

# Monthly Expenditure Report



Reporting Month: November 2017 Budget Fiscal Year: 2017-2018

NC Name: Harbor City  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$39069.17	\$1677.07	\$37392.10	\$7417.06	\$0.00	\$29975.04

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$26900.00	\$764.00	\$22164.79	\$1253.00	\$14747.73
Outreach		\$913.07		\$6164.06	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3600.00	\$0.00	\$3202.47	\$0.00	\$3202.47
Neighborhood Purpose Grants	\$11500.00	\$0.00	\$11500.00	\$0.00	\$11500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3455.67	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	SUBWAY # 1224	11/02/2017	(Credit card transaction)	General Operations Expenditure	Outreach	\$518.00
2	INDEPENDENT MARKETING	11/03/2017	(Credit card transaction)	General Operations Expenditure	Outreach	\$395.07
3	INT IN THE MAILROOM	11/22/2017	(Credit card transaction)	General Operations Expenditure	Office	\$585.00
4	South Bay Storage Center	10/28/2017	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
<b>Subtotal:</b>						<b>\$1677.07</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	South Bay Storage Center	11/28/2017	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
2	South Bay Storage Center	12/28/2017	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00

3	South Bay Storage Center	01/28/2018	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
4	South Bay Storage Center	02/28/2018	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
5	South Bay Storage Center	03/28/2018	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
6	South Bay Storage Center	04/28/2018	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
7	South Bay Storage Center	05/28/2018	Approval of HCNC Budget and reoccurring payments f...	General Operations Expenditure	Office	\$179.00
8	Your Promotional Safari	11/29/2017	See Motion on BAC	General Operations Expenditure	Outreach	\$911.32
9	Arctic Glacier USA, Inc.	12/08/2017	Approval up to \$8000.00 for snow and sleigh r...	General Operations Expenditure	Outreach	\$5252.74
<b>Subtotal: Outstanding</b>						<b>\$7417.06</b>



**MAKE CHECK PAYABLE TO**

South Bay Storage Center  
1234 W. Anaheim St.  
Harbor City, CA 90710  
(310) 534-9500

**INVOICE**

Unit C2218  
Tenant 42526  
  
Invoice 28192  
Invoice Date August 18, 2017  
Due Date September 02, 2017  
  
Amount Due **179.00**

Harbor City Neighborhood Council  
c/o: Ping Own  
23329 Lockness Ave  
Harbor City CA 90710

Please check box if address is incorrect  
and indicate change. Signature is required  
to authorize address changes.

\_\_\_\_\_  
Signature  
AMOUNT ENCLOSED \_\_\_\_\_

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**DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT**

<u>UNIT</u>	<u>DATE</u>	<u>ITEM/SERVICE</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>DUE</u>
C2218	9/2/2017	Rent 9/2-10/1	179.00	0.00	179.00
				Subtotal	179.00
				Taxes	0.00
				Balance Due	179.00

Please remit the total due amount of **179.00** to the above address.

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