

Department of Neighborhood Empowerment

Reporting Month:	AUGUST	MONTHLY EXPENDITURE REPORT
NC Name:	Porter Ranch	Submitted: 11/3/2016 16:01:50
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	Moore Business Results			8/25/16 - website maintenance / updates	PRIOR YR OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$750.00
2	Constant Contact			8/12/16 - email blast	OUTREACH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$288.00
3	Reuters Newspaper Group			8/18/16 - newspaper ad	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$400.00
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 (May include totals on page 3, if entered)								\$1,438.00
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$783.00
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							\$2,221.00
E	Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)							(\$750.00)
F	Approved Budget 2016-2017							\$37,000.00
G	Balance of Budget 2016-2017							\$35,529.00

Reporting Month:	<b>AUGUST</b>
NC Name:	<b>Porter Ranch</b>

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$9,324.98	\$0.00	\$9,324.98	\$1,438.00	\$7,886.98

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	\$8,984.00	\$0.00	\$750.00	\$783.00	\$8,201.00
200	Outreach	\$13,316.00	\$688.00	\$0.00		\$12,628.00
300	Community Improvement	\$13,000.00	\$0.00	\$0.00		\$13,000.00
400	NPG	\$1,700.00	\$0.00	\$0.00		\$1,700.00
500	Elections	\$0.00	\$0.00	\$0.00		\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$688.00</b>	<b>\$750.00</b>	<b>\$783.00</b>	<b>\$35,529.00</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 Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			

August '16 "MER" Copy



# STATEMENT OF ACCOUNTS

Page 1 of 1

Statement Number: [REDACTED]  
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

You may also access your account online  
at [unionbank.com](http://unionbank.com)

Thank you for banking with us  
since 2014

**PORTER RANCH NEIGHBORHOOD COUNCIL**  
[REDACTED]  
LOS ANGELES CA 90012-4801

- 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](http://www.unionbank.com/billpay)

## Business Basics Checking Summary

Account Number: [REDACTED]

Days in statement period: 33

<b>Balance on 7/30</b>	\$		<b>9,324.98</b>
Additions			0.00
Subtractions			-1,438.00
		Checks	-688.00
		Payments	-750.00
<b>Balance on 8/31</b>	\$		<b>7,886.98</b>
Statement Average		Ledger	8,882.25
Balance			

We waived your service charge this statement period.

## Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5037	8/12	06886470	288.00	5038	8/23	06114934	400.00
<b>Total</b>							<b>\$ 688.00</b>

## Payments *online and electronic banking*

Date	Description/Location	Reference	Amount
8/25	MOORE BUSINESS R RETRY PYMT WEB UN1479507984POS	55774155	\$ 750.00

## 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.