

Town of Washington Grove
Monthly Treasurer's Report
For the period ended September 30, 2021

	<u>Jul - Sep 21</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
1A-1.1 · Real Property Tax	28,348	249,232	11%
1A-1.2 · Dwelling Tax	4,039	29,250	14%
1A-1.3 · Public Utility Op. Property Tax	-16	5,000	-0%
1A-1.5 · Penalties & Interest	116	0	100%
1A-2.0 · Income Tax	6,731	132,000	5%
1B-1.0 · Business Licenses	25	125	20%
1B-2.0 · Building Permit Fees	30	100	30%
1B-2.2 · Public Ways Permit Fees	0	100	0%
1B-3.0 · Cable Television Franchise Fees	0	6,000	0%
1C-2.11 · Highway User Revenue	10,464	38,449	27%
1C-3.0 · County Muni Tax Duplication	0	52,156	0%
1D-5.0 · Recreation Program User Fees			
1D-5.1 · Washington Grove Film Society	0	1,000	0%
1D-5.3 · Summer in the Parks	3,600	4,850	74%
1D-5.4 · Tennis Instruction	0	400	0%
1D-5.5 · Yoga Instruction	0	1,500	0%
Total 1D-5.0 · Recreation Program User Fees	3,600	7,750	46%
1F-1.0 · Investment Earnings			
1F-1.1 · MLGIP Earnings	33	250	13%
1F-1.2 · TD Bank MM Interest	0	5	0%
1F-1.3 · TD Bank CD Interest	118	500	24%
1F-1.4 · PNC MM Interest	9	85	11%
1F-1.5 · Sandy Spring CD Interest	101	300	34%
1F-1.7 · WesBanco CD Interest	282	520	54%
Total 1F-1.0 · Investment Earnings	543	1,660	33%
1F-6.0 · Miscellaneous Revenues-Other	0	1,600	0%
1Z-1.0 · Use of Reserves	0	131,363	0%
Total Income	53,880	654,785	8%
Expense			
2A-3.0 · Executive			
2A-3.1 · Town Clerk Salary	10,712	48,952	22%
2A-3.2 · Telephone	213	850	25%
2A-3.3 · Postage	0	200	0%
2A-3.4 · Supplies	0	1,500	0%
2A-3.5a · Website Operations	0	8,000	0%
2A-3.5b · Website Modernization	0	15,000	0%
2A-3.6 · Information Technology Support	0	1,860	0%
2A-3.7 · Records Management	0	500	0%
2A-3.9 · Office Equipment	0	2,500	0%
2A-4.0 · Legal Notices	0	600	0%
2A-4.1 · Printing/Copying	0	200	0%
2A-4.2 · MML Expenses	1,081	1,300	83%
Total 2A-3.0 · Executive	12,006	81,462	15%
2A-5.0 · Financial Administration			

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2A-5.1 · Town Treasurer Salary	2,153	14,000	15%
2A-5.2 · Postage	0	165	0%
2A-5.3 · Supplies	55	750	7%
2A-5.4 · Bond (1-yr)	0	100	0%
2A-5.5 · Audit	3,771	7,100	53%
2A-5.6 · Bank Service Charges	46	100	46%
Total 2A-5.0 · Financial Administration	6,025	22,215	27%
2A-6.0 · Legal			
2A-6.1 · Town Attorney	1	7,000	0%
2A-6.2 · Other Expenses	300	600	50%
Total 2A-6.0 · Legal	301	7,600	4%
2A-8.0 · Planning and Zoning			
2A-8.1 · Border Issues Consult Fees	0	2,000	0%
2A-8.2 · Border Identity Improvements	0	10,000	0%
2A-8.4 · Code Enforcement	0	700	0%
2A-8.5 · Supplies	0	100	0%
2A-8.6 · Sustainability - Solar Project	0	3,000	0%
Total 2A-8.0 · Planning and Zoning	0	15,800	0%
2A-9.0 · Municipal Buildings			
2A-9.1 · Salaries	103	3,245	3%
2A-9.2 · Supplies	0	1,000	0%
2A-9.3 · Utilities			
2A-9.3a · Gas	50	2,550	2%
2A-9.3b · Electricity	385	2,200	18%
2A-9.3c · Water	0	800	0%
2A-9.3d · Telephone (2 lines)	201	1,225	16%
Total 2A-9.3 · Utilities	636	6,775	9%
2A-9.4 · Fire Alarm - Monitoring	116	465	25%
2A-9.5 · Sprinkler Testing	287	1,600	18%
2A-9.6 · Janitorial Service	180	5,000	4%
2A-9.7 · Repairs	0	2,000	0%
2A-9.8 · McCathran Hall	0	1,500	0%
2A-9.9 · Maintenance Shop	157	3,000	5%
Total 2A-9.0 · Municipal Buildings	1,479	24,585	6%
2C-1.1 · Streets, Roadways, & Alleys			
2C-1.11 · Salaries	518	3,245	16%
2C-1.12 · Supplies	120	1,000	12%
2C-1.13 · Resurfacing	11,745	30,000	39%
2C-1.14 · Speed Humps	0	8,000	0%
2C-1.15 · Snow & Ice Removal	0	3,000	0%
2C-1.16 · Street Name Signs	0	500	0%
2C-1.18 · Street Light Operation	878	4,200	21%
2C1.181 · Street Light Repair	31	3,000	1%
Total 2C-1.1 · Streets, Roadways, & Alleys	13,292	52,945	25%

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2C-1.2 · Walkways			
2C-1.21 · Salaries	756	3,245	23%
2C-1.22 · Supplies	0	1,000	0%
2C-1.23 · Walkway Restoration	0	3,000	0%
2C-1.25 · Walkway Lighting	77	2,000	4%
Total 2C-1.2 · Walkways	833	9,245	9%
2C-1.3 · Street Sanitation	0	810	0%
2C-2.0 · Waste Collection & Disposal			
2C-2.1 · Salaries	2,376	5,690	42%
2C-2.2 · Trash Collection (contract)	2,962	17,766	17%
2C-2.3 · Recycling Services (contract)	1,921	12,069	16%
2C-2.4 · Leaf Collection (contract)	0	18,600	0%
2C-2.5 · Brush Disp. Tipping Fees	0	600	0%
Total 2C-2.0 · Waste Collection & Disposal	7,259	54,725	13%
2D-1.0 · Parks			
2D-1.1 · Salaries	13,945	64,900	21%
2D-1.2 · Supplies	469	4,000	12%
2D-1.3 · Vehicle & Equipment O&M	0	6,000	0%
2D-1.41 · Contract Tree Removal	2,600	22,000	12%
2D-1.42 · Contract Tree Pruning	0	17,000	0%
2D-1.43 · Woods Management	1,800	50,000	4%
2D-1.44 · Beautification Plantings	0	6,000	0%
2D-1.45 · Licensed Tree Expert	0	1,000	0%
2D-1.46 · Gypsy Moth/Ash Borer	152	1,000	15%
2D-1.47 · Tree Planting, Residential Area	0	30,000	0%
2D-1.48 · Nicho's Trees	0	1,850	0%
2D-1.49 · Invasives Treatment - Parks	-152	3,450	-4%
2D-1.5 · Storm Drain/Parks, Residential	0	50,000	0%
2D-1.7 · Equipment Purchase	260	5,500	5%
2D-1.8 · Equipment Rental	76	1,000	8%
Total 2D-1.0 · Parks	19,150	263,700	7%
2D-2.0 · Recreation			
2D-2.1 · Salaries			
2D-2.11 · Summer in the Parks	4,513	5,000	90%
2D-2.12 · Tennis Lessons - Contract	0	500	0%
2D-2.13 · Tennis Court Maintenance	953	1,000	95%
Total 2D-2.1 · Salaries	5,466	6,500	84%
2D-2.2 · Supplies			
2D-2.21 · Summer in the Parks	35	2,500	1%
2D-2.22 · Events	104	4,700	2%
2D-2.23 · Tennis Courts	0	1,000	0%
Total 2D-2.2 · Supplies	139	8,200	2%
2D-2.3 · Special Programs	800	2,425	33%
2D-2.4 · Washington Grove Film Society	0	1,200	0%

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2D-2.5 · Yoga Instruction	0	1,500	0%
2D-2.9 · Playground Equipment, Supplies	0	2,000	0%
Total 2D-2.0 · Recreation	6,405	21,825	29%
2D-3.0 · Historic Preservation			
2D-3.1 · Commission Secretary	0	1,275	0%
2D-3.2 · Preservation Award	0	200	0%
2D-3.3 · Archives Worker	2,547	15,282	17%
2D-3.4 · Archival Equipment & Supplies	0	2,700	0%
2D-3.5 · Preservation Workshops	0	750	0%
2D-3.6 · Conference Fees	0	750	0%
2D-3.7 · Design Guidelines	0	500	0%
2D-3.8 · NR Historic District Update	0	500	0%
2D-3.9 · Professional Services	0	2,500	0%
2D-3.10 · Special Projects	162	5,000	3%
Total 2D-3.0 · Historic Preservation	2,709	29,457	9%
2D-4.0 · Lake			
2D-4.1 · Salaries			
2D-4.11 · Lifeguard	4,690	17,250	27%
2D-4.12 · Swim Instructor	1,211	2,000	61%
Total 2D-4.1 · Salaries	5,901	19,250	31%
2D-4.2 · Supplies	-250	3,000	-8%
2D-4.3 · Electricity	139	750	19%
2D-4.4 · Water Testing & Treatment	900	7,000	13%
2D-4.5 · Fencing	0	1,200	0%
Total 2D-4.0 · Lake	6,690	31,200	21%
2F-1.0 · Racial and Social Equity			
2F-1.1 · Education Services	0	3,000	0%
2F-1.2 · Evaluation Services	0	2,000	0%
2F-1.3 · Translation Services	0	1,000	0%
2F-1.4 · Office Supplies	0	250	0%
Total 2F-1.0 · Racial and Social Equity	0	6,250	0%
2H-1.0 · Insurance			
2H-1.1 · Liability Insurance	2,491	3,000	83%
2H-1.2 · Property Insurance	563	700	80%
2H-1.3 · Workers Compensation	840	4,500	19%
Total 2H-1.0 · Insurance	3,894	8,200	47%
2H-2.0 · Miscellaneous			
2H-2.1 · Miscellaneous - Other	169	1,500	11%
2H-2.2 · Contingency	0	4,500	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			
Medicare Town	780	0	100%
Social Security Town	3,335	0	100%
Direct Deposit Fees	20	0	100%

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Total 2H-2.31 · Payroll Taxes & Fees	4,135	0	100%
2H-2.32 · Health Insurance Town Clerk Exp	2,627	10,087	26%
2H-2.33 · Retirement Benefit Town Clerk	0	2,274	0%
2H-2.34 · Health Insurance Maint Sup Exp	889	3,335	27%
2H-2.35 · Retirement Benefit Maint Super	0	3,070	0%
Total 2H-2.3 · Employee Benefits	<u>7,651</u>	<u>18,766</u>	<u>41%</u>
Total 2H-2.0 · Miscellaneous	<u>7,820</u>	<u>24,766</u>	<u>32%</u>
Total Expense	<u>87,863</u>	<u>654,785</u>	<u>13%</u>
Net Income	<u><u>-33,983</u></u>	<u><u>0</u></u>	<u><u>100%</u></u>