

Department of Neighborhood Empowerment

Reporting Month:	MAY	MONTHLY EXPENDITURE REPORT
NC Name:	Lake Balboa	Submitted: 8/31/2016 22:10:09



Budget Fiscal Year: 2015-2016

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	05/03 / 2016-125 / NC Storage May2016 FAC	OPERATIONS	Public Storage	030943		<input checked="" type="checkbox"/>	\$228.00
2	05/03 / 2016-126 / New Board Retreat 4/30 ELE	ELECTION	The Lake House	152658			\$255.00
3	05/05 / 2016-127 / Safety Mtg Refresh-April MEE	OUTREACH	James C. Brown	BMR Reimbursement			\$28.81
4	05/05 / 2016-128 / Copies NC Mtg 5/4/16 MIS	OPERATIONS	Office Depot	???		<input checked="" type="checkbox"/>	\$13.37
5	05/09 / 2016-129 / Printing/Materials 4/30 ELE	ELECTION	Office Depot	???		<input checked="" type="checkbox"/>	\$130.87
6	05/18 / 2016-130 / Mural 4 PortaPotty 5/21-22 CIP	CIP	Mission ?????	???			\$127.00
7	05/18 / 2016-131 / Minutetaker April NC Mtg TAC	OPERATIONS	AppleOne	S3545136		<input checked="" type="checkbox"/>	\$115.50
8	05/19 / 2016-132 / Web/Maint-April 2016 WEB	OUTREACH	Aaron DeVandry	LBNC55	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$250.00
9	05/20 / 2016-133 / Mural 4 ?????????? CIP	CIP	Ralph's Grocery	Tran. ???		<input checked="" type="checkbox"/>	\$182.53
10	05/20 / 2016-134 / Message Serv - May2016 MIS	OPERATIONS	AT&T Messaging	7165910		<input checked="" type="checkbox"/>	\$16.30
11	05/23 / 2016-135 / Refund Mural4 Supplies CIP	CIP	Dunn-Edwards	???		<input checked="" type="checkbox"/>	-\$278.66
12	05/23 / 2016-136 / Mural 4 - Ice CIP	CIP	Arctic Glacier ???	???			\$10.00
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$3,079.06
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$33,499.05
C	OUTSTANDING COMMITMENTS						
	C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)						\$88.48
	C 2. Rent/Lease						\$580.00
	C 3. Contractual Services						
	C 4. Large Purchases						\$14,000.00
	C 5. Neighborhood Purpose Grants (pending or in process)						\$250.00
	C 6. Temporary Staffing Services						\$300.00
	C 7. Storage						\$228.00
	C 8. Other Outstanding Commitments	==>	Description:	Congress \$500, Fwy Sign \$1,500 OPR \$750, OUT \$3,440, WEB \$500			\$6,690.00
SUBTOTAL: Outstanding Commitments							\$22,136.48
D	Total Expenditures & Commitments						\$58,714.59
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)						\$8,604.50
F	Approved Budget 2015-2016						\$42,000.00
G	Balance of Budget						-\$8,110.09

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MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
		\$0.00	\$3,079.06	(\$3,079.06)

MONTHLY BUDGETARY ANALYSIS						
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	\$8,175.00	\$373.17	\$1,573.46	\$6,002.79	\$3,372.50
200	Outreach	\$17,075.00	\$278.81	\$5,475.73	\$11,228.26	\$11,043.66
300	Community Improvement	\$10,500.00	\$2,041.21	\$305.31	\$10,305.31	-\$1,541.21
400	NPG	\$1,250.00	\$0.00	\$1,250.00	\$2,100.00	\$400.00
500	Elections	\$5,000.00	\$385.87		\$3,862.69	\$751.44
900	Unallocated		\$0.00			\$0.00
	TOTAL	\$42,000.00	\$3,079.06	\$8,604.50	\$33,499.05	\$14,026.39

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	James M. Hart	Print Name	James A. Stein
Date		Date	
NC Additional Comments	Draft - L. Schwering		

Revision Date 1-26-15

Reporting Month:	MAY
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ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)							
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE	1099 Reportable	TOTAL
13	05/23 / 2016-137 / Mural 4 - Ice CIP	CIP	Arctic Glacier	???			\$19.99
14	05/23 / 2016-138 / Mural 4 - Supplies CIP	CIP	Home Depot	???		<input checked="" type="checkbox"/>	\$20.62
15	05/23 / 2016-139 / Mural 4-Volunteer Refresh CIP	CIP	Mama's Donuts	???			\$48.00
16	05/23 / 2016-140 / Mural 4-Volunteer Refresh CIP	CIP	Starbuck's	???			\$59.80
17	05/23 / 2016-141 / Mural 4-Volunteer Refresh CIP	CIP	El Pollo Loco	???		<input checked="" type="checkbox"/>	\$152.52
18	05/23 / 2016-142 / Mural 4-Volunteer Refresh CIP	CIP	Subway	???			\$204.00
19	05/23 / 2016-143 / Mural 4-Paint & Supplies CIP	CIP	Dunn-Edwards	???		<input checked="" type="checkbox"/>	\$1,474.14
20	05/23 / 2016-144 / Mural 4-Water/Beverage CIP	CIP	Food 4 Less	???			\$21.27
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SUBTOTAL: Expenditures by Line Item							\$2,000.34