	\$0.00			\$5,000.00
900	Unallocated	\$5,000.00	\$0.00		\$100.00	\$4,900.00
	<b>TOTAL</b>	<b>\$42,000.00</b>	<b>\$697.07</b>	<b>\$8,604.50</b>	<b>\$20,098.88</b>	<b>\$29,808.55</b>

**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 Schwing	Print Name	James A. Stein
Date	02-03-2016	Date	02-03-2016
NC Additional Comments	<p>Funds Deposited (B) include: \$6548.06 CITY EFT Deposit and \$5,000.00 as a payment returned from CA Dept. of Transportation. Please note; the 2nd payment refund refers to original Case # 7446 from FY14-15 for Freeway Sign Project. The re-issue of this payment was made in October 2015, went undeposited and stale dated before being presented to CA Dept. of Trans. bank. Handling of check re-issue is being addressed.</p>		