

Office of the City Clerk		MONTHLY EXPENDITURE REPORT	
Reporting Month:	APRIL		
NC Name:	Harbor City	Submitted:	5/14/2017 13:32:53
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	LA Library			04/06/17 #5129 - after hours security	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$216.00
2	Subway			04/06/17 #5130 - food for stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
3	South Bay Storage			04/04/2017 #5131 Storage - April as adjusted	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$179.00
4	The Mailroom			04/17/2017 on line payment Virtual Office Services	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$210.17
5	Staples	Receipt		04/17/17 P Card - copypaper/toner	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$367.92
6	Lloyd Staffing	614650		04/24/2017 #5142 transcription	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$154.44
7	Lloyd Staffing	614607		04/14/17 on line payment - bookkeeping/transcription	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$391.36
8	San Pedro Art Association	NPG		04/24/2017 NPG	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$1,500.00
9	Epperhart Communication	2016-11		04/27/2017 2016 selection outreach	ELECTION	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
#	Lloyd Staffing			04/27/17 on line payment - bookkeeping/transcription	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$442.84
#	Sam's Club	Receipt		04/17/17 P Card - drinks for stakeholder meetings	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$61.49
#	Sam's Club	Receipt		04/17/17 P Card - drinks for stakeholder meetings	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$41.53
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$3,867.25
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$10,954.31
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1	Los Angeles Public Library			After hours security	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$216.00
2	Subway			Food for stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
3	South Bay Storage			Storage - February	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$179.00
4	The Mailroom			Virtual Office Services	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$195.00
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)								\$692.50
D Total Expenditures & Commitments								\$15,514.06
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								\$26,485.94

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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
\$19,262.99	\$11,782.70	\$31,045.69	\$3,867.25	\$27,178.44

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	\$13,259.00	\$1,961.73	\$0.00	\$8,447.41	\$2,849.86
200	Outreach	\$19,285.00	\$205.52	\$0.00	\$2,506.90	\$16,572.58
300	Community Improvement	\$2,240.00	\$0.00	\$0.00		\$2,240.00
400	NPG	\$4,716.00	\$1,500.00	\$0.00		\$3,216.00
500	Elections	\$2,500.00	\$200.00	\$0.00		\$2,300.00
	TOTAL	\$42,000.00	\$3,867.25	\$0.00	\$10,954.31	\$27,178.44

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	Jennifer Corral	Print Name	Gregory Donnan
Date	May 17, 2017	Date	May 17, 2017
NC Additional Comments			

Reporting Month: APRIL
NC Name: Harbor City

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
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SUBTOTAL: Expenditures by Line Item								\$0.00

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ADDITIONAL OUTSTANDING COMMITMENTS BY LINE ITEM (Optional, do not print page 3 unless you use it)								
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SUBTOTAL: Expenditures by Line Item								\$0.00