

Office of the City Clerk

Reporting Month:

NC Name:

Budget Fiscal Year:

NOVEMBER

NORTHWEST SAN PEDRO NEIGHBORHOOD COUNCIL

2016-2017

Submitted:

12/9/2016 14:16:17

MONTHLY EXPENDITURE REPORT



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)

A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF DATE VENDOR	100% Reportable	TOTAL
1	JOHNS ASSOCIATES	27622-6142		T-SHIRTS FOR EVENTS	OUTREACH			\$460.35
2	PRIORITY ONE	72228	nwspnc 15311	COLOR FLIERS FOR HALLOWEEN MOVIE NIGHT	OUTREACH			\$274.68
3	LLOYD STAFFING	6-614224		TRANSCRIPTION FOR NOV HANC MTG	OPERATIONS			\$141.57
4	LAURIE JACOBS		nwspnc 15311	REIMB. FOR CANDY FOR HALLOWEEN MOVIE NIGHT	OUTREACH			\$42.46
5	GWENDOLYNN HENRY		nwspnc 15311	REIMB. PHOTO BOOTH SUPP. FOR HALLOWEEN MOVIE	OUTREACH			\$124.16
6	THE MAIL ROOM	028-NWSPNC		VIRTUAL OFFICE SERVICES FOR OCTOBER	OPERATIONS			\$385.00
7	POLLY ANNS BAKERY		nwspnc 15488	WETMOUTH CORNERS/CANDY CANE LANE SPONSOR	OUTREACH			\$1,000.00
8	SAN PEDRO CHAMBER COMM		nwspnc 15490	SILVER BELL SPONSOR OF HOLIDAY PARADE	OUTREACH			\$500.00
9								
10								
11								
12								
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$2,928.22
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$9,862.51
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1	BIG NICKS			FOOD FOR NOVEMBER MEETING	OUTREACH			\$99.33
2	LLOYD STAFFING	6-614265		TRANSCRIPTION FOR MEETING IN NOVEMBER	OPERATIONS			\$180.18
3								
4								
5								
6								
7								
8								
9								
10								
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$279.51
D Total Expenditures & Commitments								\$13,070.24
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								\$40,874.23
G Balance of Budget 2016-2017								\$27,803.99

Revision Date 10/14/16