



Office of the City Clerk  
 Reporting Month: **NOVEMBER**  
 NC Name: **Harbor City**  
 Budget Fiscal Year: **2016-2017**  
 Submitted: **11/14/2017 15:48:41**  
**MONTHLY EXPENDITURE REPORT**

**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	SUBJECT CATEGORY	OUT OF STATE VENDOR	1999 Reportable	TOTAL
1	Los Angeles Public Library	Nov-16		#5094 11/14/16 After hours security	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$216.00
2	Lloyd Staffing	614262		on-line 11/7 transcription & bookkeeping Nov.	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$404.23
3	Subway	363		#5095 11/10 Food for 11/16 stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
4	South Bay Storage	Invoice		#5102 11/15 Storage - November	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$194.00
5	South Bay Storage	Invoice		#5107 11/15 Storage - December	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$195.00
6	South Bay Storage	Invoice		#5098 11/1 Storage late fee	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$25.00
7	Staples	Receipt		Outreach flyers & printer ink	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$153.78
8	The Mailroom	0320-HCNC		Virtual Office Services	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$790.00
9						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
<b>Subtotal Expenditures by Vendor by Month (Total for 11/16/2017)</b> <b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)</b> <b>OUTSTANDING COMMITMENTS (OBLIGATIONS)</b>								
1	Los Angeles Public Library			02/01/2017 After hours security	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$216.00
2	Subway			02/01/2017 Food for 2/17 stakeholder meeting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
3	South Bay Storage			01/08/2017 Storage - January	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$194.00
4	The Mailroom			01/07/2017 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"/>	
<b>Subtotal Outstanding Commitments (for 11/16/2017)</b> <b>Total Expenditures \$ Commitments</b> <b>Total Obligations (includes the taxes assessed prior fiscal year items and 10/16/17 funds - for deductions)</b> <b>Approved Budget 2016-2017</b> <b>Balance of Budget 2016-2017</b>								

Revision Date 10/14/16  
 \$2,019.53  
 \$3,620.37  
 \$76,750  
 \$6,495.38  
 \$0.00  
 \$37,000.00  
 \$30,851.52

Reporting Month: <b>NOVEMBER</b>	
NC Name:	Harbor City

MONTHLY CASH REQUIREMENT			
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Remaining Balance (E) = C - D
\$15,097.40	\$0.00	\$15,097.40	\$13,016.39
			Cash Spent this Month (D) \$2,080.01

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	\$1,799.23	\$0.00	\$3,023.35	\$8,436.42
200	Outreach	\$14,285.00	\$281.28	\$0.00	\$597.02	\$13,406.70
300	Community Improvement	\$2,240.00	\$0.00	\$0.00		\$2,240.00
400	NPG	\$4,716.00	\$0.00	\$0.00		\$4,716.00
500	Electrons	\$2,500.00	\$0.00	\$0.00		\$2,500.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$2,080.51</b>	<b>\$0.00</b>	<b>\$3,620.37</b>	<b>\$31,299.12</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 Office of the City Clerk, Neighborhood Council Funding Section upon request.

Treasurer Signature	Signer's Signature
Print Name	Print Name
Date	Date
NC Additional Comments	

Jennifer Corral  
January 18, 2017

Gregory Donnan  
January 18, 2017

Revision Date: 10/14/16



# STATEMENT OF ACCOUNTS

Page 1 of 2

Statement Number: 0062262738

11/01/16 - 11/30/16

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

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

- Save time by depositing checks directly from your smartphone or tablet. Easy Usage: It is simple to submit a deposit. Select an account, enter the amount and take a photo of both sides of the check. It's that simple. Quick Confirmation: Check your deposit status online or with your mobile app. For more information, go to: [unionbank.com/mobilecheckdeposit](http://unionbank.com/mobilecheckdeposit)

## Business Basics Checking Summary

Account Number: 0062262738

Days in statement period: 30

Balance on 11/1	\$	15,097.40	✓
Additions		0.00	✓
Subtractions		-2,080.51	
		Checks	-732.50
		Payments	-1,194.23
		Purchases	-153.78
Balance on 11/30	\$	13,016.89	✓
Statement Average Ledger Balance		13,647.75	

We waived your service charge this statement period.

## Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5094	11/14	08444484	216.00	5102*	11/15	06100774	194.00
5095	11/10	07586132	102.50 ✓	5107*	11/18	06141934	195.00
5098*	11/1	07533750	25.00				
<b>Total</b>							<b>\$ 732.50</b>

\* Checks missing in sequence. Out of sequence check numbers may also be located in the Payments section of your statement.

## Payments *online and electronic banking*

Date	Description/Location	Reference	Amount
11/7	LLOYD CONNECTING ONLINE PMT WEB	55470869	\$ 404.23 ✓
	UN1537614516POS		
11/7	THE MAILROOM ONLINE PMT WEB	55472668	790.00 ✓
	UN1537614516POS		
<b>Total</b>			<b>\$ 1,194.23</b>

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

Date	Description/Location	Reference	Amount
11/14	STAPLES TORRANCE CA TORRANCE CA	71778760	\$ 153.78

**Information and Banking Office Services**

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**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.