

FY 2016 Town of Forest Heights
3rd Quarter Report
July 1, 2015 to March 31, 2016

Account ID	Account Description	July 2015 - March 2016	FY16 BUDGET	% of BUDGET
REVENUES				
TAXES				
6000	Income Taxes	\$ 127,908.24	\$ 190,000.00	67.32%
6001	Real Taxes - Noncommercial	\$ 941,221.65	\$ 922,871.00	101.99%
6100	Real taxes - Commercial	\$ 40,381.94	\$ 54,789.00	73.70%
6003	Utility Taxes	\$ 48,171.22	\$ 40,000.00	120.43%
6005	Tangible Personal Property Taxes	\$ 7,714.38	\$ 13,500.00	57.14%
6007	Interest/Penalty-Town Real Estate Taxes	\$ 2,879.97	\$ 8,000.00	36.00%
6009	Town Services -Trash	\$ 116,043.00	\$ 154,724.00	75.00%
	Subtotals	\$ 1,284,320.40	\$ 1,383,884.00	92.81%
LICENSES & PERMITS				
6017	Rental Permits	\$ 1,650.00	\$ 2,400.00	68.75%
6027	Building Permits	\$ 2,150.00	\$ 1,200.00	179.17%
6076	Occupancy Permits	\$ 175.00	\$ 1,200.00	14.58%
6113	Utility Permits	\$ 1,000.00	\$ 2,000.00	50.00%
	Subtotals	\$ 4,975.00	\$ 6,800.00	73.16%
FEDERAL, STATE AND COUNTY SHARED REVENUES				
6008	GOCCP Grant-State Police Grant	\$ 31,117.50	\$ 42,469.00	73.27%
6023	Highway User Revenue	\$ 60,518.95	\$ 19,150.00	316.03%
6030	Parks & Planning Grant	\$ -	\$ 17,500.00	0.00%
6031	Bond Bill-Building Renovation	\$ -	\$ 50,000.00	0.00%
6033	Tree Releaf Grant	\$ -	\$ 10,000.00	0.00%
6041	Chesapeake Bay Trust Fund	\$ -	\$ 90,873.00	0.00%
6106	Chesapeake Bay Trust - Rolph Drive	\$ -	\$ 111,617.00	0.00%
6102	Maryland Smart Energy Grant	\$ 30,251.00	\$ 30,291.00	99.87%
6080	NFWF Rolph Drive	\$ -	\$ 200,000.00	0.00%
6084	PG County - Stormwater Maintenance	\$ -	\$ 208,409.00	0.00%
6103	M-NCPPC Project Open Space	\$ -	\$ 9,895.00	0.00%
6108	Chesapeake Bay Trust - Treekeepers	\$ 44,815.00	\$ 48,027.00	93.31%
6109	MD SHA - Safe Routes to School	\$ -	\$ 211,000.00	0.00%
6110	MD DHCD Community Legacy Grant	\$ -	\$ 190,000.00	0.00%
	Subtotals	\$ 166,702.45	\$ 1,239,231.00	13.45%

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SPECIAL TRASH PICKUP				
6010	Disposal of Tires	\$ -	\$ 100.00	0.00%
6022	Rebates Waste Disposal	\$ 5,997.00	\$ 7,996.00	75.00%
6024	Town Services - Metal Pick-Up	\$ 186.00	\$ 200.00	93.00%
	Subtotals	\$ 6,183.00	\$ 8,296.00	74.53%
CABLE TV				
6073	Comcast Franchise Fee	\$ 7,562.50	\$ 16,500.00	45.83%
6074	Verizon Franchise Fe	\$ 15,948.85	\$ 30,500.00	52.29%
6075	Verizon Peg Grant	\$ 10,143.47	\$ 19,400.00	52.29%
	Subtotals	\$ 33,654.82	\$ 66,400.00	50.68%
FINES & FORFEITURES				
6015	Parking Fines/Vehicle Release/Accident Reports	\$ 6,705.00	\$ 10,000.00	67.05%
6026	Grass Cutting	\$ -	\$ 500.00	0.00%
6037	Speed Camera Fund	\$ 592,697.37	\$ 634,000.00	93.49%
6094	Speed Camera Fund - Collections	\$ 105,673.28	\$ 125,000.00	84.54%
6077	Civil Citations	\$ 780.00	\$ 5,000.00	15.60%
	Subtotals	\$ 705,855.65	\$ 774,500.00	91.14%
REVENUES FROM INTEREST INCOME				
6018	Investment Interest Income	\$ 1,675.69	\$ 1,500.00	111.71%
	Subtotals	\$ 1,675.69	\$ 1,500.00	111.71%
RENTAL INCOME				
6019	Municipal Building Rental	\$ 15,589.01	\$ 10,000.00	155.89%
	Subtotals	\$ 15,589.01	\$ 10,000.00	155.89%

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	OTHER REVEUES			
6021	Miscellaneous	\$ 1,028.88	\$ 300.00	342.96%
6038.1	Donations - Unrestricted	\$ 750.00	\$ 1,000.00	75.00%
6039	Yard Sale	\$ 559.44	\$ 600.00	93.24%
6040	Newsletter Advertising	\$ 490.00	\$ 300.00	163.33%
6105	Utility Line Warranty Rebate	\$ 1,449.97	\$ 1,500.00	96.66%
6070	Solar Energy	\$ 4,761.00	\$ 2,000.00	238.05%
6114	Bid Documents	\$ 300.00	\$ 600.00	50.00%
6115	Utility Fees	\$ 1,657.50	\$ 2,000.00	82.88%
6116	Senior Programs	\$ 772.75	\$ 700.00	110.39%
	Subtotals	\$ 11,769.54	\$ 9,000.00	130.77%
	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	0.00%
	Subtotals	\$ -	\$ 500,000.00	0.00%
	TRANSFERS			
6085	Unrestricted Net Assets	\$ -	\$ 285,307.00	0.00%
	Subtotal	\$ -	\$ 285,307.00	0.00%
	Total Revenues	\$ 2,230,726.56	\$ 4,285,418.00	52.05%
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	Account Description	July 2015 - March 2016	FY16 BUDGET	% of BUDGET
	EXPENSES			
	ELECTED OFFICIALS			
	TOWN COUNCIL			
7000	Salary - Council	\$ 11,249.82	\$ 15,000.00	75.00%
7001	Service Expense - Council	\$ 581.75	\$ 4,000.00	14.54%
7002	Dues/Meetings/Convention - Council	\$ 8,583.19	\$ 10,350.00	82.93%
7228	FICA - Council	\$ 860.76	\$ 1,200.00	71.73%
7229	Workers Comp - Council	\$ 231.80	\$ 300.00	77.27%
	Subtotal	\$ 21,507.32	\$ 30,850.00	69.72%
	MAYOR			
7004	Salary - Mayor	\$ 9,000.00	\$ 12,000.00	75.00%
7006	Service Expense - Mayor	\$ 3,353.55	\$ 4,700.00	71.35%
7007	Dues/Meetings/Convention-Mayor	\$ 7,406.21	\$ 8,000.00	92.58%
7005	Employee Appreciation - Mayor	\$ 1,184.35	\$ 2,500.00	47.37%
7197	Event/Meeting Hospitality	\$ 1,141.42	\$ 2,500.00	45.66%
7230	FICA - Mayor	\$ 765.00	\$ 918.00	83.33%
7231	Workers Comp - Mayor	\$ 57.35	\$ 80.00	71.69%
7008	Election Expenses	\$ 953.49	\$ 2,000.00	47.67%
	Subtotal	\$ 23,861.37	\$ 32,698.00	72.98%
	Total Elected Officials	\$ 45,368.69	\$ 63,548.00	71.39%
	TOWN ADMINISTRATION			
	TOWN CLERK			
7009	Salary - Town Clerk	\$ 35,365.49	\$ 48,000.00	73.68%
7011	Training - Town Clerk	\$ 1,360.00	\$ 1,500.00	90.67%
7012	Town Clerk Service Expenses	\$ 121.73	\$ 500.00	24.35%
7014	Town Clerk Dues/Meeting/Convention	\$ 1,220.87	\$ 2,000.00	61.04%
7003	Codification	\$ 995.00	\$ 8,700.00	11.44%
	Subtotal	\$ 39,063.09	\$ 60,700.00	64.35%
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	TOWN ADMINISTRATOR			
7013	Salary-Town Administrator	\$ 53,446.14	\$ 72,000.00	74.23%
7225	Town Administrator Service Expenses	\$ 404.80	\$ 500.00	80.96%
7226	Town Administrator Dues/Meetings/Convention	\$ 207.81	\$ 1,000.00	20.78%
	Subtotal	\$ 54,058.75	\$ 73,500.00	73.55%
	FINANCE			
7016	Salary - Treasurer	\$ 46,394.30	\$ 62,500.00	74.23%
7018	Treasurer Service Expense	\$ -	\$ 500.00	0.00%
7019	Insurance-Fidelity (Treasurer)	\$ 187.67	\$ 200.00	93.84%
7020	Training - Treasurer	\$ 365.98	\$ 1,500.00	24.40%
7022	Data Auto System/ Upkeep-Treasurer	\$ -	\$ 1,000.00	0.00%
7023	Auditing - Treasurer	\$ 13,000.00	\$ 13,000.00	100.00%
	Subtotal	\$ 59,947.95	\$ 78,700.00	76.17%
	ADMINISTRATIVE			
7015	Office Assistant	\$ 26,394.91	\$ 35,200.00	74.99%
7239	Overtime - Office Assistance	\$ 1,952.47	\$ 2,000.00	97.62%
7127	FICA	\$ 14,250.47	\$ 22,117.00	64.43%
7128	Health Insurance	\$ 14,190.91	\$ 20,200.00	70.25%
7129	Retirement Fund	\$ 8,596.74	\$ 10,885.00	78.98%
7130	Workmen's Compensation Insurance	\$ 2,073.15	\$ 2,181.00	95.06%
7131	Life/Disability Insurance	\$ 2,071.08	\$ 2,940.00	70.44%
7132	Vehicle Repair	\$ -	\$ 300.00	0.00%
7024	Fuel	\$ 211.13	\$ 500.00	42.23%
7224	Training - Administration	\$ 574.76	\$ 2,000.00	28.74%
	Subtotal	\$ 70,315.62	\$ 98,323.00	71.51%
	Total Administration	\$ 223,385.41	\$ 311,223.00	71.78%
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	GENERAL - NON DEPARTMENTAL			
7025	Legal Services	\$ 86,167.10	\$ 95,000.00	90.70%
7227	Newsletter Expense	\$ 1,919.95	\$ 3,000.00	64.00%
7029	General Liability Insurance (LGIT)	\$ 25,030.58	\$ 34,419.00	72.72%
7032	Unemployment Compensation	\$ -	\$ 2,000.00	0.00%
7034	Contract - Temp Employees	\$ 1,500.00	\$ 10,000.00	15.00%
7232	Communications Specialist	\$ 5,223.10	\$ 23,400.00	22.32%
7233	Salary - Instructor/Webmaster	\$ 2,580.00	\$ 10,000.00	25.80%
7035	Publications & Subscriptions	\$ 217.66	\$ 600.00	36.28%
7036	Legal Notices	\$ 718.52	\$ 4,000.00	17.96%
7038	Copier - Administration	\$ 4,963.47	\$ 6,000.00	82.72%
7039	Postage - Administration	\$ 519.16	\$ 800.00	64.90%
7040	Internet Acc & Web Page Service	\$ 4,410.28	\$ 6,000.00	73.50%
7041	Office Supplies	\$ 3,811.11	\$ 6,000.00	63.52%
7042	Service Contracts	\$ 2,204.54	\$ 2,500.00	88.18%
7044	Utilities -Municipal Building	\$ 4,155.12	\$ 7,000.00	59.36%
7045	Telephone-Municipal Building	\$ 1,508.02	\$ 3,800.00	39.68%
7046	Community Room/Upgrade & Maint	\$ 342.99	\$ 1,700.00	20.18%
7256	Community Room Rental Expense	\$ 1,990.00	\$ 5,000.00	39.80%
7048	ADP - Payroll Service Charge	\$ 4,785.68	\$ 6,500.00	73.63%
7050	Association Dues	\$ 4,117.09	\$ 4,300.00	95.75%
7193	Bank Service Charges	\$ 308.26	\$ 600.00	51.38%
7198	Cellular Phones	\$ 4,142.66	\$ 4,800.00	86.31%
7350	Office Equipment	\$ 1,579.97	\$ 1,700.00	92.94%
7351	Salary - Healthy Heights Program Manager	\$ 5,280.00	\$ 9,000.00	58.67%
7352	Salary - Sustainability Planner	\$ 18,800.10	\$ 26,000.00	72.31%
7353	Healthy Heights Expense	\$ 753.72	\$ 1,500.00	50.25%
7353	I-Net Dues	\$ 4,076.88	\$ 4,400.00	92.66%
7257	Social Programs	\$ 982.53	\$ 1,500.00	65.50%
	Total Non Departmental	\$ 192,088.49	\$ 281,519.00	68.23%
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	PUBLIC SAFETY			
7054	Salary - Police Chief	\$ 42,287.17	\$ 57,223.00	73.90%
7055	Salary - Police Clerk	\$ 26,237.02	\$ 35,763.00	73.36%
7200	Salary - Deputy Chief	\$ 20,133.67	\$ 27,300.00	73.75%
7057	Salary - Private 1	\$ 29,631.56	\$ 38,313.00	77.34%
7059	Salary - Corporal 1	\$ -	\$ 19,749.00	0.00%
7060	Salary - Private 2	\$ 29,513.90	\$ 38,313.00	77.03%
7061	Salary - Private 3	\$ 29,391.11	\$ 38,313.00	76.71%
7062	Salary - Corporal 2	\$ 32,702.43	\$ 42,749.00	76.50%
7065	Police Overtime	\$ 9,432.66	\$ 15,000.00	62.88%
7056	Salary - Code Enforcement Officer	\$ 25,985.52	\$ 36,428.00	71.33%
7167	Workers Compensation	\$ 72,683.20	\$ 80,196.00	90.63%
7168	Health Insurance	\$ 14,381.06	\$ 18,680.00	76.99%
7169	Life/Disability Insurance	\$ 3,068.48	\$ 5,000.00	61.37%
7170	Retirement	\$ 11,683.37	\$ 17,500.00	66.76%
7171	FICA	\$ 19,234.09	\$ 29,082.00	66.14%
7281	Unemployment Compensation	\$ -	\$ 4,000.00	0.00%
7066	New Uniform Issue-Police	\$ 434.95	\$ 3,000.00	14.50%
7068	Gasoline Expenses-Police	\$ 15,713.14	\$ 25,000.00	62.85%
7069	Vehicle/ Equipment Repair	\$ 29,190.61	\$ 35,700.00	81.77%
7070	Office Supplies	\$ 3,721.75	\$ 5,000.00	74.44%
7073	Communication Equipment (cell phones)	\$ 1,235.71	\$ 2,000.00	61.79%
7074	Law Enforcement Equipment	\$ -	\$ 1,500.00	0.00%
7075	MPTC Training Courses	\$ 235.00	\$ 400.00	58.75%
7076	Supplies & Miscellaneous Expenses	\$ 759.59	\$ 5,000.00	15.19%
7077	Mobile Data Computers	\$ 6,094.86	\$ 8,500.00	71.70%
7175	Surveillance Camera	\$ 1,080.70	\$ 13,000.00	8.31%
7082	Utilities - Police	\$ -	\$ 2,100.00	0.00%
7083	Training/Meetings/Conventions	\$ 1,116.76	\$ 2,500.00	44.67%
7084	Telephone - Police	\$ 2,514.34	\$ 4,200.00	59.87%
7201	Debt Service - New Police Vehicle	\$ -	\$ 15,000.00	0.00%
7176	Police MOU /Attorney Fee	\$ 5,320.00	\$ 6,000.00	88.67%
7203	Communication Equipment	\$ -	\$ 500.00	0.00%
7204	Service Weapons (Firearms & Ammunition)	\$ -	\$ 1,500.00	0.00%
7205	Recruitment Expenses	\$ -	\$ 1,500.00	0.00%
7206	Substance and Physical Testing	\$ 150.00	\$ 500.00	30.00%
7207	Neighborhood Watch Program	\$ -	\$ 300.00	0.00%
	Total Public Safety	\$ 433,932.65	\$ 636,809.00	68.14%
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	PUBLIC WORKS DEPARTMENT			
	ADMINISTRATION			
7107	Part-Time Seasonal	\$ 8,999.11	\$ 9,000.00	99.99%
7085	Crewman 2	\$ 17,490.70	\$ 23,571.00	74.20%
7086	Crewman 1	\$ 15,955.80	\$ 21,428.00	74.46%
7087	PW Lead	\$ 17,227.48	\$ 32,895.00	52.37%
7088	Crewman 3	\$ 15,068.86	\$ 21,428.00	70.32%
7235	PW Director	\$ 41,154.61	\$ 54,060.00	76.13%
7090	Overtime - Public Works	\$ 2,644.07	\$ 3,500.00	75.54%
7098	Uniform Replacement	\$ 173.35	\$ 800.00	21.67%
7101	Telephone	\$ 3,031.11	\$ 5,000.00	60.62%
7102	Health Insurance	\$ 9,853.13	\$ 13,200.00	74.64%
7103	FICA	\$ 8,507.52	\$ 12,700.00	66.99%
7282	Unemployment Compensation	\$ -	\$ 4,000.00	0.00%
7104	Retirement	\$ 5,131.91	\$ 8,300.00	61.83%
7105	Workers Comp	\$ 12,821.50	\$ 14,765.00	86.84%
7106	Life/Disability Insurance	\$ 1,695.35	\$ 2,494.00	67.98%
7260	Substance Testing	\$ 147.50	\$ 500.00	29.50%
7242	PW Training	\$ 1,785.13	\$ 3,400.00	52.50%
	Subtotal	\$ 161,687.13	\$ 231,041.00	69.98%
	BUILDING MAINTENANCE			
7093	Supplies/Misc.	\$ 1,439.92	\$ 3,000.00	48.00%
7096	Janitorial Supplies	\$ 1,737.50	\$ 3,000.00	57.92%
7097	Sm Equipment/PW Bldg Maint-Replacement	\$ 2,327.17	\$ 3,000.00	77.57%
7095	Exterminating	\$ 2,006.41	\$ 2,300.00	87.24%
	Subtotal	\$ 7,511.00	\$ 11,300.00	66.47%
	FLEET MAINTENANCE			
7092	Vehicle Maintenance	\$ 5,496.70	\$ 7,000.00	78.52%
7094	Fuel	\$ 3,345.00	\$ 5,500.00	60.82%
7320	Large Equipment	\$ 8,122.14	\$ 10,000.00	81.22%
	Subtotal	\$ 16,963.84	\$ 22,500.00	75.39%
	PARK MAINTENANCE			
7089	Park Maintenance/Supplies	\$ 1,908.35	\$ 10,000.00	19.08%
	Subtotal	\$ 1,908.35	\$ 10,000.00	19.08%
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	STREET MAINTENANCE			
7099	Street Signs and Street Painting	\$ 681.97	\$ 2,500.00	27.28%
7243	Street Maintenance	\$ 2,097.58	\$ 15,000.00	13.98%
8008	Snow/Tree Removal	\$ 59,413.02	\$ 66,000.00	90.02%
	Subtotal	\$ 62,192.57	\$ 83,500.00	74.48%
	Total Public Works Department	\$ 250,262.89	\$ 358,341.00	69.84%
	SPEED CAMERA			
7300	Administration Fee	\$ 301,997.60	\$ 376,000.00	80.32%
7301	Salary	\$ 10,326.25	\$ 13,000.00	79.43%
7216	Attorney Fees	\$ 893.00	\$ 15,000.00	5.95%
7210	Computers/Software	\$ -	\$ 1,000.00	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	\$ 313,216.85	\$ 423,000.00	74.05%
	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%
7208	IT/Software	\$ -	\$ 500.00	0.00%
7212	Surveillance Cameras	\$ -	\$ 2,400.00	0.00%
	Total	\$ -	\$ 4,900.00	0.00%
	STREET HWY ADMINISTRATION			
8000	Street Repair Project	\$ 20,605.00	\$ 169,459.00	12.16%
	Total	\$ 20,605.00	\$ 169,459.00	12.16%
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	TRASH SERVICES			
8001	Goode Trash Contract	\$ 116,042.85	\$ 154,724.00	75.00%
8002	Refuse Disposal Fees	\$ -	\$ 4,500.00	0.00%
8102	Goode Trash Contract Muncipal Bldg Dumpster	\$ 425.00	\$ 2,500.00	17.00%
	Total Contracted Trash Expenses	\$ 116,467.85	\$ 161,724.00	72.02%
	CAPITAL IMPROVEMENTS			
8012	Sustainable Design Service - Consulting Engineer	\$ -	\$ 10,000.00	0.00%
8018	North Huron Street Reconstruction	\$ 47,428.00	\$ 100,000.00	47.43%
8016	Stormdrain Repair/Reconstruction	\$ -	\$ 10,000.00	0.00%
8020	Annexation Study/Survey	\$ -	\$ 15,000.00	0.00%
8034	Rolph Drive Project	\$ -	\$ 621,581.00	0.00%
8042	Debt Service - Street Improvements	\$ 33,086.26	\$ 42,111.00	78.57%
	Total	\$ 80,514.26	\$ 798,692.00	10.08%
	MUNICIPAL BLDG EXPENSE			
7194	Network System - IT System/Phones	\$ 14,026.65	\$ 15,000.00	93.51%
7195	Computer Room	\$ 220.39	\$ 500.00	44.08%
7196	Furniture	\$ 1,895.00	\$ 2,000.00	94.75%
7223	General Building Repair & Maintenance	\$ 39,530.99	\$ 50,000.00	79.06%
8038	Modoc Building	\$ 24,732.79	\$ 190,000.00	13.02%
	Total	\$ 80,405.82	\$ 257,500.00	31.23%
	STREET LIGHTING			
8006	Street Lighting Expenses	\$ 28,739.32	\$ 38,500.00	74.65%
	Total	\$ 28,739.32	\$ 38,500.00	74.65%
	Special Program Expense			
8009	Tree Releaf Grant	\$ -	\$ 10,000.00	0.00%
8010	Parks and Planning	\$ 10,449.11	\$ 17,500.00	59.71%
8028	Plus 60 Senior Program	\$ 4,987.88	\$ 5,000.00	99.76%
8030	Youth Programs	\$ 1,301.59	\$ 3,000.00	43.39%
8031	Sustainable Forest Heights Planning	\$ 150.00	\$ 1,000.00	15.00%
8032	Economic Development Business	\$ 690.00	\$ 2,000.00	34.50%
8043	5433 Indian Head Highway Purchase	\$ 31,738.48	\$ 40,000.00	79.35%
	Total	\$ 49,317.06	\$ 78,500.00	62.82%
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