

**The Town of Forest Heights
Fiscal Year 2018
Adopted Budget**

FY 2018 BUDGET

Revenue

4000 · Taxes

6000 · Income Tax	210,300.00
6001 · Real Taxes - Noncommercial	992,000.00
6100 · Real Taxes - Commercial	65,000.00
6003 · Utility Taxes	48,000.00
6005 · Tangible Personal Property Tax	12,600.00
6007 · Interest/Penalty - Real Taxes	8,000.00
6009 · Town Services - Trash	164,149.00

Total 4000 · Taxes 1,500,049.00

4010 · Licenses, Permits and Fees

6017 · Rental Permits	5,105.00
6027 · Building Permits	2,000.00
6076 · Business Occupancy Permits	1,500.00
6117 · Vacancy Permits	4,000.00
6113 · Utility Street Cut Permits	2,000.00
6115 · Utility Fees	800.00

Total 4010 · Licenses, Permits and Fees 15,405.00

4020 · Fed, State and Co Shared Rev

6008 · GOCCP State Police Aid	50,400.00
6023 · Highway User Revenue	20,070.00
6121 · Highway Transportation Grant	55,190.00
6030 · Parks and Planning Grant	10,000.00
6031 · Bond Bill - Bldg Renovation	50,000.00
6041 · Chesapeake Bay Trust / Rolph Dr.	202,490.00
6080 · NFWF/ Rolph Dr.	200,000.00
6084 · PG County - Stormwater Maint. / Rolph Dr.	208,409.00
6103 · M-NCPPC Project Open Space	27,750.00
6109 · MD SHA - Safe Routes to School/ N. Huron Dr.	211,000.00
6118 · PG County - Local Impact Grant	60,000.00

Total 4020 · Fed, State and Co Shared Rev 1,095,309.00

4030 · Special Trash Pick-up

6010 · Disposal Of Tires	50.00
6022 · Rebates Waste Disposal	7,996.00
6024 · Metal Pick Up	150.00

Total 4030 · Special Trash Pick-up 8,196.00

4040 · Cable TV

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6073 · Comcast Franchise Fee	16,500.00
6074 · Verizon Franchise Fee	32,000.00
6075 · Verizon Peg Grant	20,300.00
Total 4040 · Cable TV	68,800.00
4050 · Fines & Forfeitures	
6015 · Park Fine/Vehicle Rel/Acc Reprt	12,000.00
6037 · Speed Camera Fund	650,000.00
6094 · Speed Camera - Collections	75,000.00
6077 · Civil Citations	4,000.00
Total 4050 · Fines & Forfeitures	741,000.00
4060 · Interest Income Revenue	
6018 · Investment Interest Income	2,000.00
Total 4060 · Interest Income Revenue	2,000.00
4070 · Rental Income	
6019 · Municipal Building Rental	6,000.00
Total 4070 · Rental Income	6,000.00
4080 · Other Revenues	
6021 · Miscellaneous	1,000.00
6038.1 · Donations - Unrestricted	1,500.00
6040 · Newsletter Advertising	750.00
6105 · Utility Line Svc Program Rebate	1,300.00
6070 · Solar Energy - Municipal Building	4,800.00
6116 · Senior Programs	200.00
6120 · Senior Exercise Program	1,300.00
Total 4080 · Other Revenues	10,850.00
4090 · Sale of Land & Equipment	
6028 · Sale of Fixed Assets	500.00
Total 4090 · Sale of Land & Equipment	500.00
5010 · Other Financing	
6111 · Other Financing - Loan	500,000.00
Total 5010 · Other Financing	500,000.00
5000 · Fund Balance - R	
6999 · Transfer From Fund Balance	198,363.00
6085 · Unassigned Fund Balance	533,098.00
Total 5000 · Fund Balance - R	731,461.00

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Total Revenue	<u>4,679,570.00</u>
Gross Revenue	<u>4,679,570.00</u>
Expenditures	
9000 · Total Elected Official Expenses	
9001 · Town Council	
7000 · Salaries-Council	<u>16,300.00</u>
7001 · Service Expenses-Council	<u>2,000.00</u>
7002 · Dues/Meetings/MML Conv-Council	<u>10,600.00</u>
7228 · FICA-Council	<u>1,250.00</u>
7229 · Workers Comp-Council	<u>196.00</u>
Total 9001 · Town Council	<u>30,346.00</u>
9002 · Mayor	
7004 · Salary-Mayor	<u>10,000.00</u>
7006 · Service Expenses-Mayor	<u>3,000.00</u>
7007 · Dues/Meeting/MML Conv-Mayor	<u>8,000.00</u>
7005 · Employee Appreciation-Mayor	<u>2,500.00</u>
7197 · Event/Meeting Hospitality	<u>2,500.00</u>
7230 · FICA - Mayor	<u>765.00</u>
7231 · Workers Comp - Mayor	<u>66.00</u>
7008 · Election Expense	<u>2,000.00</u>
Total 9002 · Mayor	<u>28,831.00</u>
Total 9000 · Total Elected Official Expenses	<u>59,177.00</u>
9005 · Total Administration Expenses	
9006 · Town Clerk	
7009 · Salary-Town Clerk	<u>51,500.00</u>
7011 · Training - Town Clerk	<u>1,500.00</u>
7012 · Service Expenses - Town Clerk	<u>300.00</u>
7014 · Dues/Meeting/MML Con-Town Clerk	<u>1,500.00</u>
7003 · Codification	<u>4,000.00</u>
Total 9006 · Town Clerk	<u>58,800.00</u>
9007 · Town Administrator	
7013 · Salary - Town Administrator	<u>72,000.00</u>
7225 · Town Administrator Service Exp	<u>500.00</u>
7226 · Town Admin Dues/Meetings/Conv	<u>2,500.00</u>
Total 9007 · Town Administrator	<u>75,000.00</u>

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9008 · Finance	
7016 · Salary - Treasurer	64,000.00
7018 · Service Expenses - Treasurer	300.00
7019 · Insurance Fidelity - Treasurer	200.00
7020 · Training - Treasurer	1,500.00
7021 · Dues/Meeting/ MML Con-Treasurer	1,500.00
7022 · Data Auto Syst Upkeep-Treasurer	1,000.00
7023 · Audit - Finance	14,000.00
Total 9008 · Finance	82,500.00
9009 · Administrative	
7015 · Salary - Administrative Assistant	37,650.00
7239 · Overtime - Administrative Assistant	2,000.00
7127 · FICA	17,400.00
7128 · Health Insurance	31,200.00
7129 · Retirement Fund	11,400.00
7130 · Worker's Comp Insurance	1,477.00
7131 · Life/Disability Insurance	3,600.00
7132 · Vehicle Repair	1,200.00
7133 · Fuel	400.00
7224 · Training - Administrative Assistant	1,500.00
Total 9009 · Administrative	107,827.00
Total 9005 · Total Administration Expenses	324,127.00
9010 · Total Non-Depart Expenses	
7025 · Legal Services	85,000.00
7227 · Newsletter Expense	2,500.00
7029 · General Liability Insurance	36,250.00
7035 · Publications/Subscriptions	400.00
7036 · Legal Notices	3,200.00
7038 · Copier- Administration	5,000.00
7039 · Postage - Administration	600.00
7040 · Internet Acc Web Page Service	5,100.00
7041 · Office Supplies - Admin	8,000.00
7042 · Service Contracts	4,000.00
7044 · Utilities-Municipal Building	7,000.00
7045 · Telephone - Municipal Building	9,000.00
7047 · ADP Payroll Service Expense	6,000.00
7048 · Association Dues	4,000.00
7050 · Bank Service Charges	1,100.00

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7193 · Cellular Phones	2,800.00
7198 · Office Equipment	3,000.00
7353 · I-Net Dues	3,800.00
7264 · Special Contract Services	10,000.00
7265 · Marketing Expenses	5,000.00
7257 · Community Events	1,600.00
Total 9010 · Total Non-Depart Expenses	203,350.00
9015 · Total Public Safety	
7054 · Salary - Police Chief	58,223.00
7055 · Salary - Police Clerk	36,836.00
7200 · Salary - Police Deputy Chief	28,119.00
7057 · Salary - Police Officer I	39,462.00
7059 · Salary - Police Officer 2	38,306.00
7060 · Salary - Police Officer 3	39,462.00
7061 · Salary - Police Officer 4	38,306.00
7262 · Salary - Police Officer 5	44,749.00
7065 · Police Overtime	27,000.00
7056 · Salary- Code Enforcement Officer	36,000.00
7167 · Workers Compensation	71,300.00
7168 · Health Insurance	31,200.00
7169 · Life/Disability Insurance	5,000.00
7170 · Retirement	17,900.00
7171 · FICA	27,500.00
7066 · New Uniform Issue - Police	6,000.00
7068 · Gasoline Expense-Police	29,000.00
7069 · Vehicle/Equipment Repair	19,000.00
7070 · Office Supplies - Police	5,000.00
7073 · Communication Equip - Service	2,000.00
7074 · Law Enforcement Equipment	1,500.00
7075 · MPTC Courses/Training/Meeting/Conventions	2,400.00
7076 · Supplies & Miscellaneous Exp	5,000.00
7077 · Mobile Data Computers	5,500.00
7175 · Surveillance Cameras	10,000.00
7083 · Utilities - Police Department	5,000.00
7084 · Telephone - Police Department	3,600.00
7201 · Debt Service-New Police Vehicle	30,000.00
7176 · Police MOU/Attorney Fee	3,000.00
7203 · Communication Equipment	500.00
7204 · Weapons (Firearms & Ammunition)	1,500.00
7205 · Recruitment Expense	1,500.00
7206 · Substance and Physical Testing	500.00

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7207 · Neighborhood Watch	700.00
Total 9015 · Total Public Safety	671,063.00
9020 · Total Public Works Expenses	
9021 · Public Works - Administration	
7085 · Salary - Crewman 2	30,160.00
7086 · Salary - Custodian	24,960.00
7088 · Salary - Crewman 3	33,100.00
7235 · Salary - PW Director	55,682.00
7090 · Overtime - Public Works	3,000.00
7098 · Uniform Replacement	1,300.00
7101 · Telephone - Public Works	3,000.00
7102 · Health Insurance	31,200.00
7103 · FICA	11,239.00
7282 · Unemployment Compensation	4,000.00
7104 · Retirement	7,346.00
7105 · Workers Compensation	16,954.00
7106 · Life/Disability Insurance	2,200.00
7260 · Substance Testing	500.00
7242 · PW Training	3,500.00
Total 9021 · Public Works - Administration	228,141.00
9022 · Public Works - Bldg Maintenance	
7093 · Supplies/Miscellaneous	2,000.00
7096 · Janitorial Supplies	4,000.00
7097 · Sm Equipment/PW Bldg Maint-Repl	500.00
7095 · Exterminating	3,000.00
Total 9022 · Public Works - Bldg Maintenance	9,500.00
9023 · Public Works - Fleet Maint	
7092 · Vehicle Maintenance	7,500.00
7094 · Gasoline Expense	4,000.00
7320 · Large Equipment	5,500.00
Total 9023 · Public Works - Fleet Maint	17,000.00
9024 · Public Works - Park Maint	
7089 · Equipment/Supplies - Park Maint	5,000.00
7263 · Public Area Maintenance	35,000.00
Total 9024 · Public Works - Park Maint	40,000.00
9025 · Public Works - Street Maint	
7099 · Street Signs & Paint	8,000.00

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7243 · Street Maintenance	20,000.00
8008 · Snow Removal/Tree Removal	20,000.00
Total 9025 · Public Works - Street Maint	48,000.00
Total 9020 · Total Public Works Expenses	342,641.00
9055 · Total Speed Camera Expenses	
7300 · Administrative Fee	300,000.00
7301 · Salaries	12,500.00
7216 · Attorney Fees	10,000.00
7210 · Computers/Software	2,000.00
7217 · Street Signs/Crosswalk Painting	13,000.00
7244 · Audit	3,000.00
7214 · Other	2,000.00
Total 9055 · Total Speed Camera Expenses	342,500.00
9065 · Total Allowed Expenditures	
7310 · Travel and Meeting	500.00
7309 · Programs for Safety	1,000.00
7308 · Office Supplies/Equipment	500.00
7212 · Surveillance	12,000.00
7208 · IT/Software	1,200.00
Total 9065 · Total Allowed Expenditures	15,200.00
9075 · Total Street Hwy Admin Expenses	
8000 · Street Repair Project	100,000.00
Total 9075 · Total Street Hwy Admin Expenses	100,000.00
9030 · Total Trash Services	
8001 · Goode Trash	164,149.00
8002 · Refuse Disposal Fees	1,000.00
8102 · Municipal Public Dumpster	1,275.00
Total 9030 · Total Trash Services	166,424.00
9040 · Total Capital Improvement	
8012 · Sust Design Serv - Consult Eng	5,000.00
8018 · North Huron St Reconstruction	200,000.00
8016 · Storm Drain Repair/Reconstruct	25,000.00
8020 · Annexation Study/Survey	5,000.00
8034 · Rolph Drive Project	621,581.00
8042 · Debt Service - Street Improvements	43,306.00
Total 9040 · Total Capital Improvement	899,887.00

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9045 · Total Municipal Bldg Expense	
7194 · Network System-IT System/Phones	13,000.00
7046 · Community Room-Upgrade/Maint	3,000.00
7256 · Community Room Rental Services	2,000.00
7196 · Furniture	1,000.00
7223 · General Building Repair & Maint	55,000.00
8038 · Modoc Building	225,000.00
Total 9045 · Total Municipal Bldg Expense	299,000.00
9035 · Total Street Lighting Expense	
8006 · Street Lighting	40,000.00
Total 9035 · Total Street Lighting Expense	40,000.00
9050 · Total Special Programs Expense	
8010 · Parks and Planning Expense	10,000.00
8028 · Plus 60 Senior Program	3,500.00
8044 · Senior Exercise Program	4,605.00
8030 · Youth Programs	3,500.00
8031 · Sustainable Forest Heights Plan	1,000.00
8045 · Community Garden	3,000.00
8046 · Community Gathering Space	3,000.00
8032 · Economic Development Business	2,000.00
7350 · Healthy Heights Program	8,258.00
Total 9050 · Total Special Programs Expense	38,863.00
9070 · Restricted Funding	
8023 · Chesapeake Bay Trust/ Rolph Dr.	202,490.00
7236 · NFWF Urban Small Waters/ Rolph Dr.	200,000.00
7259 · M-NCPPC POS - Community Gathering Space	21,000.00
7266 · M-NCPPC POS - Community Garden	6,750.00
8041 · MD SHA Safe Routes to School/ N. Huron Dr.	211,000.00
8999 · Contribution to Rainy Day Fund	3,000.00
9070 · Restricted Funding	644,240.00
9090 · Fund Balance - E	
9999 · Unassigned Fund Balance	533,098.00
Total 9090 · Fund Balance - E	533,098.00
Total Expense	4,679,570.00
Net Ordinary Income	0.00
Net Income	0.00