

**Town of Highland Beach**  
**Balance Sheet**  
 As of January 21, 2023

	<b>Jan 21, 23</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
CFG Community Bank Money Market	-9.94
HB Checking Account	-44,229.23
HB Savings Account	242,870.03
<b>Total Checking/Savings</b>	198,630.86
<b>Accounts Receivable</b>	
Accounts Receivable	10,227.33
<b>Total Accounts Receivable</b>	10,227.33
<b>Other Current Assets</b>	
Prepaid / Deposit	1,407.00
<b>Total Other Current Assets</b>	1,407.00
<b>Total Current Assets</b>	210,265.19
<b>TOTAL ASSETS</b>	<b>210,265.19</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
ARP - Fed CLFRF	61,151.69
<b>Total Other Current Liabilities</b>	61,151.69
<b>Total Current Liabilities</b>	61,151.69
<b>Total Liabilities</b>	61,151.69
<b>Equity</b>	
Opening Balance Equity	5,011.45
Retained Earnings	332,647.01
Net Income	-188,544.96
<b>Total Equity</b>	149,113.50
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>210,265.19</b>

**Town of Highland Beach**  
**Profit & Loss**  
 December 18, 2022 through January 21, 2023

	<u>Dec 18, '22 - Jan 21, 23</u>
Ordinary Income/Expense	
Income	
Interest Income	6.18
Total Income	6.18
Gross Profit	6.18
Expense	
Payroll	
Town Manager	735.00
Payroll Processing fees	72.10
Payroll Taxes	63.58
Total Payroll	870.68
Administrative	
Administrative-Accounting	1,170.00
Administrative-Other	3.74
Administrative-Govt Ops	710.00
Total Administrative	1,883.74
Bank Charge	0.28
Common Areas	
Utilities	14.84
Common Area Maint	17,085.18
Total Common Areas	17,100.02
F. D. Museum	
Electricity	96.80
Repair & Maintenance	1,736.00
Telephone/Internet	54.99
Water & Wastewater	2.80
Total F. D. Museum	1,890.59
Roads	
Street Lights	370.20
Utilities	14.70
Total Roads	384.90
Town Hall	
Bldg & grounds maintenance	145.00
Electricity/Gas	15.45
Furniture and Equipment	1,505.19
Telephone/Internet	24.66
Water & Wastewater	2.10
Total Town Hall	1,692.40
Total Expense	23,822.61
Net Ordinary Income	-23,816.43
Net Income	-23,816.43

**Town of Highland Beach  
Transaction Report**

December 18, 2022 through January 21, 2023

Type	Date	Num	Name	Memo	Split	Amount
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Interest Income</b>						
Deposit	12/31/2022			Interest	HB Savings ...	6.18
Total Interest Income						6.18
Total Income						6.18
<b>Expense</b>						
<b>Payroll</b>						
<b>Town Manager</b>						
Check	12/20/2022	ACH	Lisa Scott	Nov 2022 Payroll L Scott	HB Checking ...	385.00
Check	01/20/2023	ACH	Lisa Scott	Dec 2022 Payroll L Scott	HB Checking ...	350.00
Total Town Manager						735.00
<b>Payroll Processing fees</b>						
Check	12/20/2022	ACH	Valley Processing, Inc.	Vxxx Monthly Payroll processing fee	HB Checking...	36.05
Check	01/20/2023	ACH	Valley Processing, Inc.	Vxxx Monthly Payroll processing fee	HB Checking ...	36.05
Total Payroll Processing fees						72.10
<b>Payroll Taxes</b>						
Check	12/20/2022	ACH	Corporate ACH Tax Impound	xxx employer FICA & Unemployment	HB Checking...	33.30
Check	01/20/2023	ACH	Corporate ACH Tax Impound	xxx employer FICA & Unemployment	HB Checking...	30.28
Total Payroll Taxes						63.58
Total Payroll						870.68
<b>Administrative</b>						
<b>Administrative-Accounting</b>						
Check	01/09/2023	4801	Tina H Smith	V5416 Accounting Svc Oct-Dec 2022 Inv 182	HB Checking...	1,170.00
Total Administrative-Accounting						1,170.00
<b>Administrative-Other</b>						
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Wink	HB Checking...	3.74
Total Administrative-Other						3.74
<b>Administrative-Govt Ops</b>						
Check	01/12/2023	4802	Chesapeake Ecology Center	V5414 2023-HB1 Website svc July - Sept 2022	HB Checking...	355.00
Check	01/12/2023	4802	Chesapeake Ecology Center	V5414 2023-HB1 Website svc Oct - Dec 2022	HB Checking...	355.00
Total Administrative-Govt Ops						710.00
Total Administrative						1,883.74
<b>Bank Charge</b>						
Check	12/31/2022			Service Charge	HB Savings ...	0.28
Total Bank Charge						0.28
<b>Common Areas</b>						
<b>Utilities</b>						
Check	12/27/2022	ACH	BGE-Acct 1747131000	V5408 BGE - 1747131000	HB Checking...	14.84
Total Utilities						14.84
<b>Common Area Maint</b>						
Check	12/22/2022	4797	Marvin's Landscaping, Inc.	V5411 Inv 12632 Nov 2022 Landscape	HB Checking...	1,155.00
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Electrical panels pavilion	HB Checking...	105.99
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Electrical panels pavilion	HB Checking...	74.19
Check	01/09/2023	4800	Marvin's Landscaping, Inc.	V5415 Inv 12663 Lake Ave Rain Garden Landscape	HB Checking...	15,750.00
Total Common Area Maint						17,085.18
Total Common Areas						17,100.02
<b>F. D. Museum</b>						
<b>Electricity</b>						
Check	01/03/2023	ACH	BGE- Acct 1008802000	V5409 Account #1008802000	HB Checking...	96.80
Total Electricity						96.80
<b>Repair &amp; Maintenance</b>						
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 W.L Station Plumbing (Repair)	HB Checking...	1,736.00
Total Repair & Maintenance						1,736.00
<b>Telephone/Internet</b>						
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Verizon 11/4/2022-12/4/2022	HB Checking...	54.99
Total Telephone/Internet						54.99
<b>Water &amp; Wastewater</b>						
Check	12/23/2022	4799	Anne Arundel County	V5412 Late fee for Bill 23603133 2411-0347-7600-00047-7600-...	HB Checking...	2.80
Total Water & Wastewater						2.80
Total F. D. Museum						1,890.59
<b>Roads</b>						
<b>Street Lights</b>						
Check	12/22/2022	ACH	BGE- Acct 2613110000	V5410 Account 2613110000	HB Checking...	370.20
Total Street Lights						370.20
<b>Utilities</b>						
Check	12/27/2022	ACH	BGE- Acct 2328530000	V5407 BGE - 2328530000	HB Checking...	14.70

Type	Date	Num	Name	Memo	Split	Amount
						<u>14.70</u>
						<u>384.90</u>
Check	01/12/2023	4803	Ecolistic Cleaning	V5418 Town Hall Cleaning	HB Checking...	<u>145.00</u>
						<u>145.00</u>
Check	12/28/2022	ACH	BGE-Acct 3464671000	Vxxxx Town Hall Electricity	HB Checking...	<u>15.45</u>
						<u>15.45</u>
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Monitor replacement	HB Checking...	<u>1,505.19</u>
						<u>1,505.19</u>
Check	12/29/2022	ACH	Bank of America Credit Card	V5403 Vonage 11/5/22-12/4/22	HB Checking...	<u>24.66</u>
						<u>24.66</u>
Check	12/23/2022	4798	Anne Arundel County	V5413 Late fee for Bill 23603132 Acct 2411-0282-0200-001 (qtrly)	HB Checking...	<u>2.10</u>
						<u>2.10</u>
						<u>1,692.40</u>
						<u>23,822.61</u>
						<u>-23,816.43</u>
						<u><u>-23,816.43</u></u>