

Office of the City Clerk		MONTHLY EXPENDITURE REPORT	
Reporting Month:	JUNE	Submitted: 9/6/2017 16:43:48	
NC Name:	Lake Balboa		
Budget Fiscal Year:	2016-2017		



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	check 5108			refreshements	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$53.36
2	check 5110			Jim Stein - coffee for OUTREACH	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$15.95
3	check 5111			LA Unified - Gault Bill	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$145.48
4	check 5115			Lemay robotics NPG	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$4,449.93
5	check 5116			VIC meals on wheels	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$3,000.00
6	check 5117			NPG - one of three Congress annual and awards, Advocates	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
7	check 5118			NPG - one of three Congress annual and awards, Advocates	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
8	check 5119			NPG - one of three Congress annual and awards, Advocates	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
9	check 5120			Disaster Fair	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$850.00
##	check 5121			Fire department gift	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$900.00
##	Basset school			Basset robotcs NPG	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$4,449.93
##	Rite Aid			refreshements	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$15.59
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$16,559.98
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$25,394.19
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1						<input type="checkbox"/>	<input type="checkbox"/>	
2						<input type="checkbox"/>	<input type="checkbox"/>	
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
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"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$0.00
D	Total Expenditures & Commitments							\$41,954.17
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							\$42,000.00
G	Balance of Budget 2016-2017							\$45.83

Revision Date 10/14/16

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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
\$15,846.99	\$2,213.99	\$18,060.98	\$16,559.98	\$1,501.00

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	\$5,257.00	\$466.80	\$0.00	\$4,770.35	\$19.85
200	Outreach	\$13,630.00	\$393.32	\$0.00	\$13,236.13	\$0.55
300	Community Improvement	\$4,000.00	\$0.00	\$0.00	\$3,975.50	\$24.50
400	NPG	\$19,113.00	\$15,699.86	\$0.00	\$3,412.21	\$0.93
500	Elections	\$0.00	\$0.00	\$0.00		\$0.00
	TOTAL	\$42,000.00	\$16,559.98	\$0.00	\$25,394.19	\$45.83

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 Office of the City Clerk, Neighborhood Council Funding Section upon request.			
Treasurer Signature		Signer's Signature	
Print Name	James Hart	Print Name	Jim Stein
Date		Date	
NC Additional Comments			

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ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
##	Public Storage			Storage	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$252.00
##	PIP Printing			printing services	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$21.32
##	Office Depot			office expenses - for newsletter etc	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$39.52
##	PIP Printing			Printing services	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$41.87
##	MARY			Making Arts Real for youth	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$550.00
##	Linda Gravanti			Outreach refreshements	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$205.71
##	Closing Transaction			Bank Charge	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$69.32
##						<input type="checkbox"/>	<input type="checkbox"/>	
##						<input type="checkbox"/>	<input type="checkbox"/>	
##						<input type="checkbox"/>	<input type="checkbox"/>	
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##						<input type="checkbox"/>	<input type="checkbox"/>	
##						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$1,179.74