


# ATTACHMENT "D"

**Department of Neighborhood Empowerment**

Reporting Month: **FEBRUARY** MONTHLY EXPENDITURE REPORT

NC Name: **Bel Air-Beverly Crest** Submitted: **3/25/2017 13:46:30**

Budget Fiscal Year: **2016-2017**



**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

**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	Lloyd Connecting Talents	6-614460		1/1/2017 / Catherine Palmer/Admin	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$90.09
2	Lloyd Connecting Talents	6-614461		01/06/2017 / Catherine Palmer/Admin	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$431.15
3	Lloyd Connecting Talents	6-614462		01/15/2017 / Catherine Palmer/Admin	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$347.49
4	Lloyd Connecting Talents	6-614463		01/22/2017/Catherine Palmer/Admin	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$772.20
5	Lloyd Connecting Talents	6-614464		01/29/2017/Catherine Palmer/Admin	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$450.45
6	Google	3993		28-Feb-17	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$160.96
7	American University			Rental Space - January 10, 2017	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
8	American University			Rental Space - February 2017	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
9	LA Press Printing			2-15-2017 - Printing	OPERATIONS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$6.36
10	Ralph			2-21-2017 - Water	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$5.19
11	Frontier Communications	010610-5		2017	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$95.69
12	LA Press Printing			2-21-2017 - Printing	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$57.09
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>								<b>\$2,922.71</b>
<b>B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)</b>								<b>\$17,643.81</b>
<b>C OUTSTANDING COMMITMENTS (OBLIGATIONS)</b>								
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"/>	
<b>SUBTOTAL: Outstanding Commitments (Includes total on page 3)</b>								<b>\$0.00</b>
<b>D Total Expenditures &amp; Commitments</b>								<b>\$20,566.52</b>
<b>E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)</b>								<b>\$0.00</b>
<b>F Approved Budget 2016-2017</b>								<b>\$42,000.00</b>
<b>G Balance of Budget 2016-2017</b>								<b>\$21,433.48</b>

Revision Date 08/09/16

Reporting Month: <b>FEBRUARY</b>	
NC Name: <b>Bel Air-Beverly Crest</b>	

MONTHLY CASH RECONCILIATION			
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Remaining Balance (E) = C - D
\$11,939.91	\$5,000.00	\$16,939.91	\$2,922.71

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	\$22,000.00	\$1,408.13	\$0.00	\$10,468.26	\$10,123.61
200	Outreach	\$20,000.00	\$1,514.58	\$0.00	\$7,175.55	\$11,309.87
300	Community Improvement		\$0.00	\$0.00		\$0.00
400	NPG		\$0.00	\$0.00		\$0.00
500	Elections		\$0.00	\$0.00		\$0.00
	<b>TOTAL</b>	<b>\$42,000.00</b>	<b>\$2,922.71</b>	<b>\$0.00</b>	<b>\$17,643.81</b>	<b>\$21,433.48</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	

Reporting Month: FEBRUARY  
 NC Name: Bel Air-Beverly Crest

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	Elegant Affairs/AJU	22217		2-22-2017 / AJU Refreshments	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$106.04	
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"/>		
35						<input type="checkbox"/>	<input type="checkbox"/>		
36						<input type="checkbox"/>	<input type="checkbox"/>		
SUBTOTAL: Expenditures by Line Item								\$106.04	



# STATEMENT OF ACCOUNTS

UNION BANK  
CENTURY CITY 0206  
PO BOX 512380  
LOS ANGELES CA 90051-0380

Page 1 of 2  
Statement Number: 0062263249  
02/01/17 - 02/28/17

**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

Thank you for banking with us  
since 2014

**BEL AIR BEVERLY CREST NEIGHBORHOOD COUNCIL**  
IL  
200 N SPRING ST FL 20  
LOS ANGELES CA 90012-4801

## Business Basics Checking Summary

Account Number: 0062263249

Days in statement period: 28

<b>Balance on 2/1</b>	\$		<b>11,939.91</b>
Additions			5,000.00
Subtractions			-2,922.71
		Checks	-2,091.38
		Purchases	-831.33
<b>Balance on 2/28</b>	\$		<b>14,017.20</b>
Statement Average Ledger Balance			14,807.78

We waived your service charge this statement period.

## Additions

Date	Description/Location	Reference	Amount
2/10	CITY OF LOS ANGE EFT PAYMT PPD *****0735	59332632	\$ 5,000.00

## Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5083	2/28	08326820	90.09	5086	2/28	08326826	772.20
5084	2/28	08326822	431.15	5087	2/28	08326828	450.45
5085	2/28	08326824	347.49				
<b>Total</b>							<b>\$ 2,091.38</b>

## Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
2/2	GOOGLE *SV CC GOOGLE.CO CA CC	70216843	\$ 160.96
2/13	AMERICAN J 310-4769777 CA 310-4769777 CA	73188511	200.00
2/13	AMERICAN J 310-4769777 CA 310-4769777 CA	73188512	200.00
2/17	LA PRESS P LOS ANGELES CA LOS ANGELES CA	73055777	6.36
2/21	RALPHS 260 S. LA BREA LOS ANGELES CA	72059059	5.19
2/21	CTS FRONTI ER ONLIN ROCHESTER NY	70798487	95.69
2/23	LA PRESS P LOS ANGELES CA LOS ANGELES CA	73264045	57.09

**Purchases** ATM card and Debit card™ purchases

<i>Date</i>	<i>Description/Location</i>	<i>Reference</i>	<i>Amount</i>
2/23	AMERICAN J 310-4769777 CA 310-4769777 CA	73264044	106.04
<b>Total</b>			<b>\$ 831.33</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.