# Monthly Expenditure Report

**Reporting Month:** August 2018  
**Budget Fiscal Year:** 2018-2019  
**NC Name:** Central San Pedro  
**Neighborhood Council**

## Monthly Cash Reconciliation

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Balance</strong></td>
<td>$39641.19</td>
</tr>
<tr>
<td><strong>Total Spent</strong></td>
<td>$1546.33</td>
</tr>
<tr>
<td><strong>Remaining Balance</strong></td>
<td>$38094.86</td>
</tr>
<tr>
<td><strong>Outstanding</strong></td>
<td>$325.23</td>
</tr>
<tr>
<td><strong>Commitments</strong></td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Net Available</strong></td>
<td>$37769.63</td>
</tr>
</tbody>
</table>

## Monthly Cash Flow Analysis

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Adopted Budget</th>
<th>Total Spent this Month</th>
<th>Unspent Budget Balance</th>
<th>Outstanding</th>
<th>Net Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office</td>
<td>$28500.00</td>
<td>$390.00</td>
<td>$24594.86</td>
<td>$325.23</td>
<td>$24269.63</td>
</tr>
<tr>
<td>Outreach</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Improvement Project</td>
<td>$10000.00</td>
<td>$0.00</td>
<td>$10000.00</td>
<td>$0.00</td>
<td>$10000.00</td>
</tr>
<tr>
<td>Neighborhood Purpose Grants</td>
<td>$3500.00</td>
<td>$0.00</td>
<td>$3500.00</td>
<td>$0.00</td>
<td>$3500.00</td>
</tr>
</tbody>
</table>

**Funding Requests Under Review:** $0.00  
**Encumbrances:** $0.00  
**Previous Expenditures:** $2358.81

## Expenditures

<table>
<thead>
<tr>
<th>#</th>
<th>Vendor</th>
<th>Date</th>
<th>Description</th>
<th>Budget Category</th>
<th>Sub-category</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>INT IN THE MAILROOM</td>
<td>08/11/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$390.00</td>
</tr>
<tr>
<td>2</td>
<td>HAPPY DINER</td>
<td>08/06/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Outreach</td>
<td>$32.47</td>
</tr>
<tr>
<td>3</td>
<td>99DESIGNS.COM CONTESTS</td>
<td>08/10/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Outreach</td>
<td>$499.00</td>
</tr>
<tr>
<td>4</td>
<td><a href="http://WWW.DESIGNCROWD.COM">WWW.DESIGNCROWD.COM</a></td>
<td>08/10/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Outreach</td>
<td>$257.92</td>
</tr>
<tr>
<td>5</td>
<td>OFFICE DEPOT #2270</td>
<td>08/14/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Outreach</td>
<td>$166.94</td>
</tr>
<tr>
<td>6</td>
<td>HAPPY DINER</td>
<td>08/14/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Outreach</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

**Subtotal:** $1546.33

## Outstanding Expenditures

<table>
<thead>
<tr>
<th>#</th>
<th>Vendor</th>
<th>Date</th>
<th>Description</th>
<th>Budget Category</th>
<th>Sub-category</th>
<th>Total</th>
</tr>
</thead>
</table>

**Reporting Month:** August 2018  
**Budget Fiscal Year:** 2018-2019  
**NC Name:** Central San Pedro  
**Neighborhood Council**
<table>
<thead>
<tr>
<th></th>
<th>Khixaan Obioma-Sakhu</th>
<th>09/19/2018</th>
<th>Motion to approve Board member, Khixxan Obiama-Sak...</th>
<th>General Operations Expenditure</th>
<th>Office</th>
<th>$325.23</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Subtotal</strong>: Outstanding</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$325.23</td>
</tr>
</tbody>
</table>
## Receipts:

### DesignCrowd Pty Ltd

**Level 4 Suite 2 2 111 B1**
**Suite 410/908 2015 Australia**
**Phone: 1800 22 82 25**
**Australian Business Number (ABN): 28 12 252 916**

### Tax Invoice

**Date: Saturday, August 11, 2018**
**www.dchq.com**

**PAYED**

<table>
<thead>
<tr>
<th>Description</th>
<th>QTY</th>
<th>PRICE</th>
<th>AMOUNT (USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Package includes a USB 3.0 dongle</td>
<td>1.00</td>
<td>USD245.00</td>
<td>USD245.00</td>
</tr>
<tr>
<td>Transaction Fee</td>
<td>1.00</td>
<td>USD3.00</td>
<td>USD3.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>USD248.00</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Shipping</strong></td>
<td></td>
<td><strong>USD0.00</strong></td>
<td><strong>USD0.00</strong></td>
</tr>
<tr>
<td><strong>Total Amount Paid</strong></td>
<td></td>
<td><strong>USD248.00</strong></td>
<td><strong>USD248.00</strong></td>
</tr>
</tbody>
</table>
The Mailroom

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

Phone: 310-918-8650
Fax: 310-514-0920
ksmith@klct.com

---

Invoice #: 0569-CeSPNC
Invoice Date: Aug 9, 2018
Reference: JULY 2018
Due date: Aug 19, 2018

Amount due: $390.00

---

Bill To:
Central San Pedro Neighborhood Council
1840 S. Gaffey Street #212
San Pedro, CA 90731
United States
treasurer@centralsanpedro.org

Ship To:
Central San Pedro Neighborhood Council
1840 S. Gaffey Street #212
San Pedro, CA 90731
United States

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul 31, 2018</td>
<td>VIRTUAL OFFICE FEES</td>
<td>1</td>
<td>$275.00</td>
<td>$275.00</td>
</tr>
<tr>
<td></td>
<td>JULY 2018 Virtual office duties Include:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Mail Service (Send out First Class and Priority Mail)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Equipment storage (PA Systems/Copier/Files/signs/banners/Misc.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Printing Services for Agendas, Meeting Notices &amp; Compiling Agenda Packets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Website Maintenance – Daily uploading of documents and calendar events</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Maintenance of email addresses hosted through GoDaddy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Email Blasts and maintenance of stakeholder lists (utilizing Constant Contact)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Phone Answering Service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jul 31, 2018</td>
<td>CONSTANT CONTACT MONTHLY USAGE FEE</td>
<td>1</td>
<td>$45.00</td>
<td>$45.00</td>
</tr>
<tr>
<td></td>
<td>JULY 2018 Usage Fee @ $45 per month</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jul 31, 2018</td>
<td>STORAGE FEES 6/19/18-7/19/18</td>
<td>1</td>
<td>$70.00</td>
<td>$70.00</td>
</tr>
</tbody>
</table>

Subtotal $390.00
Shipping $0.00
Total $390.00 USD

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Notes
Thank you for utilizing our services.
HAPPY DINER
617 S-CENTRE ST
SAN PEDRO CA 90731
310-241-0917

Terminal ID: ******748
8/6/18 9:38 PM
SERVER #: 61
MASTERCARD - INSERT
AID: A0000000041010
ACCT #: **********1054

CREDIT SALE
UID: 821832345621 REF #: 2889
BATCH #: 981 AUTH #: 084629
AMOUNT $27.47

TIP $ 5.00

TOTAL $ 32.47

APPROVED

obioma-sakhu/khixaan
I agree to pay the above total amount according to card issuer agreement (merchant agreement if credit voucher)

ARQC - A5D9EBD56DF217ED

MERCHANT COPY

77061
Payment Receipt

Invoice for Silver Other design Package

Payer: Khixaan Obioma-Sakhu
Payment method: Paid with MasterCard ending with 1054
Date: August 11, 2018
Transaction ID: c-11568234
Address: Khixaan Obioma-Sakhu
1840 S Gaffey St.
San Pedro, CA, 90731
United States

Paid to: 99designs Pty Ltd
ABN: 20 128 987 155
Address: Level 2, 41-43 Stewart Street
Richmond, Victoria, 3121
Australia

Silver Other design Package $499

Total $499

Paid with MasterCard ending with 1054 $499

Total paid $499

Thank you for your business! For any queries, please contact support@99designs.com
**CUSTOMER - RECEIPT**

**Sale Information**

Order Management Invoice #: 1854163650012
Approval Code: 955555

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Order Information

Order Number: 185416365-001
Order Date: 8/14/18 7:13 pm
Invoice Date: 8/14/18 7:14 pm
Store: 2270
Payment: In-Store

<table>
<thead>
<tr>
<th>Qty Ordered</th>
<th>Qty Filled</th>
<th>Price/Unit</th>
<th>Extended Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>242</td>
<td>.63</td>
<td></td>
</tr>
</tbody>
</table>

Subtotal: $152.46
Other Charges: Del Charge: $14.48
Tax: $14.48
Total Due: $166.94

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Bring this invoice to any register for payment processing.

Signature (required) ________________________________
Please Print Name ________________________________

This order is UNPAID. Log in to GMILL and Cancel this order if restocking is necessary. Refer to SOP 9.04 for more details.

Thank you for shopping at
Office DEPOT

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Shop online at www.officedepot.com

WE WANT TO HEAR FROM YOU!

Participate in our online customer survey and receive a coupon for $10 off your next qualifying purchase of $50 or more on office supplies, furniture and more. (Excludes Technology. Limit 1 coupon per household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below: 165R GYKS BEFA

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AUTH CODE 081196
TDS Chip Read
AID 0000000041010 MASTERCARD
TUR 00000000000
CVS No Signature Required

---

Scanned by CamScanner
HAPPY DINER
617 S CENTRE ST
SAN PEDRO CA 90731
310-241-0917

Terminal ID: ******748
8/14/18
SERVER #: 61
MASTERCARD - INSERT
AID: A0000000041010
ACCT #: **********1054

CREDIT SALE

UID: 822621727605 REF #: 3281
BATCH #: 993 AUTH #: 084798
AMOUNT $200.00

TIP $_____________

TOTAL $_____________

APPROVED

ARQC - 1604440AB8F28801
CUSTOMER COPY