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|--------------------------|-----------|----------------------------|-------------------|
| Office of the City Clerk | | MONTHLY EXPENDITURE REPORT | |
| Reporting Month: | FEBRUARY | | |
| NC Name: | Mar Vista | Submitted: | 3/4/2017 17:01:36 |
| 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 | THE WEB CORNER | | | 2/3 WEBSITE MAINTENANCE (FEB) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$150.00 |
| 2 | SARAH AUERSWALD | | | 2/13 MATERIALS FOR FM TENT-BOARD RMBSMNT | OPERATIONS | <input type="checkbox"/> | <input type="checkbox"/> | \$12.76 |
| 3 | HOLLY TILSON | | | 2/14 RIMU HOSTING-BOARD REIMBURSEMENT | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$32.09 |
| 4 | ROB KADOTA | | | 2/22 STORAGE RENTAL-BOARD REIMBURSEMENT | OPERATIONS | <input type="checkbox"/> | <input type="checkbox"/> | \$189.00 |
| 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"/> | |
| ## | | | | | | <input type="checkbox"/> | <input type="checkbox"/> | |
| ## | | | | | | <input type="checkbox"/> | <input type="checkbox"/> | |
| ## | | | | | | <input type="checkbox"/> | <input type="checkbox"/> | |
| SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered) | | | | | | | | \$383.85 |
| B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR) | | | | | | | | \$17,260.03 |
| C OUTSTANDING COMMITMENTS (OBLIGATIONS) | | | | | | | | |
| 1 | STORQUEST *ck issued | | | STORAGE RENTAL (MAR) | OPERATIONS | <input type="checkbox"/> | <input type="checkbox"/> | \$189.00 |
| 2 | WILLIAM SCHEDING * | | | REIMBURSEMENT-DOMAIN NAMES | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$120.00 |
| 3 | THE WEB CORNER * | | | WEBSITE MAINTENANCE (MAR) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$150.00 |
| 4 | COPYLAND * | | | MARCH ART WALK PRINTING | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$97.93 |
| 5 | HOLLY TILSON * | | | RIMU HOSTING-BOARD REIMPURSEMENT (MAR) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$1,000.00 |
| 6 | | | | | | <input type="checkbox"/> | <input type="checkbox"/> | |
| 7 | RIMU | | | WEB HOSTING \$32.09/MO (X4 MOS) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$128.36 |
| 8 | FACEBOOK | | | FACEBOOK ADS | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$100.00 |
| 9 | MAIL CHIMP | | | EMAIL SERVICE-\$50/MO (X5 MOS) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$250.00 |
| 10 | THE WEB CORNER | | | WEBSITE MAINTENANCE \$150/MONTH (X4MO) | OUTREACH | <input type="checkbox"/> | <input type="checkbox"/> | \$600.00 |
| SUBTOTAL: Outstanding Commitments (Includes total on page 3) | | | | | | | | \$12,107.27 |
| D Total Expenditures & Commitments | | | | | | | | \$29,751.15 |
| 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 | | | | | | | | \$37,000.00 |
| G Balance of Budget 2016-2017 | | | | | | | | \$7,248.85 |

Revision Date 10/14/16

| | |
|------------------|-----------|
| Reporting Month: | FEBRUARY |
| NC Name: | Mar Vista |

| MONTHLY CASH RECONCILIATION | | | | |
|-----------------------------|---------------------|-----------------------------|---------------------------|-------------------------------|
| Beginning Balance (A) | Funds Deposited (B) | Total Available (C) = (A+B) | Cash Spent this Month (D) | Remaining Balance (E) = C - D |
| \$12,882.12 | \$5,000.00 | \$17,882.12 | \$383.85 | \$17,498.27 |

| 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 | \$7,290.00 | \$201.76 | \$0.00 | \$3,680.99 | \$3,407.25 |
| 200 | Outreach | \$27,150.00 | \$182.09 | \$0.00 | \$13,399.04 | \$13,568.87 |
| 300 | Community Improvement | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 400 | NPG | \$2,500.00 | \$0.00 | \$0.00 | | \$2,500.00 |
| 500 | Elections | \$60.00 | \$0.00 | \$0.00 | \$180.00 | (\$120.00) |
| | TOTAL | \$37,000.00 | \$383.85 | \$0.00 | \$17,260.03 | \$19,356.12 |

| 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 | HOLLY TILSON | Print Name | ROB KADOTA |
| Date | 2/14/17 | Date | 2/14/17 |
| NC Additional Comments | ADJUSTED BUDGET ADOPTED IN DEC, NUMBERS REFLECTED IN COLUMN A - MONTHLY CASH FLOW ANALYSIS | | |

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