

Office of the City Clerk		MONTHLY EXPENDITURE REPORT	
Reporting Month:	APRIL		
NC Name:	South Robertson	Submitted:	4/2/2017 9:46:07
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	J2 EFAX			3/2/2017	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$12.95
2	Public Storage			3/6/2017	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$245.00
3	Chik & Chow			3/17/2017	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$139.76
4	Amazon Prime			3/20/2017	CIP	<input type="checkbox"/>	<input type="checkbox"/>	\$107.66
5	Vonage			3/27/2017	OPERATIONS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$38.46
6	J2 EFAX			3/31/2017	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$12.95
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>								<b>\$556.78</b>
<b>B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)</b>								<b>\$13,614.32</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>\$14,171.10</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>\$37,000.00</b>
<b>G Balance of Budget 2016-2017</b>								<b>\$22,828.90</b>

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MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$18,701.04	\$0.00	\$18,701.04	\$556.78	\$18,144.26

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	\$5,600.00	\$309.36	\$0.00	\$3,046.43	\$2,244.21
200	Outreach	\$11,900.00	\$139.76	\$0.00	\$4,567.89	\$7,192.35
300	Community Improvement	\$11,500.00	\$107.66	\$0.00	\$0.00	\$11,392.34
400	NPG	\$8,000.00	\$0.00	\$0.00	\$6,000.00	\$2,000.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$556.78</b>	<b>\$0.00</b>	<b>\$13,614.32</b>	<b>\$22,828.90</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 Office of the City Clerk, Neighborhood Council Funding Section upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Jon Liberman	Print Name	Mike Lynn
Date	4/2/2017	Date	4/2/2017
NC Additional Comments			

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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
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SUBTOTAL: Expenditures by Line Item								\$0.00

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ADDITIONAL OUTSTANDING COMMITMENTS BY LINE ITEM (Optional, do not print page 3 unless you use it)								
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<b>SUBTOTAL: Expenditures by Line Item</b>								<b>\$0.00</b>

Revision Date 10/14/16