

**Town of Highland Beach**  
**Profit & Loss**  
January 30 through February 19, 2022

	<u>Jan 30 - Feb 19, 22</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
County Community Benefit Tax	938.17
Interest Income	4.13
State Personal Income	<u>841.49</u>
<b>Total Income</b>	<u>1,783.79</u>
<b>Gross Profit</b>	1,783.79
<b>Expense</b>	
<b>Payroll</b>	
Town Manager	385.00
Payroll Processing fees	36.05
Payroll Taxes	<u>33.30</u>
<b>Total Payroll</b>	454.35
<b>Administrative</b>	
Administrative-Other	4.99
Administrative-Meetings	<u>19.03</u>
<b>Total Administrative</b>	24.02
<b>Common Areas</b>	
Common Area Maint	<u>1,850.00</u>
<b>Total Common Areas</b>	1,850.00
<b>F. D. Museum</b>	
Electricity	131.61
Telephone/Internet	54.99
Water & Wastewater	<u>30.35</u>
<b>Total F. D. Museum</b>	216.95
<b>Town Hall</b>	
Telephone/Internet	38.59
Water & Wastewater	<u>23.10</u>
<b>Total Town Hall</b>	61.69
<b>Total Expense</b>	<u>2,607.01</u>
<b>Net Ordinary Income</b>	<u>-823.22</u>
<b>Net Income</b>	<u><u>-823.22</u></u>

Town of Highland Beach  
**Balance Sheet**  
As of February 19, 2022

	<u>Feb 19, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CFG Community Bank Money Market	5,069.83
HB Checking Account	10,607.84
HB Savings Account	151,378.18
CFG Community Bank CD #2	<u>272,972.70</u>
Total Checking/Savings	440,028.55
Accounts Receivable	
Interest Receivable	397.87
Accounts Receivable	<u>6,164.33</u>
Total Accounts Receivable	<u>6,562.20</u>
Total Current Assets	446,590.75
Fixed Assets	
Gazebo / Wayman Ave Park	<u>1,849.00</u>
Total Fixed Assets	<u>1,849.00</u>
<b>TOTAL ASSETS</b>	<b><u>448,439.75</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	5,011.45
Retained Earnings	424,482.47
Net Income	<u>18,945.83</u>
Total Equity	<u>448,439.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>448,439.75</u></b>

**Town of Highland Beach  
Transaction Report  
January 30 through February 19, 2022**

Type	Date	Num	Name	Memo	Split	Amount
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>County Community Benefit Tax</b>						
Deposit	02/14/2022		Anne Arundel County (2)	V906 January 2022distribution	HB Savings A...	938.17
Total County Community Benefit Tax						938.17
<b>Interest Income</b>						
Deposit	01/31/2022			Interest	HB Savings A...	4.13
Total Interest Income						4.13
<b>State Personal Income</b>						
Deposit	01/31/2022		State Income Tax (2)	V905 January 2022 distribution	HB Savings A...	841.49
Total State Personal Income						841.49
Total Income						1,783.79
Gross Profit						1,783.79
<b>Expense</b>						
<b>Payroll</b>						
<b>Town Manager</b>						
Check	02/18/2022	ACH	Lisa Scott	January 2022 Payroll L Scott	HB Checking ...	385.00
Total Town Manager						385.00
<b>Payroll Processing fees</b>						
Check	02/18/2022	ACH	Valley Processing, inc.	Vxxxx Monthly Payroll processing fee	HB Checking ...	36.05
Total Payroll Processing fees						36.05
<b>Payroll Taxes</b>						
Check	02/18/2022	ACH	Corporate ACH Tax Impound	Vxxxx Employer FICA & Unemployment	HB Checking ...	33.30
Total Payroll Taxes						33.30
Total Payroll						454.35
<b>Administrative</b>						
<b>Administrative-Other</b>						
Check	01/31/2022	ACH	Bank of America Credit Card	V5237 WINK App 12/5/21-1/4/22	HB Checking ...	4.99
Total Administrative-Other						4.99
<b>Administrative-Meetings</b>						
Check	01/31/2022	ACH	Bank of America Credit Card	V5237 Starbucks - County Exec mtg	HB Checking ...	19.03
Total Administrative-Meetings						19.03
Total Administrative						24.02
<b>Common Areas</b>						
<b>Common Area Maint</b>						
Check	02/03/2022	4691	Marvin's Landscaping, inc.	V5248 Inv 11752 1/28-29 Snow removal and treatment	HB Checking ...	1,850.00
Total Common Area Maint						1,850.00
Total Common Areas						1,850.00
<b>F. D. Museum</b>						
<b>Electricity</b>						
Check	02/01/2022	ACH	BGE- Acct 1008802000	V5245 Account #1008802000	HB Checking ...	131.61
Total Electricity						131.61
<b>Telephone/Internet</b>						
Check	01/31/2022	ACH	Bank of America Credit Card	V5237 Verizon 12/5/21-01/4/22	HB Checking ...	54.99
Total Telephone/Internet						54.99
<b>Water &amp; Wastewater</b>						
Check	02/03/2022	4694	Anne Arundel County	V5250 Bill 23112975 2411-0347-7600-000	HB Checking ...	30.35
Total Water & Wastewater						30.35
Total F. D. Museum						216.95
<b>Town Hall</b>						
<b>Telephone/Internet</b>						
Check	01/31/2022	ACH	Bank of America Credit Card	V5237 Vonage 12/5/2-01/4/22	HB Checking ...	38.59
Total Telephone/Internet						38.59
<b>Water &amp; Wastewater</b>						
Check	02/03/2022	4693	Anne Arundel County	V5249 Bill 23112972 2411-0282-0200-001	HB Checking ...	23.10
Total Water & Wastewater						23.10
Total Town Hall						61.69
Total Expense						2,607.01
Net Ordinary Income						-823.22
<b>Net Income</b>						<b>-823.22</b>