



TOWN OF HIGHLAND BEACH

(INCORPORATED 1922)

3243 WALNUT DRIVE

Highland Beach, Maryland 21403

Telephone (443) 837-5184

MAYOR

Crystal Chissell

TREASURER

Ronald L. Stokes, Sr.

COMMISSIONER

Michele Fuller

John P. Goodloe, Jr.

G. William Hunter

Linda Holmes Newton

October 31, 2025

TREASURER'S REPORT 10/01/25 thru 10/31/25

Cash in Bank

PNC-Checking Account

Beginning Balance	\$ 9,085.98
Deposits	\$ 10,504.77
Checks and other deductions	\$ 10,159.34
Outstanding checks	\$ 8,136.75
Ending Balance as of 10/31/25	\$ 1,294.66

PNC-Money Market Account

Beginning Balance	\$188,028.10
Deposits	\$ 82,626.53
Monthly Interest	\$ 522.40
Checks and other deductions	\$ 10,505.65
Ending Balance as of 10/31/25	\$ 260,671.38

Total Cash in Bank as of 10/31/25 **\$ 261,966.04**

Attachments:

Balance Sheet as of 10/31/25

P&L 7/1/25 10/31/25

Transaction Report 7/1/25 - 10/31/25

Respectfully Submitted by:

Ronald L. Stokes, Sr.

Treasurer, Town of Highland Beach

1:30 PM
11/11/25
Accrual Basis

Town of Highland Beach
Balance Sheet
As of October 31, 2025

	<u>Oct 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
TOHB MONEY MARKET-6596	260,671.38
TOHB CHECKING-6588	1,294.66
Total Checking/Savings	<u>261,966.04</u>
Other Current Assets	
Prepaid / Deposit	1,407.00
Total Other Current Assets	<u>1,407.00</u>
Total Current Assets	<u>263,373.04</u>
TOTAL ASSETS	<u>263,373.04</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	90.00
Total Accounts Payable	<u>90.00</u>
Other Current Liabilities	
Payroll Liabilities	-3.50
Total Other Current Liabilities	<u>-3.50</u>
Total Current Liabilities	<u>86.50</u>
Total Liabilities	86.50
Equity	
Opening Balance Equity	5,011.45
Retained Earnings	253,848.30
Net Income	4,426.79
Total Equity	<u>263,286.54</u>
TOTAL LIABILITIES & EQUITY	<u>263,373.04</u>

1:30 PM
 11/11/25
 Accrual Basis

Town of Highland Beach
Profit & Loss
 July through October 2025

	Jul - Oct 25
Ordinary Income/Expense	
Income	
REVENUE	
Reimbursements	716.19
Interest From Savings	1,942.56
Franchise Fees & Electric Sale	100.00
Income From Permit Fees	60.00
Personal Withholding Income	3,293.44
Highway Revenue	4,483.98
Real Estate Tax Revenue	92,530.36
Total REVENUE	103,126.53
Total Income	103,126.53
Gross Profit	103,126.53
Expense	
CAPITAL EXPENSE	
Shoreline study and design	2,700.00
Bruce Ave Pier Replacement	62,000.00
Total CAPITAL EXPENSE	64,700.00
OPERATING EXPENSES	
Common Areas	
Equipment	119.99
Maintenance	80.00
Groundskeeping	5,643.75
Total Common Areas	5,843.74
Traffic Control	
Cameras	1,600.00
Contract Officers	10,559.75
Total Traffic Control	12,159.75
Roads and Infrastructure	
Street Lights	1,371.75
Total Roads and Infrastructure	1,371.75
Building Maintenance	
Guard Booth	
Utilities	82.88
Total Guard Booth	82.88
Pavilion and Sheds	
Utilities	48.84
Maintenance	105.00
Total Pavilion and Sheds	153.84
FDMCC	
Utilities	599.19
Maintenance	44.03
Total FDMCC	643.22
Town Hall	
Utilities	919.23
Repairs	52.87
Total Town Hall	972.10
Total Building Maintenance	1,852.04
Administrative	
Administrative Contract Service	2,302.75
Supplies	225.37
Membership Dues and Training	726.43
Communications	2,220.30
Insurance	3,662.00

1:30 PM
11/11/25
Accrual Basis

Town of Highland Beach
Profit & Loss
July through October 2025

	<u>Jul - Oct 25</u>
Banking Fees	2.86
Legal	250.00
Payroll Services and Fees	100.00
Accounting Services	2,270.25
Auditing	1,012.50
Total Administrative	<u>12,772.46</u>
Total OPERATING EXPENSES	<u>33,999.74</u>
Total Expense	<u>98,699.74</u>
Net Ordinary Income	<u>4,426.79</u>
Net Income	<u><u>4,426.79</u></u>

**Town of Highland Beach
Transaction Report
July through October 2025**

Type	Date	Num	Name	Memo	Split	Amount
Ordinary Income/Expense						
Income						
REVENUE						
Reimbursements						
Deposit	09/18/2025	143	Venice Beach Citizens Assn	Deposit	TOHB MONE...	716.19
Total Reimbursements						716.19
Interest From Savings						
Deposit	07/31/2025		PNC	Deposit	TOHB MONE...	573.84
Deposit	08/29/2025		PNC	Deposit	TOHB MONE...	409.83
Deposit	09/30/2025		PNC	Deposit	TOHB MONE...	436.49
Deposit	10/31/2025		PNC	Deposit	TOHB MONE...	522.40
Total Interest From Savings						1,942.56
Franchise Fees & Electric Sale						
Deposit	08/29/2025		Sol System LLC	Deposit	TOHB MONE...	50.00
Deposit	09/05/2025	12210...	Verizon (2)	Deposit	TOHB MONE...	677.84
Check	09/10/2025	Debit	PNC	returned deposit item	TOHB MONE...	-677.84
Deposit	09/30/2025		Sol System LLC	Deposit	TOHB MONE...	50.00
Total Franchise Fees & Electric Sale						100.00
Income From Permit Fees						
Deposit	08/06/2025	352		Raymond Hunton	TOHB MONE...	40.00
Deposit	09/25/2025			Deposit	TOHB MONE...	20.00
Total Income From Permit Fees						60.00
Personal Withholding Income						
Deposit	07/31/2025		State Income Tax (2)	Deposit	TOHB MONE...	932.94
General Journal	07/31/2025		State Income Tax (2)	FY25 Reversal	Accounts Rec...	-932.94
Deposit	09/30/2025		State Income Tax	Deposit	TOHB MONE...	272.52
Deposit	10/31/2025		State Income Tax (2)	Deposit	TOHB MONE...	3,020.92
Total Personal Withholding Income						3,293.44
Highway Revenue						
Deposit	07/08/2025		State Highway Administration	Deposit	TOHB MONE...	3,714.02
General Journal	07/08/2025		State Highway Admin (Accrual)	FY25 Reversal	Accounts Rec...	-3,714.02
Deposit	09/08/2025		State Highway Administration	Deposit	TOHB MONE...	4,483.98
Total Highway Revenue						4,483.98
Real Estate Tax Revenue						
Deposit	07/10/2025		Anne Arundel County (2)	Deposit	TOHB MONE...	138.30
General Journal	07/10/2025		Anne Arundel County (2)	FY25 Reversal	Accounts Rec...	-138.30
Deposit	08/11/2025		Anne Arundel County (2)	Deposit	TOHB MONE...	1,381.56
Deposit	09/12/2025		Anne Arundel County (2)	Deposit	TOHB MONE...	11,543.19
Deposit	10/10/2025		Anne Arundel County (2)	Deposit	TOHB MONE...	79,605.61
Total Real Estate Tax Revenue						92,530.36
Total REVENUE						103,126.53
Total Income						103,126.53
Gross Profit						103,126.53
Expense						
CAPITAL EXPENSE						
Shoreline study and design						
Check	10/13/2025	7291	Bay Land Consultants & Designers, Inc.	V5913 Capital expense-shoreline study & design l...	TOHB CHECK...	2,700.00
Total Shoreline study and design						2,700.00
Bruce Ave Pier Replacement						
Check	07/22/2025	7250	Chesapeake Pier and Pile	V5872 Common Areas Replace Bruce Ave Pier	TOHB CHECK...	22,000.00
Check	08/04/2025	7251	Chesapeake Pier and Pile	V5873 Replace Bruce Ave Pier Inv#2552-50% co...	TOHB CHECK...	22,000.00
Check	08/06/2025	7254	Chesapeake Pier and Pile	V5874 Replace Bruce Ave Pier Inv#2553-FINAL P...	TOHB CHECK...	0.00
Check	08/11/2025	7254	Chesapeake Pier and Pile	V5875 Replace Bruce Ave Pier Inv#2553-FINAL P...	TOHB CHECK...	18,000.00
Check	08/12/2025	7255	Chesapeake Pier and Pile	V5875 Replace Bruce Ave Pier Inv#2553-FINAL P...	TOHB CHECK...	18,000.00
Deposit	08/12/2025	7254		ck#7254 reversed	TOHB CHECK...	-18,000.00
Total Bruce Ave Pier Replacement						62,000.00
Total CAPITAL EXPENSE						64,700.00
OPERATING EXPENSES						
Common Areas						
Equipment						
Check	08/11/2025	Debit	Amazon	Vxxxx Common Areas Ramp for Bruce Ave Pier	TOHB CHECK...	119.99
Total Equipment						119.99
Maintenance						
Check	09/16/2025	7286	Donald Brown	V5908 Replace Beach Front fencerailings	TOHB CHECK...	0.00
Check	09/16/2025	7287	Donald Brown	V5908 Replace Beach Front fencerailings	TOHB CHECK...	80.00
Total Maintenance						80.00
Groundskeeping						
Check	07/12/2025	7243	Marvin's Landscaping, Inc.	V5867 Common Area - Groundskeeping	TOHB CHECK...	1,881.25
General Journal	07/12/2025		Marvin's Landscaping, Inc.	FY25 Reversal	Accounts Paya...	-1,881.25
Check	08/13/2025	7265	Marvin's Landscaping, Inc.	V5886 Common Area - Groundskeeping	TOHB CHECK...	1,881.25
Check	09/16/2025	7285	Marvin's Landscaping, Inc.	V5907 Common Area - Groundskeeping	TOHB CHECK...	1,881.25
Check	10/13/2025	7302	Marvin's Landscaping, Inc.	V5924 Common Area - Groundskeeping Inv#3452	TOHB CHECK...	1,881.25
Total Groundskeeping						5,643.75

Type	Date	Num	Name	Memo	Split	Amount
Total Common Areas						5,843.74
Traffic Control						
Cameras						
Check	07/12/2025	7234	Smart Security Pros LLC	V5858 Traffic Control - Security Camera Inv#112415	TOHB CHECK...	400.00
Check	08/13/2025	7257	Smart Security Pros LLC	V5877 Traffic Control - Security Camera Inv#112999	TOHB CHECK...	400.00
Check	09/16/2025	7276	Smart Security Pros LLC	V5898 Traffic Control - Security Camera Inv#114092	TOHB CHECK...	400.00
Check	10/13/2025	7293	Smart Security Pros LLC	V5915 Traffic Control - Security Camera Inv#114472	TOHB CHECK...	400.00
Total Cameras						1,600.00
Contract Officers						
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/6	TOHB CHECK...	138.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/7	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/8	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/13	TOHB CHECK...	138.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5856 Traffic Control 6/14	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/15	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/19	TOHB CHECK...	672.75
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/20	TOHB CHECK...	138.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/21	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/22	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/27	TOHB CHECK...	138.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/28	TOHB CHECK...	276.00
Check	07/12/2025	7248	Coleshire Security Services LLC	V5871 Traffic Control 6/29	TOHB CHECK...	276.00
General Journal	07/12/2025		Coleshire Security Services LLC	FY 25 Reversal	Accounts Paya...	-3,342.75
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/4	TOHB CHECK...	828.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/5	TOHB CHECK...	345.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/6	TOHB CHECK...	345.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/11	TOHB CHECK...	207.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/12	TOHB CHECK...	345.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/13	TOHB CHECK...	327.75
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/18	TOHB CHECK...	207.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/19	TOHB CHECK...	345.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/20	TOHB CHECK...	275.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/25	TOHB CHECK...	207.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/26	TOHB CHECK...	345.00
Check	08/13/2025	7269	Coleshire Security Services LLC	V5890 Traffic Control 7/27	TOHB CHECK...	345.00
Check	09/16/2025	7289	Coleshire Security Services LLC	V5911 Traffic Control Inv#25-8003 8/1-9/7	TOHB CHECK...	6,348.00
Total Contract Officers						10,559.75
Total Traffic Control						12,159.75
Roads and Infrastructure						
Street Lights						
Check	07/12/2025	7240	BGE- Acct 2613110000	V5864 BGE- Acct 2613110000	TOHB CHECK...	457.25
General Journal	07/12/2025		BGE- Acct 2613110000	FY25 Reversal	Accounts Paya...	-457.25
Check	08/13/2025	7262	BGE- Acct 2613110000	V5883 BGE- Acct 2613110000	TOHB CHECK...	457.25
Check	09/16/2025	7282	BGE- Acct 2613110000	V5904 BGE- Acct 2613110000	TOHB CHECK...	457.25
Check	10/13/2025	7299	BGE- Acct 2613110000	V5921 BGE- Acct 2613110000	TOHB CHECK...	457.25
Total Street Lights						1,371.75
Total Roads and Infrastructure						1,371.75
Building Maintenance						
Guard Booth						
Utilities						
Check	07/12/2025	7236	BGE- Acct 2328530000	V5861- BGE- Acct 2328530000	TOHB CHECK...	0.00
Check	07/12/2025	7237	BGE- Acct 2328530000	V5861- BGE- Acct 2328530000	TOHB CHECK...	29.20
General Journal	07/12/2025		BGE- Acct 2328530000	FY25 Reversal	Accounts Paya...	-29.20
Check	08/13/2025	7259	BGE- Acct 2328530000	V5880- BGE- Acct 2328530000	TOHB CHECK...	28.91
Check	09/16/2025	7279	BGE- Acct 2328530000	V5901- BGE- Acct 2328530000	TOHB CHECK...	27.95
Check	10/13/2025	7296	BGE- Acct 2328530000	V5918- BGE- Acct 2328530000	TOHB CHECK...	26.02
Total Utilities						82.88
Total Guard Booth						82.88
Pavilion and Sheds						
Utilities						
Check	07/12/2025	7239	BGE-Acct 1747131000	V5863 BGE - Acct 1747131000	TOHB CHECK...	16.28
General Journal	07/12/2025		BGE-Acct 1747131000	FY25 Reversal	Accounts Paya...	-16.28
Check	08/13/2025	7261	BGE-Acct 1747131000	V5882 BGE - Acct 1747131000	TOHB CHECK...	16.28
Check	09/16/2025	7281	BGE-Acct 1747131000	V5903 BGE - Acct 1747131000	TOHB CHECK...	16.28
Check	10/13/2025	7298	BGE-Acct 1747131000	V5920 BGE - Acct 1747131000	TOHB CHECK...	16.28
Total Utilities						48.84
Maintenance						
Check	09/16/2025	7275	J.T.'s Fire Extinguisher Service, Inc.	V5896 Fire Extinguisher Service Inv#10707	TOHB CHECK...	105.00
Total Maintenance						105.00
Total Pavilion and Sheds						153.84
FDMCC						
Utilities						
Check	07/12/2025	7235	BGE- Acct 1008802000	V5860- BGE- Acct 1008802000	TOHB CHECK...	87.30
Check	07/12/2025	7249	BGE- Acct 1008802000	V5860- BGE- Acct 1008802000	TOHB CHECK...	0.00
General Journal	07/12/2025		BGE- Acct 1008802000	FY25 Reversal	Accounts Paya...	-87.30
Check	08/13/2025	7258	BGE- Acct 1008802000	V5879- BGE- Acct 1008802000	TOHB CHECK...	127.41
Check	08/13/2025	7271	Anne Arundel County	V5892 Solid Waste acct# 2411-0347-7600 Bill#50...	TOHB CHECK...	426.00
Check	08/13/2025	7272	Anne Arundel County	V5895 Solid Waste acct# 2411-0347-7600-000 Bill...	TOHB CHECK...	21.00
Check	09/16/2025	7278	BGE- Acct 1008802000	V5900- BGE- Acct 1008802000	TOHB CHECK...	10.79

Type	Date	Num	Name	Memo	Split	Amount
Check	10/13/2025	7295	BGE- Acct 1008802000	V5917- BGE- Acct 1008802000	TOHB CHECK...	13.99
	Total Utilities					599.19
	Maintenance					
Check	10/13/2025	7304	B&B Air Conditioning & Heating Service Co	V5926 Maintenance FD Museum Inv#112164	TOHB CHECK...	44.03
	Total Maintenance					44.03
	Total FDMCC					643.22
	Town Hall					
	Utilities					
Check	07/12/2025	Debit	Vonage	V5859 TH elavator telephone June 2025	TOHB CHECK...	9.11
Check	07/12/2025	7238	BGE-Acct 3464671000	V5862- BGE-Acct 3464671000	TOHB CHECK...	119.38
General Journal	07/12/2025		Vonage	FY25 Reversal	Accounts Paya...	-9.11
General Journal	07/12/2025		BGE-Acct 3464671000	FY25 Reversal	Accounts Paya...	-119.38
Check	07/21/2025	Debit	Ring Protect Plus	Vxxx Ring Camera	TOHB CHECK...	105.99
Check	08/05/2025	Debit	Vonage	V5878 TH elavator telephone July 2025	TOHB CHECK...	9.15
Check	08/13/2025	7260	BGE-Acct 3464671000	V5881- BGE-Acct 3464671000	TOHB CHECK...	134.13
Check	08/13/2025	7263	Kings III of America, LLC	V5884 Town Hall Utilities Inv#3130887	TOHB CHECK...	34.94
Check	08/13/2025	7267	Arundel Gas & Water Conditioning Co.	V5888 Town Hall - Utilities	TOHB CHECK...	44.00
Check	08/13/2025	7273	Anne Arundel County	V5894 Solid Waste acct# 2411-0282-0200-001 Bill...	TOHB CHECK...	21.00
Check	09/16/2025	7280	BGE-Acct 3464671000	V5902- BGE-Acct 3464671000	TOHB CHECK...	107.03
Check	09/16/2025	7283	Kings III of America, LLC	V5905 Town Hall Utilities Inv#3130887	TOHB CHECK...	49.91
Check	10/13/2025	7297	BGE-Acct 3464671000	V5919- BGE-Acct 3464671000	TOHB CHECK...	90.95
Check	10/13/2025	7300	Kings III of America, LLC	V5922 Town Hall Utilities Inv#3187590	TOHB CHECK...	49.91
Check	10/13/2025	7306	Arundel Gas & Water Conditioning Co.	V5928 Town Hall - Utilities INV#IVC00000735831	TOHB CHECK...	272.22
	Total Utilities					919.23
	Repairs					
Check	09/16/2025	7286	Donald Brown	Common Areas Materials	TOHB CHECK...	0.00
Check	09/16/2025	7287	Donald Brown	Common Areas Materials	TOHB CHECK...	52.87
	Total Repairs					52.87
	Total Town Hall					972.10
	Total Building Maintenance					1,852.04
	Administrative					
	Administrative Contract Service					
Check	07/12/2025	7241	Donald Brown	V5865 Inspect Town Hall & Museum	TOHB CHECK...	80.00
Check	07/12/2025	7241	Donald Brown	V5865 Remove Welcome Sign	TOHB CHECK...	80.00
Check	07/12/2025	7241	Donald Brown	V5865 remove small pier signs and install new sign	TOHB CHECK...	80.00
Check	07/12/2025	7241	Donald Brown	V5865 Spot painting Town Hall	TOHB CHECK...	80.00
Check	07/12/2025	7242	Felton Smith	V5866 Open/close pavillion, Maintain beach chairs	TOHB CHECK...	136.00
Check	07/12/2025	7246	Jerilyn D. Pope	V5870 Adm Contract Services Inv#20250630	TOHB CHECK...	776.25
General Journal	07/12/2025		Donald Brown	FY25 Reversal	Accounts Paya...	-320.00
General Journal	07/12/2025		Felton Smith	FY25 Reversal	Accounts Paya...	-136.00
General Journal	07/12/2025		Jerilyn D. Pope	FY25 Reversal	Accounts Paya...	-776.25
Check	08/13/2025	7264	Felton Smith	V5885 Open/close pavillion, Maintain beach chairs	TOHB CHECK...	248.00
Check	08/13/2025	7268	Jerilyn D. Pope	V5889 Adm Contract Services Inv#20250731	TOHB CHECK...	270.00
Check	09/16/2025	7284	Felton Smith	V5905 Open/close pavillion, Maintain beach chairs	TOHB CHECK...	248.00
Check	09/16/2025	7286	Donald Brown	V5908 Search for Town Hall water shut off valve	TOHB CHECK...	0.00
Check	09/16/2025	7286	Donald Brown	V5908 Inspect buildings, drains, small pier, Langst...	TOHB CHECK...	0.00
Check	09/16/2025	7286	Donald Brown	V5908 Reroute museum drain away from Langston...	TOHB CHECK...	0.00
Check	09/16/2025	7287	Donald Brown	V5908 Search for Town Hall water shut off valve	TOHB CHECK...	120.00
Check	09/16/2025	7287	Donald Brown	V5908 Inspect buildings, drains, small pier, Langst...	TOHB CHECK...	80.00
Check	09/16/2025	7287	Donald Brown	V5908 Reroute museum drain away from Langston...	TOHB CHECK...	80.00
Check	09/16/2025	7288	Jerilyn D. Pope	V5910 Adm Contract Services Inv#20250831	TOHB CHECK...	225.00
Check	10/13/2025	7301	Felton Smith	V5923 Open/close pavillion, Maintain beach chairs	TOHB CHECK...	248.00
Check	10/13/2025	7303	Donald Brown	V5925 Elavator phone inspection	TOHB CHECK...	80.00
Check	10/13/2025	7303	Donald Brown	V5925 Meet contractor at museum for downspout i...	TOHB CHECK...	80.00
Check	10/13/2025	7303	Donald Brown	V5925 Museum downspout repair/TH HVAC inspe...	TOHB CHECK...	320.00
Check	10/13/2025	7305	Jerilyn D. Pope	V5927 Adm Contract Services Inv#20250930	TOHB CHECK...	303.75
	Total Administrative Contract Service					2,302.75
	Supplies					
Check	08/14/2025	Debit	Amazon	Vxxx Admin Supplies Printer Cartridge	TOHB CHECK...	119.38
Check	10/14/2025	Debit	Microsoft	Vxxx Admin-supplies	TOHB CHECK...	105.99
	Total Supplies					225.37
	Membership Dues and Training					
Check	08/13/2025	7266	Crystal Chissell	V5887 Administrative Supplies	TOHB CHECK...	126.43
Check	08/13/2025	7270	Maryland Municipal League	V5890	TOHB CHECK...	600.00
	Total Membership Dues and Training					726.43
	Communications					
Check	08/18/2025	Debit	EIG Constant Contact	V5719 EIG Constant Contact	TOHB CHECK...	105.60
Check	10/13/2025	7294	Catalis Public Works & Engagement	V5916 Website Inv#308359919	TOHB CHECK...	2,114.70
	Total Communications					2,220.30
	Insurance					
Check	07/12/2025	7244	LGIT (Local Government Insurance Trust)	V5868 Insurance Premium Inv#125602	TOHB CHECK...	3,775.00
Deposit	08/12/2025	63187...	Chesapeake Employer's Insurance	Dividend	TOHB MONE...	-113.00
	Total Insurance					3,662.00
	Banking Fees					
Check	07/01/2025	Debit	PNC	Service Charge	TOHB MONE...	0.88
Check	08/01/2025	Debit	PNC	Service Charge	TOHB MONE...	0.66
Deposit	08/12/2025		PNC	return of service charge	TOHB CHECK...	-36.00
Check	08/12/2025	Debit	PNC	Overdraft Fee	TOHB CHECK...	36.00

Type	Date	Num	Name	Memo	Split	Amount
Check	09/02/2025	Debit	PNC	Service Charge	TOHB MONE...	0.44
Check	10/01/2025	Debit	PNC	Vxxx Bank service fee	TOHB MONE...	0.88
Total Banking Fees						2.86
Legal						
Check	07/12/2025	7245	Alexander & Cleaver	V5869 Legal Services Inv#10639-00000-75300 JAD	TOHB CHECK...	1,050.00
General Journal	07/12/2025		Alexander & Cleaver	FY25 Reversal	Accounts Paya...	-1,050.00
Check	09/16/2025	7290	Alexander & Cleaver	V5912 Legal Services Inv#10639-00000-75475 JAD	TOHB CHECK...	250.00
Total Legal						250.00
Payroll Services and Fees						
Check	07/09/2025	Debit	Valley Processing, Inc.	Vxxx quarterly filing	TOHB CHECK...	100.00
General Journal	07/09/2025		Valley Processing, Inc.	FY25 Reversal	Accounts Paya...	-100.00
Check	10/09/2025	Debit	Valley Processing, Inc.	Vxxx quarterly filing	TOHB CHECK...	100.00
Total Payroll Services and Fees						100.00
Accounting Services						
Check	07/11/2025	7233	Ronald L. Stokes, Sr.	V5857 Admin Accounting June 2025 Inv#HBT22	TOHB CHECK...	596.25
General Journal	07/11/2025		Ronald L. Stokes, Sr.	FY25 Reversal	Accounts Paya...	-596.25
Check	08/13/2025	7256	Ronald L. Stokes, Sr.	V5876 Admin Accounting July 2025 Inv#HBT23	TOHB CHECK...	492.75
Check	09/02/2025	7274	Ronald L. Stokes, Sr.	V5897 Admin Accounting August 2025 Inv#HBT24	TOHB CHECK...	1,147.50
Check	10/13/2025	7292	Ronald L. Stokes, Sr.	V5914 Admin Accounting September 2025 Inv#HB...	TOHB CHECK...	630.00
Total Accounting Services						2,270.25
Auditing						
Check	09/16/2025	7277	Lindsey & Associates, LLC	V5899 Administrative Auditing UFR	TOHB CHECK...	1,012.50
Total Auditing						1,012.50
Total Administrative						12,772.46
Total OPERATING EXPENSES						33,999.74
Total Expense						98,699.74
Net Ordinary Income						4,426.79
Net Income						4,426.79