

Department of Neighborhood Empowerment

Reporting Month: **SEPTEMBER**
 NC Name: **Lake Balboa**
 Budget Fiscal Year: **2016-2017**

MONTHLY EXPENDITURE REPORT
 Submitted: **10/28/2016 13:25:38**





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	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	PIP Printing	70465		9-2-2016 / Newsletter	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$44.69
2	Public Storage	19335173		9-6-2016 / Storage locker	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$252.00
3	Office Depot	4118		9-9-16 / copies	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$21.80
4	Apple One	3214430		9-13-16 / transcription of general mtg	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$115.50
5	James Brown	Multi		9-16-16 / reimburse refreshment safety	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$37.50
6	James Brown	Multi		9-16-16 / reimburse refreshment watch	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$31.24
7	PIP printing	71055		9-30-16 / Newsletter / NEW	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$33.79
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
11						<input type="checkbox"/>	<input type="checkbox"/>	
12						<input type="checkbox"/>	<input type="checkbox"/>	
B SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$536.52
C CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$2,397.02
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1				Neighborhood Watch Signage	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$2,500.00
2	Public Storage			Storage Unit	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$1,486.44
3	A T&T			voicemail	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$183.50
4	LAUSD			Gault rental for mtgs	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$2,520.00
5	LAUSD			Outstanding Checks	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$633.96
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
D SUBTOTAL: Outstanding Commitments (includes total on page 3)								\$7,303.90
D Total Expenditures & Commitments								\$10,237.44
E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F Approved Budget 2016-2017								\$37,000.00
G Balance of Budget 2016-2017								\$26,762.56

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$7,141.32	\$2,720.75	\$9,862.07	\$536.52	\$9,325.55

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$8,515.00	\$367.50	\$0.00	\$1,158.98	\$6,988.52
200	Outreach	\$18,560.00	\$169.02	\$0.00	\$1,238.04	\$17,152.94
300	Community Improvement	\$7,925.00	\$0.00	\$0.00	\$0.00	\$7,925.00
400	NPG	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$536.52	\$0.00	\$2,397.02	\$34,066.46

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 Hart	Print Name	Jim Stein
Date	10/5/16	Date	10/5/16
NC Additional Comments			

Revision Date 08/09/16