

# Monthly Expenditure Report



Reporting Month: September 2020 Budget Fiscal Year: 2020-2021

NC Name: Northridge West  
Neighborhood Council

| Monthly Cash Reconciliation |             |                   |             |             |               |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance           | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$40781.23                  | \$32.83     | \$40748.40        | \$500.00    | \$0.00      | \$40248.40    |

| Monthly Cash Flow Analysis            |                |                        |                        |                                  |               |
|---------------------------------------|----------------|------------------------|------------------------|----------------------------------|---------------|
| Budget Category                       | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding                      | Net Available |
| Office                                | \$20160.00     | \$32.83                | \$15353.29             | \$500.00                         | \$14853.29    |
| Outreach                              |                | \$0.00                 |                        | \$0.00                           |               |
| Elections                             |                | \$0.00                 |                        | \$0.00                           |               |
| Community Improvement Project         | \$4800.00      | \$0.00                 | \$4800.00              | \$0.00                           | \$4800.00     |
| Neighborhood Purpose Grants           | \$7040.00      | \$0.00                 | \$7040.00              | \$0.00                           | \$7040.00     |
| Funding Requests Under Review: \$0.00 |                | Encumbrances: \$0.00   |                        | Previous Expenditures: \$4773.88 |               |

| Expenditures     |                        |            |                                                                                                              |                                |              |                |
|------------------|------------------------|------------|--------------------------------------------------------------------------------------------------------------|--------------------------------|--------------|----------------|
| #                | Vendor                 | Date       | Description                                                                                                  | Budget Category                | Sub-category | Total          |
| 1                | AMZN Mktp US MU23K2480 | 09/04/2020 | Motion to acknowledge the reimbursement payment from Joel Lowell for erroneous purchase on NWNC credit card. | General Operations Expenditure | Office       | \$32.83        |
| <b>Subtotal:</b> |                        |            |                                                                                                              |                                |              | <b>\$32.83</b> |

| Outstanding Expenditures     |                  |            |                                                                                                    |                                |              |                 |
|------------------------------|------------------|------------|----------------------------------------------------------------------------------------------------|--------------------------------|--------------|-----------------|
| #                            | Vendor           | Date       | Description                                                                                        | Budget Category                | Sub-category | Total           |
| 1                            | DBA The Mailroom | 09/04/2020 | Motion to approve funding of \$250 per month for The Mailroom as NWNC's Webmaster. (July & August) | General Operations Expenditure | Office       | \$500.00        |
| <b>Subtotal: Outstanding</b> |                  |            |                                                                                                    |                                |              | <b>\$500.00</b> |

Office of the City Clerk

Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification (BAC) Form



NC Name: Northridge West

Meeting Date: Sept. 29, 2020

Budget Fiscal Year: 2020-2021

Agenda Item No: V

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to to acknowledge the reimbursement payment from Joel Lowell for erroneous purchase on NWNC credit card.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

**Vote Count**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member's First and Last Name | Board Position               | Yes | No | Abstain | Absent | Ineligible | Recused |
|------------------------------------|------------------------------|-----|----|---------|--------|------------|---------|
| Rana Sharif                        | President                    | X   |    |         |        |            |         |
| Abigail Bailes                     | VP, Administration           | X   |    |         |        |            |         |
| Kelly Sooter                       | VP, Outreach & Communication | X   |    |         |        |            |         |
| Yi Ding                            | Secretary                    | X   |    |         |        |            |         |
| Joel Lowell                        | Treasurer                    | X   |    |         |        |            |         |
| Glen Wilson                        | At Large #1                  | X   |    |         |        |            |         |
| Gail Lapaz                         | At Large #3                  | X   |    |         |        |            |         |
| Jennifer Krowne                    | At Large #6                  | X   |    |         |        |            |         |
| Peter Lasky                        | At Large #7                  | X   |    |         |        |            |         |
| Bill Fox                           | At Large #9                  | X   |    |         |        |            |         |
| Josue Toscano                      | At Large #11                 |     |    | X       |        |            |         |
| Kathleen Edwards                   | At Large #10                 | X   |    |         |        |            |         |
| Payman Bah                         | At Large #2                  | X   |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
|                                    |                              |     |    |         |        |            |         |
| <b>Board Quorum:</b>               | <b>Total:</b>                | 12  |    | 1       |        |            |         |

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature

Authorized Signature:

Print/Type Name: Rana Sharif

Print/Type Name: Joel Lowell

Date: 9/29/2020

Date: 9/29/20