

APCCMPD — Budget Report — July 2026

Client: APCCMPD | Period: July 2026

Beginning balance: 395.50 hrs
Hours used (this month): 29.75 hrs
Ending balance: 365.75 hrs

Date	Description	Hours	Balance
2026-07-06	Pull budget report and add to client account.	-0.25	395.25
2026-07-07	Migrated copy of scholars to new WPEngine account and initiating Development environment creation.	-0.50	394.75
2026-07-07	Review apccmpd.org and scholars DNS and cloudflare transfer process. Client communications.	-0.50	394.25
2026-07-07	Prepare Style Guide and initial Homepage concept.	-4.00	390.25
2026-07-08	Accessing Cloudflare and setting up domains in preparation for transfer. Client communications.	-1.00	389.25
2026-07-08	Weekly Check-In, prep and follow-up. Asana access and adding tasks.	-1.00	388.25
2026-07-13	Working on background image options.	-1.00	387.25
2026-07-14	Compared DNS text records with what Cloudflare scanned and correct proxied issues. client communications.	-0.75	386.50
2026-07-15	Review client Docs prior to meeting. Client Meeting. Follow-up activities including research into current design plan vs current recommendations for AI SEO Optimization. Begin Committee Content creation worksheet.	-2.75	383.75
2026-07-16	Finalize the content entry spreadsheet and prepare client communications. Emails regarding DNS updates.	-2.50	381.25
2026-07-17	Review of existing Scholars content and categorization / tagging structure.	-1.00	380.25
2026-07-20	ACF custom post types and fields for the committees set-up.	-2.50	377.75
2026-07-20	Site settings. Header and footer templates and beginning on homepage design.	-3.00	374.75
2026-07-21	Working on committee pages and configurations.	-5.00	369.75
2026-07-22	Client meeting and prep.	-1.00	368.75
2026-07-22	Reviewing DNS and updating scholars site logo, was pointing to folder on previous vendors site.	-0.75	368.00
2026-07-29	Client meeting, prep and follow-up activities.	-2.25	365.75