

Department of Neighborhood Empowerment

Reporting Month:	JUNE	MONTHLY EXPENDITURE REPORT
NC Name:	Sherman Oaks	Submitted: 6/26/2017 13:27:03
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	Lydia Drew Mather	SONC20-1702	16240	5/23/17 Say Hello to Spring-Graphic Design	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$75.00
2	Lydia Drew Mather	SONC20-1702	16240	5/23/17 Say Hello to Spring-Graphic Design	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$75.00
3	So Cal Disaster Foundation		SONC17080	5/26/17 NPG So Cal Disaster Prepare Fair	NPG	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$850.00
4	LAUSD	S2314		5/25/17 PLUM Mtg 6/15/18 Room Rental	OPERATIONS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$176.98
5	Anderson Trophy Co	701436-230		5/27/17 Name Tags - Board Members	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$409.98
6	Swank Motion Pictures Inc	BO1441165	SONC17121	5/30/17 Movie License Fee - 6/24 Movie Event	OUTREACH	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$565.00
7	Goodway Printing	38972		6/1/17 Copies - June Board & Plum	OPERATIONS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$125.00
8	Halo Brand Solutions	5651160		6/1/17 Polo Shirts Branded Board	OUTREACH	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$523.96
9	Best Bubble Parties	142066502	SONC17212	6/6/17 Bubble Play - Movie in Park Event	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$275.00
10	AnyPromo.Com	CV7064459	SONC17212	6/2/17 Frisbee Flyers - Movie in Park Event	OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$240.35
11	Crestline	1601154		6/6/17 Table Cloths with Logo	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$460.02
12	City of LA REFUND			6/3/17 Budget Advocate Uncashed	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	-\$1,250.00
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$3,068.30
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$36,465.49
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1	Budget Advocate				OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$2,250.00
2	LA Congress NCs				OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,000.00
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)								\$3,250.00
D	Total Expenditures & Commitments							\$42,783.79
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							(\$783.79)

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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
\$6,323.75	\$0.00	\$6,323.75	\$3,068.30	\$3,255.45

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	\$8,025.00	\$446.18	\$0.00	\$9,305.99	(\$1,727.17)
200	Outreach	\$24,825.00	\$1,772.12	\$0.00	\$18,886.88	\$4,166.00
300	Community Improvement	\$4,650.00	\$0.00	\$0.00		\$4,650.00
400	NPG	\$3,500.00	\$850.00	\$0.00	\$8,272.62	(\$5,622.62)
500	Elections	\$1,000.00	\$0.00	\$0.00		\$1,000.00
	TOTAL	\$42,000.00	\$3,068.30	\$0.00	\$36,465.49	\$2,466.21

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	Tom Capps	Print Name	Jeff Hartsough
Date		Date	
NC Additional Comments			

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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	Got Print	21908414	SONC17121	6/5/17 Postcards for Movie Event	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$178.76
14	Lloyd Staffing	6-614810		6/7/16 Admin Assit WE 05/28 5.0 HRS	OPERATIONS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$144.20
15	Light in the Box	23468527	SONC17121	6/9/17 Inflatable Outdoor Seating Movie Event	OUTREACH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$166.85
16	Walmart	9672-7325	SONC17121	6/11/17 Hollo Hoops Movie Event	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$52.20
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"/>	
35						<input type="checkbox"/>	<input type="checkbox"/>	
36						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$542.01

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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