

Department of Neighborhood Empowerment

Reporting Month:

DECEMBER

Arroyo Seco

MONTHLY EXPENDITURE REPORT  
Submitted: 1/18/2017 12:30:24

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	Reportable	TOTAL
1	12/15/16 / OPERATION SUPPLIES / OP	OPERATIONS	TAMAR ROSANTHAL	5027		1099	\$23.39
2	12/16/16 / OPERATION SUPPLIES / OP	OPERATIONS	DREW PAONESSA	5030			\$93.70
3	12/19/16 / MEETING REFRESHMENTS / EVE	OUTREACH	CINDI LYNCH	5028			\$137.00
4	12/22/16 / EVENT REFRESHMENTS / EVE	OUTREACH	CINDI LYNCH	5031			\$188.38
5	12/21/16 / EVENT FEE / EVE	OUTREACH	NELA	5029			\$200.00
6	12/01/16 / EVENT SUPPLIES / EVE	OUTREACH	HOLIDAY GOO				\$369.63
7	12/05/16 / EVENT SUPPLIES / EVE	OUTREACH	DOLLAR TREE				\$50.97
8	12/06/16 / EVENT REFRESHMENTS / EVE	OUTREACH	MY TACO				\$291.00
9	12/14/16 / EVENT REFRESHMENTS / EVE	OUTREACH	SMARTFINAL				\$64.95
10	12/14/16 / EVENT REFRESHMENTS / EVE	OUTREACH	SMARTFINAL				\$86.84
11	12/27/16 / STORAGE / OP	OPERATIONS	STORQUEST				\$224.00
12							
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>							\$1,729.86
<b>B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>							\$7,748.60
<b>C OUTSTANDING COMMITMENTS</b>							
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
C 2. Rent/Lease							
C 3. Contractual Services							
C 4. Large Purchases							
C 5. Neighborhood Purpose Grants (pending or in process)							
C 6. Temporary Staffing Services							
C 7. Storage							
C 8. Other Outstanding Commitments ==> Description:							
<b>SUBTOTAL: Outstanding Commitments</b>							\$0.00
<b>D Total Expenditures &amp; Commitments</b>							\$9,478.46
<b>E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)</b>							
<b>F Approved Budget 2014-2015</b>							\$37,000.00
<b>G Balance of Budget</b>							\$27,521.54



Reporting Month: **DECEMBER**  
 NC Name: **Arroyo Seco**

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$10,751.40		\$10,751.40	\$1,729.86	\$9,021.54

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	\$10,000.00	\$341.09	\$3,200.57	\$6,458.34
200	Outreach	\$17,500.00	\$1,388.77	\$4,048.03	\$12,063.20
300	Community Improvement	\$500.00	\$0.00		\$500.00
400	NPG	\$9,000.00	\$0.00	\$500.00	\$8,500.00
500	Elections		\$0.00		\$0.00
900	Unallocated		\$0.00		\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$1,729.86</b>	<b>\$7,748.60</b>	<b>\$27,521.54</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	LYNDA VALENCIA	Print Name	CINDI LYNCH
Date		Date	
NC Additional Comments			



# STATEMENT OF ACCOUNTS

Page 1 of 2  
Statement Number: 0062262977  
12/01/16 - 12/30/16

UNION BANK  
CENTURY CITY 0206  
PO BOX 512380  
LOS ANGELES CA 90051-0380

**Telephone Banking**  
For 24-hour Automated Direct Service  
800-238-4486  
800-826-7345(TDD)  
Representatives are available  
Monday through Saturday

To open additional accounts,  
or apply for loans, call your  
banking office at 310-551-8900

You may also access your account online  
at [unionbank.com](http://unionbank.com)

Thank you for banking with us  
since 2014

**ARROYO SECO NEIGHBORHOOD COUNCIL**  
200 N SPRING ST FL 20  
LOS ANGELES CA 90012-4801

## Business Basics Checking Summary

Account Number: 0062262977

Days in statement period: 30

<b>Balance on 12/1</b>	\$	<b>10,751.40</b>
Additions		0.01
Subtractions		-1,729.87
	Checks	-642.47
	Purchases	-1,087.40
<b>Balance on 12/30</b>	\$	<b>9,021.54</b>
Statement Average Ledger Balance		9,741.90

We waived your service charge this statement period.

## Additions

Date	Description/Location	Reference	Amount
12/1	HOLIDAYGOO 03103261704 CA 03103261704 CA	72869382 \$	0.01

## Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5027	12/15	06776420	23.39	5030	12/16	07509558	93.70
5028	12/19	06013298	137.00	5031	12/22	07504440	188.38
5029	12/21	07589418	200.00				
<b>Total</b>						\$	<b>642.47</b>

## Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
12/1	HOLIDAYGOO 03103261704 CA 03103261704 CA	72869379 \$	0.01
12/1	HOLIDAYGOO 03103261704 CA 03103261704 CA	72869381	369.63
12/5	DOLLAR TRE LOS ANGELES CA LOS ANGELES CA	72157071	50.97
12/6	MY TACO RE HIGHLAND PAR CA HIGHLAND PAR CA	72878318	291.00
12/14	SMARTNFINA HIGHLAND PAR CA HIGHLAND PAR CA	70961578	64.95
12/14	SMARTNFINA HIGHLAND PAR CA HIGHLAND PAR CA	70961580	86.84

**Purchases** *ATM card and Debit card™ purchases*

<i>Date</i>	<i>Description/Location</i>	<i>Reference</i>	<i>Amount</i>
12/27	STORQUEST- 424-832-1973 CA 424-832-1973 CA	72574077	224.00
<b>Total</b>			<b>\$ 1,087.40</b>

**Information and Banking Office Services**

For each monthly statement period your account includes:

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.