

Department of Neighborhood Empowerment

Reporting Month:	APRIL	MONTHLY EXPENDITURE REPORT
NC Name:	Arroyo Seco	Submitted: 5/18/2017 15:12:24



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	1099 Reportable	TOTAL
1	04/26/17 / PRINTING / OFF	OPERATIONS	LYNDA VALENCIA	5041			\$31.77
2	04/27/17 / REFRESHMENTS / EVE	OUTREACH	CINDI LYNCH	5042			\$399.49
3	04/13/17 / MT WASHINGTON / NPG	NPG					\$1,059.00
4	04/14/17 / CITY OF L.A. RAMONA HALL /EVE	OUTREACH	HALL RENTAL AS SCHOOL				\$760.00
5	04/07/17 / OPERATION SUPPLIES/ OP	OPERATIONS	BIG FIVE				\$391.46
6	04/12/17 / REFRESHMENTS/ EVE	OUTREACH	SMARTNFINAL				\$489.48
7	04/17/17 / EQUIP RENTAL / EVE	OUTREACH	SIR MICHAEL				\$150.00
8	04/18/17 / PRINTING / OFF	OPERATIONS	QUICKERPRINTER				\$19.58
9	04/19/17 / OUTREACH SUPPLIES / EVE	OUTREACH	DISCOUNT MUGS				\$1,837.25
10	04/20/17 / TOWING OF CONTAINER / OP	OPERATIONS	ABILITY TOWING				\$450.00
11	04/21/17 / OUTREACH SUPPLIES / EVE	OUTREACH	ORIENTAL TRADING CO				\$582.82
12	04/24/17 / MEETING REFRESHMENTS / OP	OPERATIONS	MY TACO				\$155.12
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$7,042.74
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$19,390.59
C	OUTSTANDING COMMITMENTS						
	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)						\$2,800.00
	C 6. Temporary Staffing Services						
	C 7. Storage						
	C 8. Other Outstanding Commitments ==> Description:						
SUBTOTAL: Outstanding Commitments							\$2,800.00
D	Total Expenditures & Commitments						\$29,233.33
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)						
F	Approved Budget 2014-2015						\$42,000.00
G	Balance of Budget						\$12,766.67

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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
\$13,359.41	\$9,250.00	\$22,609.41	\$7,042.74	\$15,566.67

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	\$1,294.93	\$6,198.19	\$2,506.88
200	Outreach	\$22,500.00	\$4,688.81	\$12,692.40	\$5,118.79
300	Community Improvement	\$500.00	\$0.00	\$0.00	\$500.00
400	NPG	\$9,000.00	\$1,059.00	\$500.00	\$7,441.00
500	Elections		\$0.00		\$0.00
900	Unallocated		\$0.00		\$0.00
	TOTAL	\$42,000.00	\$7,042.74	\$19,390.59	\$15,566.67

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			

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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	04/26/17 / REFRESHMENTS / EVE	OUTREACH	LA MONARCA				\$92.50
14	04/27/17 / STORAGE / FAC	OPERATIONS	STORQUEST				\$247.00
15	04/28/17 / REFRESHMENTS / EVE	OUTREACH	SMARTNFINAL				\$26.44
16	04/28/17 / REFRESHMENTS / EVE	OUTREACH	SMARTNFINAL				\$45.41
17	04/28/17 / OUTREACH SUPPLIES / EVE	OUTREACH	HOME DEPOT				\$305.42
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SUBTOTAL: Expenditures by Line Item							\$716.77