

FY 2016 Town of Forest Heights
4th Quarter Report
July 1, 2015 to June 30, 2016

Account ID	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
REVENUES				
TAXES				
6000	Income Taxes	\$ 210,297.62	\$ 190,000.00	110.68%
6001	Real Taxes - Noncommercial	\$ 933,191.07	\$ 922,871.00	101.12%
6100	Real taxes - Commercial	\$ 48,833.87	\$ 54,789.00	89.13%
6003	Utility Taxes	\$ 48,171.22	\$ 40,000.00	120.43%
6005	Tangible Personal Property Taxes	\$ 10,168.07	\$ 13,500.00	75.32%
6007	Interest/Penalty-Town Real Estate Taxes	\$ 8,863.58	\$ 8,000.00	110.79%
6009	Town Services -Trash	\$ 154,724.00	\$ 154,724.00	100.00%
	Subtotals	\$ 1,414,249.43	\$ 1,383,884.00	102.19%
LICENSES & PERMITS				
6017	Rental Permits	\$ 2,550.00	\$ 2,400.00	106.25%
6027	Building Permits	\$ 2,925.00	\$ 1,200.00	243.75%
6076	Occupancy Permits	\$ 175.00	\$ 1,200.00	14.58%
6113	Utility Permits	\$ 1,000.00	\$ 2,000.00	50.00%
	Subtotals	\$ 6,650.00	\$ 6,800.00	97.79%
FEDERAL, STATE AND COUNTY SHARED REVENUES				
6008	GOCCP Grant-State Police Grant	\$ 44,906.00	\$ 42,469.00	105.74%
6023	Highway User Revenue	\$ 67,151.88	\$ 19,150.00	350.66%
6030	Parks & Planning Grant	\$ 17,500.00	\$ 17,500.00	100.00%
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	\$ 48,196.00	\$ 48,027.00	100.35%
6109	MD SHA - Safe Routes to School	\$ -	\$ 211,000.00	0.00%
6110	MD DHCD Community Legacy Grant	\$ -	\$ 190,000.00	0.00%
	Subtotals	\$ 208,004.88	\$ 1,239,231.00	16.78%

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4th Quarter Report
July 1, 2015 to June 30, 2016

Account ID	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	SPECIAL TRASH PICKUP			
6010	Disposal of Tires	\$ -	\$ 100.00	0.00%
6022	Rebates Waste Disposal	\$ 7,996.00	\$ 7,996.00	100.00%
6024	Town Services - Metal Pick-Up	\$ 271.00	\$ 200.00	135.50%
	Subtotals	\$ 8,267.00	\$ 8,296.00	99.65%
	CABLE TV			
6073	Comcast Franchise Fee	\$ 11,320.58	\$ 16,500.00	68.61%
6074	Verizon Franchise Fe	\$ 24,158.04	\$ 30,500.00	79.21%
6075	Verizon Peg Grant	\$ 15,364.51	\$ 19,400.00	79.20%
	Subtotals	\$ 50,843.13	\$ 66,400.00	76.57%
	FINES & FORFEITURES			
6015	Parking Fines/Vehicle Release/Accident Reports	\$ 8,915.00	\$ 10,000.00	89.15%
6026	Grass Cutting	\$ -	\$ 500.00	0.00%
6037	Speed Camera Fund	\$ 805,046.85	\$ 634,000.00	126.98%
6094	Speed Camera Fund - Collections	\$ 146,680.88	\$ 125,000.00	117.34%
6077	Civil Citations	\$ 13,342.53	\$ 5,000.00	266.85%
	Subtotals	\$ 973,985.26	\$ 774,500.00	125.76%
	REVENUES FROM INTEREST INCOME			
6018	Investment Interest Income	\$ 2,416.86	\$ 1,500.00	161.12%
	Subtotals	\$ 2,416.86	\$ 1,500.00	161.12%
	RENTAL INCOME			
6019	Municipal Building Rental	\$ 21,104.01	\$ 10,000.00	211.04%
	Subtotals	\$ 21,104.01	\$ 10,000.00	211.04%

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	OTHER REVEUES			
6021	Miscellaneous	\$ 24,576.48	\$ 300.00	8192.16%
6038.1	Donations - Unrestricted	\$ 750.00	\$ 1,000.00	75.00%
6039	Yard Sale	\$ 559.44	\$ 600.00	93.24%
6040	Newsletter Advertising	\$ 850.00	\$ 300.00	283.33%
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	\$ 1,051.55	\$ 700.00	150.22%
	Subtotals	\$ 35,955.94	\$ 9,000.00	399.51%
	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	\$ 2,721,476.51	\$ 4,285,418.00	63.51%
Account ID				

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	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	EXPENSES			
	ELECTED OFFICIALS			
	TOWN COUNCIL			
7000	Salary - Council	\$ 14,999.76	\$ 15,000.00	100.00%
7001	Service Expense - Council	\$ 1,078.01	\$ 3,500.00	30.80%
7002	Dues/Meetings/Convention - Council	\$ 10,361.03	\$ 10,850.00	95.49%
7228	FICA - Council	\$ 1,147.68	\$ 1,200.00	95.64%
7229	Workers Comp - Council	\$ 231.80	\$ 300.00	77.27%
	Subtotal	\$ 27,818.28	\$ 30,850.00	90.17%
	MAYOR			
7004	Salary - Mayor	\$ 12,000.00	\$ 12,000.00	100.00%
7006	Service Expense - Mayor	\$ 3,683.42	\$ 4,700.00	78.37%
7007	Dues/Meetings/Convention-Mayor	\$ 7,720.64	\$ 8,000.00	96.51%
7005	Employee Appreciation - Mayor	\$ 1,184.35	\$ 2,500.00	47.37%
7197	Event/Meeting Hospitality	\$ 2,406.60	\$ 2,500.00	96.26%
7230	FICA - Mayor	\$ 918.00	\$ 918.00	100.00%
7231	Workers Comp - Mayor	\$ 57.35	\$ 80.00	71.69%
7008	Election Expenses	\$ 953.49	\$ 2,000.00	47.67%
	Subtotal	\$ 28,923.85	\$ 32,698.00	88.46%
	Total Elected Officials	\$ 56,742.13	\$ 63,548.00	89.29%
	TOWN ADMINISTRATION			
	TOWN CLERK			
7009	Salary - Town Clerk	\$ 46,442.39	\$ 48,000.00	96.75%
7011	Training - Town Clerk	\$ 4,249.78	\$ 5,000.00	85.00%
7012	Town Clerk Service Expenses	\$ 206.19	\$ 500.00	41.24%
7014	Town Clerk Dues/Meeting/Convention	\$ 283.81	\$ 500.00	52.76%
7003	Codification	\$ 3,038.00	\$ 6,700.00	45.34%
	Subtotal	\$ 54,200.17	\$ 60,700.00	89.29%
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	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	TOWN ADMINISTRATOR			
7013	Salary-Town Administrator	\$ 70,061.52	\$ 72,000.00	97.31%
7225	Town Administrator Service Expenses	\$ 591.52	\$ 700.00	84.50%
7226	Town Administrator Dues/Meetings/Convention	\$ 150.00	\$ 800.00	18.75%
	Subtotal	\$ 70,803.04	\$ 73,500.00	96.33%
	FINANCE			
7016	Salary - Treasurer	\$ 60,817.40	\$ 62,500.00	97.31%
7018	Treasurer Service Expense	\$ 21.90	\$ 500.00	4.38%
7019	Insurance-Fidelity (Treasurer)	\$ 187.67	\$ 200.00	93.84%
7020	Training - Treasurer	\$ 647.85	\$ 1,500.00	43.19%
7022	Data Auto System/ Upkeep-Treasurer	\$ -	\$ 1,000.00	0.00%
7023	Auditing - Treasurer	\$ 13,000.00	\$ 13,000.00	100.00%
	Subtotal	\$ 74,674.82	\$ 78,700.00	94.89%
	ADMINISTRATIVE			
7015	Office Assistant	\$ 34,981.81	\$ 35,200.00	99.38%
7239	Overtime - Office Assistance	\$ 2,259.16	\$ 2,300.00	98.22%
7127	FICA	\$ 18,781.93	\$ 21,617.00	86.88%
7128	Health Insurance	\$ 19,387.68	\$ 20,200.00	95.98%
7129	Retirement Fund	\$ 11,150.99	\$ 11,385.00	97.94%
7130	Workmen's Compensation Insurance	\$ 2,073.15	\$ 2,181.00	95.06%
7131	Life/Disability Insurance	\$ 2,774.26	\$ 2,940.00	94.36%
7132	Vehicle Repair	\$ -	\$ 300.00	0.00%
7024	Fuel	\$ 342.66	\$ 500.00	68.53%
7224	Training - Administration	\$ 1,453.80	\$ 1,700.00	85.52%
	Subtotal	\$ 93,205.44	\$ 98,323.00	94.80%
	Total Administration	\$ 292,883.47	\$ 311,223.00	94.11%
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	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	GENERAL - NON DEPARTMENTAL			
7025	Legal Services	\$ 108,339.60	\$ 110,000.00	98.49%
7227	Newsletter Expense	\$ 2,441.50	\$ 3,000.00	81.38%
7029	General Liability Insurance (LGIT)	\$ 32,530.33	\$ 34,419.00	94.51%
7032	Unemployment Compensation	\$ -	\$ 2,000.00	0.00%
7034	Contract - Temp Employees	\$ 3,423.00	\$ 10,000.00	34.23%
7232	Communications Specialist	\$ 5,223.10	\$ 8,400.00	62.18%
7233	Salary - Instructor/Webmaster	\$ 3,480.00	\$ 8,000.00	43.50%
7035	Publications & Subscriptions	\$ 217.66	\$ 600.00	36.28%
7036	Legal Notices	\$ 3,124.44	\$ 3,500.00	89.27%
7038	Copier - Administration	\$ 6,053.42	\$ 6,500.00	93.13%
7039	Postage - Administration	\$ 548.54	\$ 800.00	68.57%
7040	Internet Acc & Web Page Service	\$ 4,535.28	\$ 6,000.00	75.59%
7041	Office Supplies	\$ 4,787.00	\$ 6,000.00	79.78%
7042	Service Contracts	\$ 3,905.35	\$ 4,500.00	86.79%
7044	Utilities -Municipal Building	\$ 5,439.49	\$ 7,000.00	77.71%
7045	Telephone-Municipal Building	\$ 1,588.34	\$ 3,800.00	41.80%
7046	Community Room/Upgrade & Maint	\$ 342.99	\$ 1,700.00	20.18%
7256	Community Room Rental Expense	\$ 2,500.00	\$ 3,000.00	83.33%
7048	ADP - Payroll Service Charge	\$ 6,087.19	\$ 6,500.00	93.65%
7050	Association Dues	\$ 4,117.09	\$ 4,300.00	95.75%
7193	Bank Service Charges	\$ 398.66	\$ 600.00	66.44%
7198	Celluar Phones	\$ 5,627.35	\$ 6,500.00	86.57%
7350	Office Equipment	\$ 1,579.97	\$ 1,700.00	92.94%
7351	Salary - Healthy Heights Program Manager	\$ 7,165.00	\$ 9,000.00	79.61%
7352	Salary - Sustainability Planner	\$ 23,754.60	\$ 26,000.00	91.36%
7353	Healthy Heights Expense	\$ 931.80	\$ 1,500.00	62.12%
7353	I-Net Dues	\$ 4,076.88	\$ 4,400.00	92.66%
7257	Social Programs	\$ 1,532.53	\$ 1,800.00	85.14%
	Total Non Departmental	\$ 243,751.11	\$ 281,519.00	86.58%
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	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	PUBLIC SAFETY			
7054	Salary - Police Chief	\$ 55,492.45	\$ 57,223.00	96.98%
7055	Salary - Police Clerk	\$ 34,469.02	\$ 35,763.00	96.38%
7200	Salary - Deputy Chief	\$ 26,435.77	\$ 27,300.00	96.83%
7057	Salary - Private 1	\$ 38,749.46	\$ 39,313.00	98.57%
7059	Salary - Corporal 1	\$ -	\$ 4,249.00	0.00%
7060	Salary - Private 2	\$ 38,788.37	\$ 39,313.00	98.67%
7061	Salary - Private 3	\$ 38,545.85	\$ 39,313.00	98.05%
7062	Salary - Corporal 2	\$ 42,938.63	\$ 43,749.00	98.15%
7065	Police Overtime	\$ 14,068.71	\$ 15,000.00	93.79%
7056	Salary - Code Enforcement Officer	\$ 34,281.52	\$ 36,428.00	94.11%
7167	Workers Compensation	\$ 72,683.20	\$ 79,196.00	91.78%
7168	Health Insurance	\$ 19,692.22	\$ 20,680.00	95.22%
7169	Life/Disability Insurance	\$ 4,086.13	\$ 5,000.00	81.72%
7170	Retirement	\$ 15,312.75	\$ 17,500.00	87.50%
7171	FICA	\$ 25,442.36	\$ 29,082.00	87.48%
7281	Unemployment Compensation	\$ -	\$ 2,000.00	0.00%
7066	New Uniform Issue-Police	\$ 604.93	\$ 3,000.00	20.16%
7068	Gasoline Expenses-Police	\$ 20,585.31	\$ 25,000.00	82.34%
7069	Vehicle/ Equipment Repair	\$ 33,480.16	\$ 35,700.00	93.78%
7070	Office Supplies	\$ 4,660.84	\$ 5,000.00	93.22%
7073	Communication Equipment (cell phones)	\$ 1,501.10	\$ 2,000.00	75.06%
7074	Law Enforcement Equipment	\$ -	\$ 1,500.00	0.00%
7075	MPTC Training Courses	\$ 235.00	\$ 400.00	58.75%
7076	Supplies & Miscellaneous Expenses	\$ 1,523.42	\$ 5,000.00	30.47%
7077	Mobile Data Computers	\$ 7,490.87	\$ 8,500.00	88.13%
7175	Surveillance Camera	\$ 1,414.34	\$ 13,000.00	10.88%
7082	Utilities - Police	\$ -	\$ 2,100.00	0.00%
7083	Training/Meetings/Conventions	\$ 1,878.52	\$ 2,500.00	75.14%
7084	Telephone - Police	\$ 2,583.96	\$ 4,200.00	61.52%
7201	Debt Service - New Police Vehicle	\$ -	\$ 15,000.00	0.00%
7176	Police MOU /Attorney Fee	\$ 5,814.00	\$ 6,000.00	96.90%
7203	Communication Equipment	\$ 12,160.00	\$ 13,000.00	93.54%
7204	Service Weapons (Firearms & Ammunition)	\$ 993.50	\$ 1,500.00	66.23%
7205	Recruitment Expenses	\$ -	\$ 1,000.00	0.00%
7206	Substance and Physical Testing	\$ 912.00	\$ 1,000.00	91.20%
7207	Neighborhood Watch Program	\$ -	\$ 300.00	0.00%
	Total Public Safety	\$ 556,824.39	\$ 636,809.00	87.44%
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	PUBLIC WORKS DEPARTMENT						
	ADMINISTRATION						
7107	Part-Time Seasonal	\$	9,530.11	\$	10,500.00		90.76%
7085	Crewman 2	\$	22,838.46	\$	23,571.00		96.89%
7086	Crewman 1	\$	16,367.80	\$	21,428.00		76.39%
7087	PW Lead	\$	17,227.48	\$	29,395.00		58.61%
7088	Crewman 3	\$	22,028.86	\$	23,428.00		94.03%
7235	PW Director	\$	43,856.41	\$	54,060.00		81.13%
7090	Overtime - Public Works	\$	2,818.07	\$	3,500.00		80.52%
7098	Uniform Replacement	\$	173.35	\$	800.00		21.67%
7101	Telephone	\$	3,239.63	\$	5,000.00		64.79%
7102	Health Insurance	\$	10,406.81	\$	13,200.00		78.84%
7103	FICA	\$	9,711.35	\$	12,700.00		76.47%
7282	Unemployment Compensation	\$	2,340.00	\$	4,000.00		58.50%
7104	Retirement	\$	3,967.45	\$	6,800.00		58.34%
7105	Workers Comp	\$	12,821.50	\$	14,765.00		86.84%
7106	Life/Disability Insurance	\$	1,839.97	\$	2,494.00		73.78%
7260	Substance Testing	\$	147.50	\$	500.00		29.50%
7242	PW Training	\$	3,670.93	\$	4,900.00		74.92%
	Subtotal	\$	182,985.68	\$	231,041.00		79.20%
	BUILDING MAINTENANCE						
7093	Supplies/Misc.	\$	1,469.20	\$	3,000.00		48.97%
7096	Janitorial Supplies	\$	1,900.60	\$	3,000.00		63.35%
7097	Sm Equipment/PW Bldg Maint-Replacement	\$	2,336.28	\$	3,000.00		77.88%
7095	Exterminating	\$	2,185.19	\$	2,300.00		95.01%
	Subtotal	\$	7,891.27	\$	11,300.00		69.83%
	FLEET MAINTENANCE						
7092	Vehicle Maintenance	\$	6,376.36	\$	7,000.00		91.09%
7094	Fuel	\$	4,183.19	\$	5,000.00		83.66%
7320	Large Equipment	\$	10,192.02	\$	10,500.00		97.07%
	Subtotal	\$	20,751.57	\$	22,500.00		92.23%
	PARK MAINTENANCE						
7089	Park Maintenance/Supplies	\$	2,740.36	\$	10,000.00		27.40%
	Subtotal	\$	2,740.36	\$	10,000.00		27.40%
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	STREET MAINTENANCE			
7099	Street Signs and Street Painting	\$ 697.72	\$ 2,500.00	27.91%
7243	Street Maintenance	\$ 9,731.35	\$ 15,000.00	64.88%
8008	Snow/Tree Removal	\$ 60,878.82	\$ 66,000.00	92.24%
	Subtotal	\$ 71,307.89	\$ 83,500.00	85.40%
	Total Public Works Department	\$ 285,676.77	\$ 358,341.00	79.72%
	SPEED CAMERA			
7300	Administration Fee	\$ 411,869.41	\$ 405,250.00	101.63%
7301	Salary	\$ 13,863.75	\$ 14,500.00	95.61%
7216	Attorney Fees	\$ 2,831.00	\$ 3,000.00	94.37%
7210	Computers/Software	\$ -	\$ -	0.00%
7217	Street Signs/Crosswalk Painting	\$ -	\$ -	0.00%
7244	Audit	\$ -	\$ -	0.00%
7214	Other	\$ 250.00	\$ 250.00	100.00%
	Total Direct Speed Camera Cost	\$ 428,814.16	\$ 423,000.00	101.37%
	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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	Account Description	July 2015 - June 2016	FY16 BUDGET	% of BUDGET
	TRASH SERVICES			
8001	Goode Trash Contract	\$ 154,723.80	\$ 154,724.00	100.00%
8002	Refuse Disposal Fees	\$ 380.00	\$ 4,000.00	9.50%
8102	Goode Trash Contract Muncipal Bldg Dumpster	\$ 2,550.00	\$ 3,000.00	85.00%
	Total Contracted Trash Expenses	\$ 157,653.80	\$ 161,724.00	97.48%
	CAPITAL IMPROVEMENTS			
8012	Sustainable Design Service - Consulting Engineer	\$ 516.25	\$ 10,000.00	5.16%
8018	North Huron Street Reconstruction	\$ 48,708.50	\$ 100,000.00	48.71%
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	\$ 82,311.01	\$ 798,692.00	10.31%
	MUNICIPAL BLDG EXPENSE			
7194	Network System - IT System/Phones	\$ 19,815.78	\$ 20,000.00	99.08%
7195	Computer Room	\$ 289.06	\$ 500.00	57.81%
7196	Furniture	\$ 1,895.00	\$ 2,000.00	94.75%
7223	General Building Repair & Maintenance	\$ 45,293.40	\$ 50,000.00	90.59%
8038	Modoc Building	\$ 35,316.78	\$ 185,000.00	19.09%
	Total	\$ 102,610.02	\$ 257,500.00	39.85%
	STREET LIGHTING			
8006	Street Lighting Expenses	\$ 37,576.37	\$ 38,500.00	97.60%
	Total	\$ 37,576.37	\$ 38,500.00	97.60%
	Special Program Expense			
8009	Tree Releaf Grant	\$ -	\$ 10,000.00	0.00%
8010	Parks and Planning	\$ 13,284.11	\$ 17,500.00	75.91%
8028	Plus 60 Senior Program	\$ 5,289.36	\$ 6,000.00	88.16%
8030	Youth Programs	\$ 1,883.86	\$ 3,000.00	62.80%
8031	Sustainable Forest Heights Planning	\$ 1,073.85	\$ 2,000.00	53.69%
8032	Economic Development Business	\$ 690.00	\$ 2,000.00	34.50%
8043	5433 Indian Head Highway Purchase	\$ 31,738.48	\$ 38,000.00	83.52%
	Total	\$ 53,959.66	\$ 78,500.00	68.74%
Account ID				

