

Town of Highland Beach
Profit & Loss
 March 26 through April 22, 2023

	Mar 26 - Apr 22, 23
Ordinary Income/Expense	
Income	
Grant	10,000.00
Interest Income	5.08
State Personal Income	613.26
Total Income	10,618.34
Gross Profit	10,618.34
Expense	
Payroll	
Town Manager	770.00
Payroll Processing fees	72.10
Payroll Taxes	66.60
Total Payroll	908.70
Administrative	
Administrative-Accounting	636.58
Administrative-Other	4.99
Administrative - Legal	600.83
Total Administrative	1,242.40
Bank Charge	0.45
Common Areas	
Capital Exp - Gazebo/Wayman	28,994.95
Utilities	276.61
Common Area Maint	20,080.00
Misc.	1,123.36
Pier, Fence, Shed, Repairs	585.00
Total Common Areas	51,059.92
F. D. Museum	
Electricity	88.71
Repair & Maintenance	241.85
Telephone/Internet	54.99
Total F. D. Museum	385.55
Roads	
Street Lights	382.96
Utilities	15.16
Total Roads	398.12
Town Hall	
Bldg & grounds maintenance	1,859.69
Electricity/Gas	14.25
Misc	1,094.33
Telephone/Internet	67.22
Total Town Hall	3,035.49
Total Expense	57,030.63
Net Ordinary Income	-46,412.29
Net Income	-46,412.29

Town of Highland Beach
Balance Sheet
As of April 22, 2023

	<u>Apr 22, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
HB Checking Account	-3,124.21
HB Savings Account	157,299.86
Total Checking/Savings	<u>154,175.65</u>
Accounts Receivable	
Accounts Receivable	6,164.33
Total Accounts Receivable	<u>6,164.33</u>
Other Current Assets	
Prepaid / Deposit	1,407.00
Total Other Current Assets	<u>1,407.00</u>
Total Current Assets	<u>161,746.98</u>
TOTAL ASSETS	<u>161,746.98</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
ARP - Fed CLFRF	61,151.69
Total Other Current Liabilities	<u>61,151.69</u>
Total Current Liabilities	<u>61,151.69</u>
Total Liabilities	61,151.69
Equity	
Opening Balance Equity	5,011.45
Retained Earnings	332,647.01
Net Income	-237,063.17
Total Equity	<u>100,595.29</u>
TOTAL LIABILITIES & EQUITY	<u>161,746.98</u>

**Town of Highland Beach
Transaction Report
March 26 through April 22, 2023**

Type	Date	Num	Name	Memo	Split	Amount
Ordinary Income/Expense						
Income						
Grant						
Deposit	03/28/2023		Anne Arundel County (2)	Vxxx Solar panel and battery - Pavilion	HB Savings ...	10,000.00
Total Grant						10,000.00
Interest Income						
Deposit	03/31/2023			Interest	HB Savings ...	5.08
Total Interest Income						5.08
State Personal Income						
Deposit	03/31/2023		State Income Tax (2)	Vxxx March 2023 distribution	HB Savings ...	613.26
Total State Personal Income						613.26
Total Income						10,618.34
Gross Profit						
						10,618.34
Expense						
Payroll						
Town Manager						
Check	03/27/2023	ACH	Lisa Scott	February 2023 Payroll L Scott	HB Checking...	350.00
Check	04/20/2023	ACH	Lisa Scott	March 2023 Payroll L Scott	HB Checking...	420.00
Total Town Manager						770.00
Payroll Processing fees						
Check	03/27/2023		Valley Processing, Inc.	Vxxx Monthly Payroll processing fee	HB Checking...	36.05
Check	04/20/2023	ACH	Valley Processing, Inc.	March 2023 Monthly Payroll processing fee	HB Checking...	36.05
Total Payroll Processing fees						72.10
Payroll Taxes						
Check	03/27/2023		Corporate ACH Tax Impound	Feb 2023 employer FICA & Unemployment	HB Checking...	30.27
Check	04/20/2023	ACH	Corporate ACH Tax Impound	March 2023 employer FICA & Unemployment	HB Checking...	36.33
Total Payroll Taxes						66.60
Total Payroll						908.70
Administrative						
Administrative-Accounting						
Check	04/17/2023	4823	Tina H Smith	V5450 Accounting Svc Jan-Mar 2023 Inv 187	HB Checking...	636.58
Total Administrative-Accounting						636.58
Administrative-Other						
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Wink	HB Checking...	4.99
Total Administrative-Other						4.99
Administrative - Legal						
Check	04/06/2023	4822	Law Office of Midgett S. Parker, P.A.	V5444 Inv 10296 March 2023	HB Checking...	578.33
Check	04/06/2023	4817	Law Office of Kevin J Best	V5445 Inv 2205	HB Checking...	22.50
Total Administrative - Legal						600.83
Total Administrative						1,242.40
Bank Charge						
Check	03/31/2023			Service Charge	HB Checking...	0.01
Check	03/31/2023			Service Charge	HB Savings ...	0.44
Total Bank Charge						0.45
Common Areas						
Capital Exp - Gazebo/Wayman						
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Fifthroom gazebo	HB Checking...	1,223.75
Check	04/06/2023	4818	Fifthroom.com	V5447 final pmt Gazebo/Pavilion (Grant funded)	HB Checking...	27,771.20
Total Capital Exp - Gazebo/Wayman						28,994.95
Utilities						
Check	03/27/2023	ACH	BGE-Acct 1747131000	V5437 BGE - 1747131000	HB Checking...	15.27
Check	04/06/2023	4820	Comcast	V5448 Internet / Pavilion	HB Checking...	261.34
Total Utilities						276.61
Common Area Maint						
Check	03/31/2023	4815	Innovative Signs	V5442 Engraved plaques	HB Checking...	20,080.00
Total Common Area Maint						20,080.00
Misc.						
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Amazon Mailboxes	HB Checking...	923.36
Check	03/31/2023	4814	Feiton Smith	V5441 Mailbox Replacement	HB Checking...	200.00
Total Misc.						1,123.36
Pier, Fence, Shed, Repairs						
Check	03/31/2023	4816	Fetch LLC	V5443 Variance Procedure Permit acq 50% Deposit	HB Checking...	585.00
Total Pier, Fence, Shed, Repairs						585.00
Total Common Areas						51,059.92
F. D. Museum						
Electricity						
Check	04/03/2023	ACH	BGE- Acct 1008802000	V5439 Account #1008802000	HB Checking...	88.71
Total Electricity						88.71
Repair & Maintenance						

Type	Date	Num	Name	Memo	Split	Amount
Check	04/06/2023	4819	Preferred Elevator Company	V5448 Inv 15194 Elevator Repair	HB Checking...	241.85
			Total Repair & Maintenance			241.85
			Telephone/Internet			
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Verizon 2/5/23-3/4/2023	HB Checking...	54.99
			Total Telephone/Internet			54.99
			Total F. D. Museum			385.55
			Roads			
			Street Lights			
Check	04/21/2023	ACH	BGE- Acct 2613110000	V5451 Account 2613110000	HB Checking...	382.96
			Total Street Lights			382.96
			Utilities			
Check	03/27/2023	ACH	BGE- Acct 2328530000	V5438 BGE - 2328530000	HB Checking...	15.16
			Total Utilities			15.16
			Total Roads			398.12
			Town Hall			
			Bldg & grounds maintenance			
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Arundel Cooling & Heating	HB Checking...	1,104.00
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Amazon Filter	HB Checking...	132.45
Check	04/06/2023	4819	Preferred Elevator Company	V5448 Inv 15194 Elevator Inspection	HB Checking...	473.24
Check	04/06/2023	4821	Bay State Elevator Inspections	V5449 Witness Annual Test	HB Checking...	150.00
			Total Bldg & grounds maintenance			1,859.69
			Electricity/Gas			
Check	03/27/2023	ACH	BGE-Acct 3464671000	Vxxxx Town Hall Electricity	HB Checking...	14.25
			Total Electricity/Gas			14.25
			Misc			
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 W.L. Staton Plumbing repair	HB Checking...	1,094.33
			Total Misc			1,094.33
			Telephone/Internet			
Check	03/31/2023	ACH	Bank of America Credit Card	V5435 Vonage 2/5/23-3/4/23	HB Checking...	67.22
			Total Telephone/Internet			67.22
			Total Town Hall			3,035.49
			Total Expense			57,030.63
			Net Ordinary Income			-46,412.29
			Net Income			-46,412.29