

FY 2018 Town of Forest Heights
2nd Quarter Report
July 1, 2017 to December 31, 2017

Account ID	Account Description	July 2017 - Dec 2017	FY 2018 BUDGET	% of BUDGET
	REVENUES			
	TAXES			
6000	Income Taxes	\$ 103,542.06	\$ 210,300.00	49.24%
6001	Real Taxes - Noncommercial	\$ 1,030,287.37	\$ 992,000.00	103.86%
6100	Real taxes - Commercial	\$ 31,220.61	\$ 65,000.00	48.03%
6003	Utility Taxes	\$ 56,201.60	\$ 48,000.00	117.09%
6005	Tangible Personal Property Taxes	\$ 16,084.10	\$ 12,600.00	127.65%
6007	Interest/Penalty-Town Real Estate Taxes	\$ 834.44	\$ 8,000.00	10.43%
6009	Town Services -Trash	\$ 82,074.30	\$ 164,149.00	50.00%
	Subtotals	\$ 1,320,244.48	\$ 1,500,049.00	88.01%
	LICENSES & PERMITS			
6017	Rental Permits	\$ 975.00	\$ 5,105.00	19.10%
6027	Building Permits	\$ 800.00	\$ 2,000.00	40.00%
6076	Business Occupancy Permits	\$ -	\$ 1,500.00	0.00%
6117	Vacancy Permits	\$ 125.00	\$ 4,000.00	3.13%
6113	Utility Street Cut PermitsPermits	\$ 1,812.47	\$ 2,000.00	90.62%
6115	Utility Fees	\$ -	\$ 800.00	0.00%
	Subtotals	\$ 3,712.47	\$ 15,405.00	24.10%
	FEDERAL, STATE AND COUNTY SHARED REVENUES			
6008	GOCCP Grant-State Police Grant	\$ 25,579.00	\$ 50,400.00	50.75%
6023	Highway User Revenue	\$ 5,846.17	\$ 20,070.00	29.13%
6121	Highway Transportation Grant	\$ 55,189.00	\$ 55,190.00	100.00%
6030	Parks & Planning Grant	\$ -	\$ 10,000.00	0.00%
6031	Bond Bill-Building Renovation	\$ -	\$ 50,000.00	0.00%
6106	Chesapeake Bay Trust - Rolph Drive	\$ 91,323.00	\$ 202,490.00	45.10%
6080	NFWF Rolph Drive	\$ -	\$ 200,000.00	0.00%
6084	PG County - Stormwater Maintenance	\$ 208,409.00	\$ 208,409.00	100.00%
6103	M-NCPPC Project Open Space	\$ -	\$ 27,750.00	0.00%
6109	MD SHA - Safe Routes to School	\$ -	\$ 211,000.00	0.00%
6118	PG County - Local Impact Grant	\$ -	\$ 60,000.00	0.00%
	Subtotals	\$ 386,346.17	\$ 1,095,309.00	35.27%

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	SPECIAL TRASH PICKUP			
6010	Disposal of Tires	\$ -	\$ 50.00	0.00%
6022	Rebates Waste Disposal	\$ 3,998.00	\$ 7,996.00	50.00%
6024	Town Services - Metal Pick-Up	\$ 101.20	\$ 150.00	67.47%
	Subtotals	\$ 4,099.20	\$ 8,196.00	50.01%
	CABLE TV			
6073	Comcast Franchise Fee	\$ 4,190.45	\$ 16,500.00	25.40%
6074	Verizon Franchise Fee	\$ 7,959.58	\$ 32,000.00	24.87%
6075	Verizon Peg Grant	\$ 5,062.29	\$ 20,300.00	24.94%
	Subtotals	\$ 17,212.32	\$ 68,800.00	25.02%
	FINES & FORFEITURES			
6015	Parking Fines/Vehicle Release/Accident Reports	\$ 6,830.00	\$ 12,000.00	56.92%
6037	Speed Camera Fund	\$ 513,313.08	\$ 650,000.00	78.97%
6094	Speed Camera Fund - Collections	\$ 5,520.34	\$ 75,000.00	7.36%
6077	Civil Citations	\$ 2,120.00	\$ 4,000.00	53.00%
	Subtotals	\$ 527,783.42	\$ 741,000.00	71.23%
	REVENUES FROM INTEREST INCOME			
6018	Investment Interest Income	\$ 7,818.93	\$ 2,000.00	390.95%
	Subtotals	\$ 7,818.93	\$ 2,000.00	390.95%
	RENTAL INCOME			
6019	Municipal Building Rental	\$ 6,584.00	\$ 6,000.00	109.73%
	Subtotals	\$ 6,584.00	\$ 6,000.00	109.73%

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	OTHER REVEUES			
6021	Miscellaneous	\$ 3,860.25	\$ 1,000.00	386.03%
6038.1	Donations - Unrestricted	\$ -	\$ 1,500.00	0.00%
6040	Newsletter Advertising	\$ 150.00	\$ 750.00	20.00%
6105	Utility Line Warranty Rebate	\$ -	\$ 1,300.00	0.00%
6070	Solar Energy	\$ 3,870.00	\$ 4,800.00	80.63%
6116	Senior Programs	\$ -	\$ 200.00	0.00%
6120	Senior Exercise Program	\$ 655.00	\$ 1,300.00	50.38%
	Subtotals	\$ 8,535.25	\$ 10,850.00	78.67%
	SALE OF LAND & EQUIPMENT			
6028	Sale of Fixed Assets	\$ -	\$ 500.00	0.00%
	Subtotals	\$ -	\$ 500.00	0.00%
	OTHER FINANCING			
6111	Other Financing - Loan	\$ 500,000.00	\$ 500,000.00	100.00%
	Subtotals	\$ 500,000.00	\$ 500,000.00	100.00%
	TRANSFERS			
6999	Transfer from Fund Balance	\$ -	\$ 501,363.00	0.00%
6085	Unassigned Fund Balance (R)	\$ -	\$ 230,098.00	0.00%
	Subtotal	\$ -	\$ 731,461.00	0.00%
	Total Revenues	\$ 2,782,336.24	\$ 4,679,570.00	59.46%
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	Account Description	July 2017 - Dec 2017	FY 2018 BUDGET	% of BUDGET
	EXPENSES			
	ELECTED OFFICIALS			
	TOWN COUNCIL			
7000	Salary - Council	\$ 7,949.88	\$ 16,300.00	48.77%
7001	Service Expense - Council	\$ 1,257.35	\$ 2,000.00	62.87%
7002	Dues/Meetings/Convention - Council	\$ 1,536.54	\$ 10,600.00	14.50%
7228	FICA - Council	\$ 608.22	\$ 1,250.00	48.66%
7229	Workers Comp - Council	\$ 96.70	\$ 196.00	49.34%
	Subtotal	\$ 11,448.69	\$ 30,346.00	37.73%
	MAYOR			
7004	Salary - Mayor	\$ 4,999.98	\$ 10,000.00	50.00%
7006	Service Expense - Mayor	\$ 130.76	\$ 3,000.00	4.36%
7007	Dues/Meetings/Convention-Mayor	\$ -	\$ 8,000.00	0.00%
7005	Employee Appreciation - Mayor	\$ 2,165.57	\$ 2,500.00	86.62%
7197	Event/Meeting Hospitality	\$ 100.62	\$ 2,500.00	4.02%
7230	FICA - Mayor	\$ 382.50	\$ 765.00	50.00%
7231	Workers Comp - Mayor	\$ 32.75	\$ 66.00	49.62%
7008	Election Expenses	\$ -	\$ 2,000.00	0.00%
	Subtotal	\$ 7,812.18	\$ 28,831.00	27.10%
	Total Elected Officials	\$ 19,260.87	\$ 59,177.00	32.55%
	TOWN ADMINISTRATION			
	TOWN CLERK			
7009	Salary - Town Clerk	\$ 20,850.95	\$ 51,500.00	40.49%
7011	Training - Town Clerk	\$ -	\$ 1,500.00	0.00%
7012	Town Clerk Service Expenses	\$ -	\$ 300.00	0.00%
7014	Town Clerk Dues/Meeting/Convention	\$ 565.00	\$ 1,500.00	37.67%
7003	Codification	\$ 995.00	\$ 4,000.00	24.88%
	Subtotal	\$ 22,410.95	\$ 58,800.00	38.11%
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	TOWN ADMINISTRATOR			
7013	Salary-Town Administrator	\$ 35,999.99	\$ 72,000.00	50.00%
7225	Town Administrator Service Expenses	\$ 70.59	\$ 500.00	14.12%
7226	Town Administrator Dues/Meetings/Convention	\$ -	\$ 2,500.00	0.00%
	Subtotal	\$ 36,070.58	\$ 75,000.00	48.09%
	FINANCE			
7016	Salary - Treasurer	\$ 29,538.48	\$ 64,000.00	46.15%
7018	Treasurer Service Expense	\$ -	\$ 300.00	0.00%
7019	Insurance-Fidelity (Treasurer)	\$ -	\$ 200.00	0.00%
7020	Training - Treasurer	\$ -	\$ 1,500.00	0.00%
7021	Dues/Meetings/MML Conv	\$ -	\$ 1,500.00	0.00%
7022	Data Auto System/ Upkeep-Treasurer	\$ 55.65	\$ 1,000.00	5.57%
7023	Auditing - Treasurer	\$ -	\$ 14,000.00	0.00%
	Subtotal	\$ 29,594.13	\$ 82,500.00	35.87%
	ADMINISTRATIVE			
7015	Office Assistant	\$ 4,743.55	\$ 37,650.00	12.60%
7239	Overtime - Office Assistance	\$ 924.63	\$ 2,000.00	46.23%
7127	FICA	\$ 8,062.16	\$ 17,400.00	46.33%
7128	Health Insurance	\$ 10,835.58	\$ 31,200.00	34.73%
7129	Retirement Fund	\$ 5,435.82	\$ 11,400.00	47.68%
7130	Workmen's Compensation Insurance	\$ 2,107.25	\$ 2,977.00	70.78%
7131	Life/Disability Insurance	\$ 1,260.52	\$ 3,600.00	35.01%
7132	Vehicle Repair	\$ 475.00	\$ 1,200.00	39.58%
7024	Fuel	\$ 87.22	\$ 400.00	21.81%
7224	Training - Administration	\$ -	\$ -	#DIV/0!
	Subtotal	\$ 33,931.73	\$ 107,827.00	31.47%
	Total Administration	\$ 122,007.39	\$ 324,127.00	37.64%
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	GENERAL - NON DEPARTMENTAL			
7025	Legal Services	\$ 26,030.50	\$ 85,000.00	30.62%
7227	Newsletter Expense	\$ 125.85	\$ 2,500.00	5.03%
7029	General Liability Insurance	\$ 20,440.16	\$ 36,250.00	56.39%
7035	Publications & Subscriptions	\$ -	\$ 400.00	0.00%
7036	Legal Notices	\$ -	\$ 3,200.00	0.00%
7038	Copier - Administration	\$ 2,723.91	\$ 5,000.00	54.48%
7039	Postage - Administration	\$ 121.75	\$ 600.00	20.29%
7040	Internet Acc & Web Page Service	\$ 3,459.96	\$ 5,100.00	67.84%
7041	Office Supplies	\$ 1,514.78	\$ 8,000.00	18.93%
7042	Service Contracts	\$ 1,005.56	\$ 4,000.00	25.14%
7044	Utilities -Municipal Building	\$ 3,525.61	\$ 7,000.00	50.37%
7045	Telephone-Municipal Building	\$ 5,024.87	\$ 9,000.00	55.83%
7047	ADP - Payroll Service Charge	\$ 3,653.96	\$ 6,000.00	60.90%
7048	Association Dues	\$ 2,756.82	\$ 4,000.00	68.92%
7050	Bank Service Charges	\$ 659.57	\$ 1,100.00	59.96%
7193	Celluar Phones	\$ 1,176.84	\$ 2,800.00	42.03%
7198	Office Equipment	\$ 296.23	\$ 3,000.00	9.87%
7353	I-Net Dues	\$ -	\$ 3,800.00	0.00%
7264	Special Contract Services	\$ 7,665.50	\$ 18,000.00	42.59%
7265	Marketing Expense	\$ -	\$ 5,000.00	0.00%
7257	Community Events	\$ 650.00	\$ 1,600.00	40.63%
	Total Non Departmental	\$ 80,831.87	\$ 211,350.00	38.25%
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	PUBLIC SAFETY			
7054	Salary - Police Officer	\$ -	\$ 14,735.00	0.00%
7055	Salary - Police Clerk	\$ 17,778.91	\$ 40,000.00	44.45%
7200	Salary - Police Chief	\$ 12,604.20	\$ 28,119.00	44.82%
7057	Salary - Police Officer 1	\$ 20,144.92	\$ 46,000.00	43.79%
7059	Salary - Police Officer 2	\$ 16,901.25	\$ 40,000.00	42.25%
7060	Salary - Police Officer 3	\$ 16,018.89	\$ 46,000.00	34.82%
7061	Salary - Police Officer 4	\$ 20,127.19	\$ 43,000.00	46.81%
7262	Salary - Police Officer 5	\$ -	\$ 44,749.00	0.00%
7065	Police Overtime	\$ 18,421.94	\$ 27,000.00	68.23%
7056	Salary - Code Enforcement Officer	\$ 19,120.95	\$ 36,000.00	53.11%
7220	Salary - Code Enforcement Officer (P/T)	\$ 3,739.13	\$ 17,860.00	20.94%
7167	Workers Compensation	\$ 39,279.55	\$ 71,300.00	55.09%
7168	Health Insurance	\$ 14,917.19	\$ 30,700.00	48.59%
7169	Life/Disability Insurance	\$ 1,608.91	\$ 5,000.00	32.18%
7170	Retirement	\$ 6,930.09	\$ 17,900.00	38.72%
7171	FICA	\$ 12,097.83	\$ 27,500.00	43.99%
7066	New Uniform Issue-Police	\$ 4,649.59	\$ 6,000.00	77.49%
7068	Gasoline Expenses-Police	\$ 8,292.84	\$ 29,000.00	28.60%
7069	Vehicle/ Equipment Repair	\$ 10,753.39	\$ 19,000.00	56.60%
7070	Office Supplies	\$ 2,185.07	\$ 5,000.00	43.70%
7073	Communication Equipment (cell phones)	\$ 965.47	\$ 2,000.00	48.27%
7074	Law Enforcement Equipment	\$ 809.98	\$ 1,500.00	54.00%
7075	MPTC Training Courses Training/Meeting/Conventions	\$ 290.00	\$ 2,400.00	12.08%
7076	Supplies & Miscellaneous Expenses	\$ 1,719.64	\$ 5,000.00	34.39%
7077	Mobile Data Computers	\$ 3,944.60	\$ 5,500.00	71.72%
7175	Surveillance Camera	\$ 1,779.72	\$ 10,000.00	17.80%
7082	Utilities - Police	\$ -	\$ 5,000.00	0.00%
7084	Telephone - Police	\$ 1,800.00	\$ 3,600.00	50.00%
7201	Debt Service - New Police Vehicle	\$ 21,657.62	\$ 30,000.00	72.19%
7176	Police MOU /Attorney Fee	\$ 3,078.00	\$ 5,000.00	61.56%
7203	Communication Equipment	\$ -	\$ 500.00	0.00%
7204	Weapons (Firearms & Ammunition)	\$ 330.00	\$ 1,500.00	22.00%
7205	Recruitment Expenses	\$ 770.00	\$ 1,500.00	51.33%
7206	Substance and Physical Testing	\$ 1,125.00	\$ 1,500.00	75.00%
7207	Neighborhood Watch Program	\$ 874.50	\$ 1,200.00	72.88%
	Total Public Safety	\$ 284,716.37	\$ 671,063.00	42.43%
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	PUBLIC WORKS DEPARTMENT			
	ADMINISTRATION			
7085	Salary - Crewman 2	\$ 13,930.90	\$ 30,160.00	46.19%
7086	Salary - Custodian (P/T)	\$ 5,514.00	\$ 24,960.00	22.09%
7088	Salary - Crewman 3	\$ 15,082.26	\$ 33,100.00	45.57%
7235	Salary - PW Director	\$ 25,038.44	\$ 55,682.00	44.97%
7090	Overtime - Public Works	\$ 1,619.82	\$ 3,000.00	53.99%
7098	Uniform Replacement	\$ -	\$ 1,300.00	0.00%
7101	Telephone	\$ 496.88	\$ 3,000.00	16.56%
7102	Health Insurance	\$ 11,597.16	\$ 31,200.00	37.17%
7103	FICA	\$ 4,735.94	\$ 11,239.00	42.14%
7282	Unemployment Compensation	\$ -	\$ 4,000.00	0.00%
7104	Retirement	\$ 3,045.08	\$ 7,346.00	41.45%
7105	Workers Comp	\$ 7,411.75	\$ 16,954.00	43.72%
7106	Life/Disability Insurance	\$ 854.64	\$ 2,200.00	38.85%
7260	Substance Testing	\$ -	\$ 500.00	0.00%
7242	PW Training	\$ 75.00	\$ 3,500.00	2.14%
	Subtotal	\$ 89,401.87	\$ 228,141.00	39.19%
	BUILDING MAINTENANCE			
7093	Supplies/Misc.	\$ 45.25	\$ 1,000.00	4.53%
7096	Janitorial Supplies	\$ 1,525.75	\$ 4,000.00	38.14%
7097	Sm Equipment/PW Bldg Maint-Replacement	\$ 987.60	\$ 1,500.00	65.84%
7095	Exterminating	\$ 544.38	\$ 3,000.00	18.15%
	Subtotal	\$ 3,102.98	\$ 9,500.00	32.66%
	FLEET MAINTENANCE			
7092	Vehicle Maintenance	\$ 1,620.00	\$ 7,500.00	21.60%
7094	Fuel	\$ 1,496.77	\$ 4,000.00	37.42%
7320	Large Equipment	\$ 1,769.00	\$ 5,500.00	32.16%
	Subtotal	\$ 4,885.77	\$ 17,000.00	28.74%
	PARK MAINTENANCE			
7089	Park Maintenance/Supplies	\$ 642.43	\$ 5,000.00	12.85%
7263	Public Area Maintenance	\$ 13,758.75	\$ 35,000.00	39.31%
	Subtotal	\$ 14,401.18	\$ 40,000.00	36.00%
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	STREET MAINTENANCE			
7099	Street Signs and Street Painting	\$ 1,163.08	\$ 8,000.00	14.54%
7243	Street Maintenance	\$ 40.96	\$ 20,000.00	0.20%
8008	Snow/Tree Removal	\$ 3,150.00	\$ 20,000.00	15.75%
	Subtotal	\$ 4,354.04	\$ 48,000.00	9.07%
	Total Public Works Department	\$ 116,145.84	\$ 342,641.00	33.90%
	SPEED CAMERA			
7300	Administration Fee	\$ 110,068.23	\$ 300,000.00	36.69%
7301	Salary	\$ 5,056.25	\$ 12,500.00	40.45%
7216	Attorney Fees	\$ 6,764.00	\$ 10,000.00	67.64%
7210	Computers/Software	\$ -	\$ 2,000.00	0.00%
7217	Street Signs/Crosswalk Painting	\$ -	\$ 13,000.00	0.00%
7244	Audit	\$ -	\$ 3,000.00	0.00%
7214	Other	\$ -	\$ 2,000.00	0.00%
	Total Direct Speed Camera Cost	\$ 121,888.48	\$ 342,500.00	35.59%
	ALLOWABLE EXPENSES			
7310	Travel and Meeting	\$ -	\$ 500.00	0.00%
7309	Public Safety Programs	\$ -	\$ 1,000.00	0.00%
7308	Office Supplies/Equipment	\$ -	\$ 500.00	0.00%
7212	Surveillance Cameras	\$ -	\$ 12,000.00	0.00%
7208	IT/Software	\$ -	\$ 1,200.00	0.00%
	Total	\$ -	\$ 15,200.00	0.00%
	STREET HWY ADMINISTRATION			
8000	Street Repair Project	\$ -	\$ 100,000.00	0.00%
	Total	\$ -	\$ 100,000.00	0.00%
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	TRASH SERVICES			
8001	Goode Trash Contract	\$ 82,074.60	\$ 164,149.00	50.00%
8002	Refuse Disposal Fees	\$ -	\$ 1,000.00	0.00%
8102	Goode Trash Contract Muncipal Bldg Dumpster	\$ 100.00	\$ 1,275.00	7.84%
	Total Contracted Trash Expenses	\$ 82,174.60	\$ 166,424.00	49.38%
	CAPITAL IMPROVEMENTS			
8012	Sustainable Design Service - Consulting Engineer	\$ -	\$ 5,000.00	0.00%
8018	North Huron Street Reconstruction	\$ 2,088.96	\$ 200,000.00	1.04%
8016	Stormdrain Repair/Reconstruction	\$ -	\$ 25,000.00	0.00%
8020	Annexation Study/Survey	\$ -	\$ 5,000.00	0.00%
8034	Rolph Drive Project	\$ 866,816.15	\$ 916,581.00	94.57%
8042	Debt Service - Street Improvements	\$ 5,993.23	\$ 43,306.00	13.84%
	Total	\$ 874,898.34	\$ 1,194,887.00	73.22%
	MUNICIPAL BLDG EXPENSE			
7194	Network System - IT System/Phones	\$ 5,383.44	\$ 13,000.00	41.41%
7046	Community Room/Upgrade & Maintenance	\$ 896.78	\$ 3,000.00	29.89%
7256	Community Room Rental Expense	\$ 1,230.00	\$ 2,000.00	61.50%
7196	Furniture	\$ 954.00	\$ 1,000.00	95.40%
7223	General Building Repair & Maintenance	\$ -	\$ 55,000.00	0.00%
8038	Modoc Building	\$ 2,588.51	\$ 225,000.00	1.15%
	Total	\$ 11,052.73	\$ 299,000.00	3.70%
	STREET LIGHTING			
8006	Street Lighting Expenses	\$ 19,606.05	\$ 40,000.00	49.02%
	Total	\$ 19,606.05	\$ 40,000.00	49.02%
	Special Program Expense			
8010	Parks and Planning	\$ 8,910.54	\$ 10,000.00	89.11%
8028	Plus 60 Senior Program	\$ 1,926.50	\$ 3,500.00	55.04%
8044	Senior Exercise Program	\$ 1,824.00	\$ 4,605.00	
8030	Youth Programs	\$ 1,989.40	\$ 3,500.00	56.84%
8031	Sustainable Forest Heights Planning	\$ -	\$ 1,000.00	0.00%
8045	Community Garden	\$ -	\$ 3,000.00	0.00%
8046	Community Open Space	\$ -	\$ 3,000.00	0.00%
8032	Economic Development Business	\$ -	\$ 2,000.00	0.00%
7350	Healthy Heights Program	\$ 1,615.98	\$ 8,258.00	19.57%
	Total	\$ 16,266.42	\$ 38,863.00	41.86%
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	Restricted Funding			
8023	Chesapeake Bay Trust	\$ -	\$ 202,490.00	0.00%
7236	NFWF Urban Small Waters	\$ 91,534.00	\$ 200,000.00	45.77%
7266	M-NCPPC POS - Community Garden	\$ -	\$ 6,750.00	0.00%
7259	M-NCPPC POS - Community Gathering Space	\$ -	\$ 21,000.00	0.00%
8041	MD SHA Safe Routes to School	\$ -	\$ 211,000.00	0.00%
8999	Contribution to Rainy Day Fund	\$ -	\$ 3,000.00	0.00%
	Total	\$ 91,534.00	\$ 644,240.00	14.21%
	FUND BALANCE			
9999	Unassigned Fund Balance (E)	\$ -	\$ 230,098.00	0.00%
	Total	\$ -	\$ 230,098.00	0.00%
	Total Expenditures	\$ 1,840,382.96	\$ 4,679,570.00	39.33%
	Excess (Deficit) of Revenues over Expenditures	\$ 941,953.28		