

Department of Neighborhood Empowerment

Reporting Month:

Budget Fiscal Year:

Budget Fiscal Year:

NOVEMBER

Arroyo Seco

2014-2015

MONTHLY EXPENDITURE REPORT

Submitted: 1/18/2017 11:57:07



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)							1099	TOTAL
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	Reportable		
1	11/07/16 / CHECK / EVE	OUTREACH	JIM HENDERSON	5026			\$21.79	
2	11/21/16 / EVENT REFRESHMENTS / EVE	OUTREACH	DELICIAS BAKERY				\$52.50	
3	11/21/16 / EVENT REFRESHMENTS / EVE	OUTREACH	MY TACO				\$411.98	
4	11/21/16 / EVENT REFRESHMENTS / EVE	OUTREACH	SMARTFINAL				\$42.57	
5	11/25/16 / OPERATION SUPPLIES / OP	OPERATIONS	STAPLES				\$30.93	
6	11/28/16 / STORAGE / OP	OPERATIONS	STOREQUEST				\$224.00	
7	11/29/16 / OPERATION SUPPLIES / OP	OPERATIONS	OFFICE DEPOT				\$11.98	
8								
9	11/21/16 / EVENT REFRESHMENTS / EVE	OUTREACH	SMARTFINAL				-\$13.39	
10								
11								
12								
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>								\$782.36
<b>B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>								\$6,966.24
<b>C OUTSTANDING COMMITMENTS</b>								
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)								
C 2. Rent/Lease								
C 3. Contractual Services								
C 4. Large Purchases								
C 5. Neighborhood Purpose Grants (pending or in process)								
C 6. Temporary Staffing Services								
C 7. Storage								
C 8. Other Outstanding Commitments ==> Description:								
<b>SUBTOTAL: Outstanding Commitments</b>								\$0.00
<b>D Total Expenditures &amp; Commitments</b>								\$7,748.60
<b>E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)</b>								
<b>F Approved Budget 2014-2015</b>								\$37,000.00
<b>G Balance of Budget</b>								\$29,251.40

Reporting Month: **NOVEMBER**  
 NC Name: **Arroyo Seco**

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$11,533.76	\$0.00	\$11,533.76	\$782.36	\$10,751.40

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$10,000.00	\$266.91	\$2,933.66	\$6,799.43
200	Outreach	\$17,500.00	\$515.45	\$3,532.58	\$13,451.97
300	Community Improvement	\$500.00	\$0.00		\$500.00
400	NPG	\$9,000.00	\$0.00	\$500.00	\$8,500.00
500	Elections		\$0.00		\$0.00
900	Unallocated		\$0.00		\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$782.36</b>	<b>\$6,966.24</b>	<b>\$29,251.40</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	<b>LYNDA VALENCIA</b>	Print Name	<b>CINDI LYNCH</b>
Date		Date	

NC Additional Comments



# STATEMENT OF ACCOUNTS

Page 1 of 2  
Statement Number: 0062262977  
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

**ARROYO SECO NEIGHBORHOOD COUNCIL**  
200 N SPRING ST FL 20  
LOS ANGELES CA 90012-4801

You may also access your account online  
at unionbank.com

Thank you for banking with us  
since 2014

- 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: 0062262977

Days in statement period: 30

Balance on 11/1	\$	11,533.76
Additions		13.39
Subtractions		-795.75
	Checks	-21.79
	Purchases	-773.96
Balance on 11/30	\$	10,751.40
Statement Average Ledger Balance		11,322.39

We waived your service charge this statement period.

## Additions

Date	Description/Location	Reference	Amount
11/21	SMARTNFINA HIGHLAND PAR CA HIGHLAND PAR CA	72878814	\$ 13.39

## Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5026	11/7	06821712	21.79				

## Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
11/21	SMARTNFINA HIGHLAND PAR CA HIGHLAND PAR CA	72878812	\$ 42.57
11/21	SQ *DELICI LOS ANGELES CA LOS ANGELES CA	72878813	52.50
11/21	MY TACO RE HIGHLAND PAR CA HIGHLAND PAR CA	73776635	411.98
11/25	STAPLES DI 800-3333330 MA 800-3333330 MA	72608741	30.93
11/28	STORQUEST- 800-784-9176 CA 800-784-9176 CA	70711298	224.00
11/29	OFFICE DEP 800-463-3768 CA 800-463-3768 CA	71412008	11.98
<b>Total</b>			<b>\$ 773.96</b>

### **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.