

Department of Neighborhood Empowerment

Reporting Month:	JUNE	MONTHLY EXPENDITURE REPORT
NC Name:	VENICE	Submitted: 7/5/2017 20:15:40
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	Next Day Flyers	3433763	VNC-17233	05/30/2017-Flyers-	OUTREACH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,667.38
2	Power	147258181		05/31/2017-Web Hosting	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$20.00
3	Smart & Final	027150		06/02/2017-Supplies-Go Fishing	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$249.11
4	M J Rentals	185535		06/02/2017-Equipment-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$105.00
5	Facebook	1379949032		06/02/2017-Outreach-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$9.53
6	Facebook	1379949008		06/02/2017-Outreach-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$15.77
7	Facebook			06/02/2017-Outreach-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$22.99
8	Image 360	I-12648		06/02/2017-Banner stickers	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$83.74
9	Extra Space Storage	1081		06/03/2017-Storage	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$167.00
10	Facebook	1339004462		06/04/2017-Outreach-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$14.74
11	Facebook	1339004439		06/04/2017-Outreach-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$35.59
12	LAUSD	S1958		06/05/2017-Space rental for Board meetings	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$145.48
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$16,021.89
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$25,977.51
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1						<input type="checkbox"/>	<input type="checkbox"/>	
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"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$0.00
D	Total Expenditures & Commitments							\$41,999.40
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							\$0.60

Reporting Month:	JUNE
NC Name:	VENICE

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$16,022.49	\$39.13	\$16,061.62	\$16,021.89	\$39.73

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	\$10,850.00	\$3,554.50	\$0.00	\$6,698.66	\$596.84
200	Outreach	\$16,280.00	\$4,397.76	\$0.00	\$9,518.66	\$2,363.58
300	Community Improvement	\$14,870.00	\$5,143.70	\$0.00	\$9,760.19	(\$33.89)
400	NPG		\$0.00	\$0.00		\$0.00
500	Elections		\$0.00	\$0.00		\$0.00
	TOTAL	\$42,000.00	\$13,095.96	\$0.00	\$25,977.51	\$2,926.53

NEIGHBORHOOD COUNCIL DECLARATION			
<p>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.</p>			
Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			

Reporting Month:	JUNE
NC Name:	VENICE

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
13	I Power	150456357		06/07/2-17-Web hosting	OUTREACH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$20.00
14	The Walking Man	E8149	VNC-17379	06/06/2017-Flyer Distribution-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$1,225.00
15	Constant Contact	171516099		06/08/2017-E-mail service	OUTREACH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$60.00
16	Amazon			06/08/2017-	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$218.15
17	La Pinata		VNC-17379	06/08/2017-Equipment-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$727.20
18	Apple One	S6638030		06/08/2017-Staff services	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
19	Office Depot	026701		06/11/2017-Posters-	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$546.14
20	Amazon	114-8527217		06/09/2017-Protection Plan	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$25.26
21	Amazon	114-0131394		06/09/2017-Cables	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$237.91
22	Amazon	114-9801462		06/09/2017-Protection Plan-mixer	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$269.18
23	Amazon	114-7339534		06/09/2017-Mixer	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$1,699.00
24	Venice Paparazzi	4210	VNC-17379	06/10/2017-Photographs-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$400.00
25	Calisons	4-163	VNC-17379	06/10/2017-T-shirts-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$618.67
26	Conference Microphones	221056		06/12/2017-Translation equipment	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$738.00
27	M J Rentals	185535	VNC-17379	06/12/2017-Equipment-Green Expo	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$920.10
28	Colleen Hand	060817	VNC-17379	6/12/2017-Green Expo producer	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$800.00
29	Web Corner	15049		06/13/2017-Web services	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$900.00
30	Next Day Flyers	3442513		06/13/2017-Credit on overcharge	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	-\$44.98
31	Congress of Neighborhood			6/22/2017-contribution	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,000.00
32	City Clerk			06/30/2017-Left over funds		<input type="checkbox"/>	<input type="checkbox"/>	\$2,925.93
33						<input type="checkbox"/>	<input type="checkbox"/>	
34						<input type="checkbox"/>	<input type="checkbox"/>	
35						<input type="checkbox"/>	<input type="checkbox"/>	
36						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$13,485.56

Reporting Month:	JUNE
NC Name:	VENICE

ADDITIONAL OUTSTANDING COMMITMENTS 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
11						<input type="checkbox"/>	<input type="checkbox"/>	
12						<input type="checkbox"/>	<input type="checkbox"/>	
13						<input type="checkbox"/>	<input type="checkbox"/>	
14						<input type="checkbox"/>	<input type="checkbox"/>	
15						<input type="checkbox"/>	<input type="checkbox"/>	
16						<input type="checkbox"/>	<input type="checkbox"/>	
17						<input type="checkbox"/>	<input type="checkbox"/>	
18						<input type="checkbox"/>	<input type="checkbox"/>	
19						<input type="checkbox"/>	<input type="checkbox"/>	
20						<input type="checkbox"/>	<input type="checkbox"/>	
21						<input type="checkbox"/>	<input type="checkbox"/>	
22						<input type="checkbox"/>	<input type="checkbox"/>	
23						<input type="checkbox"/>	<input type="checkbox"/>	
24						<input type="checkbox"/>	<input type="checkbox"/>	
25						<input type="checkbox"/>	<input type="checkbox"/>	
26						<input type="checkbox"/>	<input type="checkbox"/>	
27						<input type="checkbox"/>	<input type="checkbox"/>	
28						<input type="checkbox"/>	<input type="checkbox"/>	
29						<input type="checkbox"/>	<input type="checkbox"/>	
30						<input type="checkbox"/>	<input type="checkbox"/>	
31						<input type="checkbox"/>	<input type="checkbox"/>	
32						<input type="checkbox"/>	<input type="checkbox"/>	
33						<input type="checkbox"/>	<input type="checkbox"/>	
34						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$0.00