

Department of Neighborhood Empowerment

Reporting Month: **AUGUST** MONTHLY EXPENDITURE REPORT
 Budget Fiscal Year: **2016-2017** Submitted: **9/20/2016 13:39:24**
 NC Name: **Harbor City**



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 Reimbursable	TOTAL
1 South Bay Storage Center	24732		8/18/16 2 months storage unit rent & late fee	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$373.00
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"/>	
11					<input type="checkbox"/>	<input type="checkbox"/>	
12					<input type="checkbox"/>	<input type="checkbox"/>	

SUBTOTAL Expenditures by Line Item (do not include transaction page 3 if attached)							\$373.00
B. CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YEAR)							\$187.77
C. OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1 Los Angeles Public Library	68081716		After hours security	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$516.00
2 Subway	347		Food for 7/20 stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
3 Subway	350		Food for 8/14 board retreat	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$67.50
4 Subway	353		Food for 8/17 stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
5 Lloyd Staffing	613915		Transcription and Bookkeeping for July 2016	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$404.23
6 The Mailroom	0300		Virtual Office Services and Constant Contact 6/16	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$550.00
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) \$1,742.23
E. Total Expenditures & Commitments \$2,368.50
F. Total Adjustments (such as use of unexpended prior fiscal years items, etc) / use for credits / for deductions \$0.00
G. Approved Budget 2016-2017 \$37,000.00
Revision Date 08/09/16 \$34,645.50

Reporting Month:	AUGUST
NC Name:	Harbor City

MONTHLY CASH RECONCILIATION			
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Remaining Balance (E) = C - D
\$9,250.00	\$0.00	\$9,250.00	\$8,877.00

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	\$13,833.00	\$373.00	\$0.00	\$0.00	\$13,460.00
200	Outreach	\$14,265.00	\$0.00	\$0.00	\$187.77	\$14,077.23
300	Community Improvement	\$840.00	\$0.00	\$0.00	\$0.00	\$840.00
400	NPG	\$8,062.00	\$0.00	\$0.00	\$0.00	\$8,062.00
500	Elections		\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$373.00	\$0.00	\$187.77	\$36,439.23

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	Print Name
Date	Date
NC Additional Comments	

Revision Date 08/09/16

Jennifer Corral
 September 21, 2016
 Gregory Donnan
 September 21, 2016



STATEMENT OF ACCOUNTS

Page 1 of 1
Statement Number: 0062262738
07/30/16 - 08/31/16

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

HARBOR CITY NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

- Use Online Banking Bill Pay system to help you save time and get more control. Easy setup: it only takes minutes to add payees and start paying your bills securely online. To learn more, please visit: www.unionbank.com/billpay

Business Basics Checking Summary

Account Number: 0062262738

Days in statement period: 33

Balance on 7/30	\$		9,250.00
Additions			0.00
Subtractions			-373.00
	Checks	-373.00	
Balance on 8/31	\$		8,877.00
Statement Average Ledger Balance			9,238.69

We waived your service charge this statement period.

Checks

<u>Number</u>	<u>Date</u>	<u>Reference</u>	<u>Amount</u>	<u>Number</u>	<u>Date</u>	<u>Reference</u>	<u>Amount</u>
5084	8/31	08251092	373.00				

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.