

Monthly Expenditure Report



Reporting Month: November 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
\$39463.95	\$489.70	\$38974.25	\$0.00	\$0.00	\$38974.25

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20160.00	\$489.70	\$13579.14	\$0.00	\$13579.14
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: \$6091.16	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOLDEN STATE STORAGE	11/02/2020	Monthly invoice for storage	General Operations Expenditure	Office	\$124.50
2	KRISTINA J. SMITH / THE MAIL ROOM	10/19/2020	SEPTEMBER 2020 WEB SERVICES from Kristina Smith DBA The Mailroom	General Operations Expenditure	Office	\$250.00
3	APPLEONE EMPLOYMENT SERVICES	11/04/2020	Monthly AppleOne billing for Meeting minutes	General Operations Expenditure	Office	\$115.20
Subtotal:						\$489.70

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00

Payment Receipt

Tenant City Of LA
Northridge West Neighborhood Council
Address DONE-Northridge W. Neighborhood Council
200 N. Spring St. 20th Floor, Suite 2005
Los Angeles, CA 90012

Date Printed November 4, 2020
Payment Date November 2, 2020 7:49 AM
Paid Thru December 1, 2020
Current Balance \$0.00
Receipt Number 64266
Unit Number E91
By Mike Wilson

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method
11/02/20	E91	Rent 11/2-12/1	117.00	0.00	0.00	117.00	117.00 Master Card
11/02/20	E91	Protection Plan 11	7.50	0.00	0.00	7.50	7.50 Master Card

Taxes	0.00
Payment (less tax)	124.50
Payment Subtotal	124.50
Credits Applied	0.00
Refunds Applied	0.00
Total Applied to Account	\$ 124.50

Current Account Bal. \$0.00
Paid By Master Card *****8362
Paid Thru Date December 1, 2020

Transaction Type Sale
Authorization 067928
Reference 1797492008

I agree to pay the above amount according to the card issuer statement.

x _____



DBA The Mailroom

Kristina Smith
1840 S Gaffey St
Suite 102
San Pedro, CA 90731
United States

ksmith-mailroom@mail.com

INVOICE

Invoice #: 1022-NWNC
Invoice date: Oct 19, 2020
Reference: SEPT 2020 services
Due date: Oct 29, 2020

Amount due:

\$250.00

Bill To:

Northridge West Neighborhood Council
Joel Lowell

joel.lowell@gmail.com

Description	Quantity	Price	Amount
SEPTEMBER 2020 WEB SERVICES @ \$250/mo Monthly Services include: Maintenance of website: Uploading of all content (minutes, events, meeting dates, news posts, changes to current web pages), and removal of any expired content as requested by a designated NC representative. Email Blasts and Social Media Posting: Minimum of 2 email blasts per month announcing upcoming meetings, news, event flyers, etc, through Mail Chimp; Social media postings to Nextdoor, Facebook & Twitter as requested. Total flat fee per month \$250.00.	1	\$250.00	\$250.00
Subtotal			\$250.00
Shipping			\$0.00
Total			\$250.00 USD

NCFP 101 BAC Rev020118



AppleOne Employment
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email:
TIN 95-2580864

City of LA DONE
Accounts Payable
200 N. Spring St. Room 2005
Los Angeles, CA 90012

Invoice

Customer 00950101
Site No: 0077
Period 10/17/2020
Invoice No: S8434334
Amount Due: \$115.20
Payment UPON RECEIPT

Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	Misc Rate	Amount
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	10/17/2020	10/21/2020	4.50	\$25.60	0.00	\$0.00	0.00	\$0.00	\$115.20
Sub Total For: S8434334						4.50		0.00		0.00		\$115.20
Grand Total Invoice Amount						4.50		0.00		0.00		\$115.20

Please remit payment to:
Appleone Employment Services
P.O. Box 29048
Glendale, CA 91209-9048

You can now pay electronically through
 ApplePay
Visit www.ApplePay.com or Call (866)898-7152 for details

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