

Department of Neighborhood Empowerment

Monthly Expenditure Report for:

NC Name:

Budget Fiscal Year:

(Must be submitted to the Department within 10 days of Board Approval)

July

Pico Union

2013-2014



| | | | | | | | Total |
|----------|--|-------------|--------------------------|--------------------------|----------------|--------------------------|------------------|
| A | EXPENDITURES BY LINE ITEM (Item/Service Description) | BUDGET | VENDOR | OUT OF STATE | INVOICE NUMBER | *1099 reportable | |
| | A. 1. Monthly Expenditures | CATEGORY | | VENDOR | | | |
| | Phone and Internet | Operational | AT&T | <input type="checkbox"/> | | <input type="checkbox"/> | 96.66 |
| | Board Meeting Interpreting Service (Spanish) | Operational | Continental Interpreting | <input type="checkbox"/> | 183247 | <input type="checkbox"/> | 275 |
| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
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| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| | A. 2. Outstanding Checks/Demand Warrants | | | | | | |
| | TEMP STAFF SERVICES (W/E 05/25/13-06/15/2013) | Operational | APPLE ONE | <input type="checkbox"/> | S2025124 | <input type="checkbox"/> | \$1,753.29 |
| | TEMP STAFF SERVICES (W/E 6/22, 6/29, 7/6, 7/13, 7/20, 7/27, 8/3 & 8/10) | Operational | APPLE ONE | <input type="checkbox"/> | S2106006 | <input type="checkbox"/> | \$3,517.47 |
| | TEMP STAFF SERVICES (W/E 7/6-7/20/13) | Operational | APPLE ONE | <input type="checkbox"/> | S2071052 | <input type="checkbox"/> | \$284.14 |
| | | | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| | SUBTOTAL: Expenditures by Line Item | | | | | | 5926.56 |
| B | CUMULATIVE EXPENDITURES FROM PRIOR MONTHS | | | | | | |
| | Cumulative Expenditures from prior months | | | | | | |
| | SUBTOTAL: Cumulative Expenditures from prior months | | | | | | |
| C | OUTSTANDING COMMITMENTS | | | | | | |
| | C. 1. Rent/Lease: (June & July). | | | | | | 400 |
| | C. 2. Contractual Services | | | | | | 0 |
| | C. 3. Large Purchases | | | | | | 0 |
| | C. 4. Neighborhood Purpose Grants in process | | | | | | 0 |
| | C. 5. Temporary Staffing Services | | | | | | 0.00 |
| | C. 6. Storage | | | | | | 0 |
| | C.7. Other: (Outreach: Salvin Educational Center Sensory Room lighting) & (Operational: AT&T Phone & Internet). | | | | | | 574.38 |
| | SUBTOTAL: Outstanding Commitments | | | | | | 974.38 |
| D | Total Expenditures & Commitments | | | | | | 6900.94 |
| E | Total Adjustments by Department | | | | | | |
| F | Approved Budget 2013-2014 | | | | | | 37,000 |
| G | Balance of Budget | | | | | | 30,099.06 |

July

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CASH STATUS ANALYSIS

| Number | Budget Category | Budget (A) | Cash Received For This Month (B) | Cash Spent for the Month (C) | Budget Balance Available (D) (A - B - C) |
|--------|-----------------------|--------------|----------------------------------|------------------------------|---|
| 100 | Operations | \$29,000 | \$29,000 | 371.66 | 28628.34 |
| 200 | Outreach | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 300 | Community Improvement | \$1,500 | \$1,500 | 0 | \$1,500 |
| 400 | NPG | \$1,500 | \$1,500 | 0 | \$1,500 |
| 500 | Elections | \$0 | \$0 | 0 | 0 |
| | TOTAL | 37000 | 37000 | 371.66 | 36628.34 |

NEIGHBORHOOD COUNCIL CERTIFICATION

We, _____ (Treasurer Name) and _____ (Signer Name), declare that we are the Treasurer and Signer, respectively of the _____ Pico Union Neighborhood Council (NC) and that on _____ (date adopted), a Brown Act noticed public meeting was held by the _____ Pico Union _____ NC with a quorum of _____ (number) board members present and that by a vote of _____ (number) yes, _____ (number) no, and _____ (number) abstentions the _____ Pico Union _____ NC adopted the Monthly Expenditure Report for the month of _____ July _____ (month), _____ 2013 _____ (year).

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