

Department of Neighborhood Empowerment

Reporting Month:	February 17	MONTHLY EXPENDITURE REPORT
NC Name:	Woodland Hills-Warner Center	Submitted: 3/4/2017 14:17:40
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	PORT TOWN WEBSITES	A895		12/8/16 New website development	Outreach			\$2,500.00
2	Verizon Wireless	9779270285		12/24/16-1/23/17 WiFi Hotspot	OPERATIONS	X		\$38.01
3	Grasshopper	8186399444		1/12/17-02/12/17 Virtual Phone System	OPERATIONS	X		\$29.99
4	AMerican Legion Post 826	10-2SP		11/3/16 Oct-Dec 16 Hall Rental Monthly Meetings	OPERATIONS			\$300.00
5	PORT TOWN WEBSITES	A896		12/8/16 New website development	Outreach			\$2,243.25
6								
7								
8								
9								
10								
11								
12								
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$5,111.25
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$8,414.38
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1	Syntax Systems	1049		01/23/17 Q1 17 Legacy Website Support	Outreach			\$180.00
2								
3								
4								
5								
6								
7								
8								
9								
10								
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$180.00
D	Total Expenditures & Commitments							\$13,705.63
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							\$28,294.37

Revision Date 08/09/16

Reporting Month:	January 17
NC Name:	Woodland Hills-Warner Center

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Deposits (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$18,418.95	\$5,000.00	\$23,418.95	\$5,111.25	\$18,307.70

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	\$8,430.00	\$368.00	\$0.00	\$493.83	\$7,568.17
200	Outreach	\$21,780.00	\$4,743.25	\$0.00	\$7,371.00	\$9,665.75
300	Community Improvement	\$11,040.00	\$0.00	\$0.00	\$549.55	\$10,490.45
400	NPG	\$750.00	\$0.00	\$0.00		\$750.00
500	Elections	\$0.00	\$0.00	\$0.00		\$0.00
	TOTAL	\$42,000.00	\$5,111.25	\$0.00	\$8,414.38	\$28,474.37

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	Heath Kline	Print Name	L Joyce Fletcher
Date	3/8/17	Date	3/8/17
NC Additional Comments			

Revision Date 08/09/16