

# Monthly Expenditure Report



Reporting Month: February 2021

Budget Fiscal Year: 2020-2021

NC Name: Northridge West  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32192.97	\$4093.62	\$28099.35	\$294.40	\$0.00	\$27804.95

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20160.00	\$124.50	\$7704.24	\$294.40	\$7409.84
Outreach		\$3969.12		\$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	\$2040.00	\$0.00	\$2040.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$13362.14	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOLDEN STATE STORAGE	02/02/2021	Monthly fee for storage facility	General Operations Expenditure	Office	\$124.50
2	STAPLES DIRECT	02/12/2021	Certificates of recognition for special service to the community	General Operations Expenditure	Outreach	\$19.46
3	C&M Printing	02/02/2021	Motion to spend up to \$1,700 from outreach budget, to print and mail 3417 election postcards to the community	General Operations Expenditure	Outreach	\$1697.16
4	C&M Printing	02/02/2021	Motion to approve \$2,282.50 in encumbered outreach funds for election outreach postcard.	General Operations Expenditure	Outreach	\$2252.50
<b>Subtotal:</b>						<b>\$4093.62</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	APPLEONE EMPLOYMENT SERVICES	02/10/2021	Monthly fee for taking minutes at board meeting	General Operations Expenditure	Office	\$128.00
2	APPLEONE EMPLOYMENT SERVICES	03/08/2021	Taking of minutes at monthly board meeting	General Operations Expenditure	Office	\$166.40

	<b>Subtotal:</b> Outstanding	<b>\$294.40</b>
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## 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** February 2, 2021  
**Payment Date** February 2, 2021 7:57 AM  
**Paid Thru** March 1, 2021  
**Current Balance** \$0.00  
**Receipt Number** 65773  
**Unit Number** E91  
**By** Alexander Rome

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method
02/02/21	E91	Rent 2/2-3/1	117.00	0.00	0.00	117.00	117.00 Master Card
02/02/21	E91	Protection Plan a	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 March 1, 2021

Transaction Type Sale  
Authorization 080048  
Reference 1837757980

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

x \_\_\_\_\_



## Thank you for your order!

We're working on your order and will email you once it ships.

Due to the widespread effects of Coronavirus (COVID-19), we would like to remind you that if you'd like the driver to leave your products, please fill out the [Driver Release Agreement](#). The driver may take the note as proof of authorization. If you don't post this agreement, the driver will decide whether or not to leave the order unattended.

### ORDER INFORMATION

Date: Feb 11, 2021 | 07:33 PM  
Order#: 9828564623

[View order](#)

Need to make changes? Most orders can be cancelled within 30 minutes after placing it.

### SHIPPING INFORMATION

Na  
Yi Ding  
10114 Amigo Ave  
Northridge, CA 91324

### Items for delivery

**Expected Delivery: Friday, February 12, 2021 (2 items)**



Gartner Studios Certificate Holders  
BlueGold 6Pack 35005  
Item: 487917

1 @ \$9.99 Each	\$9.99
20% Back in Rewards	<b>-\$0.01</b>
	<b>\$9.98</b>



Gartner 85 x 11 Certificates IvoryGold  
15Pack  
Item: 487916

1 @ \$7.79 Each	\$7.79
	<b>\$7.79</b>

### BILLING ADDRESS

City Of Los Angeles Lowell, Joel  
200 N Spring Street Room 224  
Los Angeles, CA 90012

### PAYMENT INFORMATION

Merchandise Total:	\$17.78
<b>Coupons &amp; Rewards:</b>	<b>-\$0.01</b>
Shipping/Fees:	<b>FREE</b>
Tax:	\$1.69
<b>TOTAL</b>	<b>\$19.46</b>

### Payment Method

MC ending in 8362: \$19.46



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www.cmprintmail.com

# INVOICE

No. **22177**

Date 1/7/21  
Customer P.O. No.

Northridge West NC  
P. O. Box 280477  
Northridge CA 91328-0477

SOLD TO

3,017	POSTCARDS - 6 X 9 -- printed full color on both sides	373.30
3,017	Mailing Services: Addressing, Tray & Band Letters, drop at USPS	341.36
3,017	Postage	982.50
Email: abailles@northridgewest.org		
Sales Rep: Cindy		
Taken by: Cindy		
Account Type: Charge		
Ship Via: Mail		
Wanted:		
POSTCARDS - 6 X 9 SIZE +		
Mailing/Addressing Services		
		<b>SUB</b>
		1,697.16
		<b>TAX</b>
		<b>SHIPPING</b>
		<b>TOTAL</b>
		1,697.16

1/13/2021



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No. **22176**

Date 1/7/21  
Customer P.O. No.

Northridge West NC  
P. O. Box 280477  
Northridge CA 91328-0477

SOLD TO

5,000 5,000 5,000	POSTCARDS - 6 X 9 Mailing Services: Addressing, Tray & Band Letters, drop at USPS Postage		682.50 300.00 1,300.00	
Email: abailes@northridgewest.org Sales Rep: Cindy Taken by: Cindy Account Type: Charge		Ship Via: Mail Wanted: Postage - Elections Mailer	<b>SUB</b>	2,282.50
			<b>TAX</b>	
			<b>SHIPPING</b>	
			<b>TOTAL</b>	2,282.50



01/28/2021