

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

	Jul - Nov 21	Budget	% of Budget
Income			
1A-1.1 · Real Property Tax	142,240	249,232	57%
1A-1.2 · Dwelling Tax	17,106	29,250	58%
1A-1.3 · Public Utility Op. Property Tax	378	5,000	8%
1A-1.5 · Penalties & Interest	134	0	100%
1A-2.0 · Income Tax	51,818	132,000	39%
1B-1.0 · Business Licenses	125	125	100%
1B-2.0 · Building Permit Fees	50	100	50%
1B-2.2 · Public Ways Permit Fees	0	100	0%
1B-3.0 · Cable Television Franchise Fees	1,518	6,000	25%
1C-2.11 · Highway User Revenue	16,381	38,449	43%
1C-3.0 · County Muni Tax Duplication	52,156	52,156	100%
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	65	250	26%
1F-1.2 · TD Bank MM Interest	0	5	0%
1F-1.3 · TD Bank CD Interest	196	500	39%
1F-1.4 · PNC MM Interest	27	85	32%
1F-1.5 · Sandy Spring CD Interest	168	300	56%
1F-1.7 · WesBanco CD Interest	374	520	72%
Total 1F-1.0 · Investment Earnings	830	1,660	50%
1F-2.0 · McCathran Hall Rental	1,130	0	100%
1F-4.0 · Contributions & Donations	150	0	100%
1F-6.0 · Miscellaneous Revenues-Other	255	1,600	16%
1Z-1.0 · Use of Reserves	0	131,363	0%
Total Income	287,871	654,785	44%
Expense			
2A-3.0 · Executive			
2A-3.1 · Town Clerk Salary	17,693	48,952	36%
2A-3.2 · Telephone	315	850	37%
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	191	1,860	10%
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%

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2A-4.2 · MML Expenses	1,181	1,300	91%
Total 2A-3.0 · Executive	19,380	81,462	24%
2A-5.0 · Financial Administration			
2A-5.1 · Town Treasurer Salary	4,300	14,000	31%
2A-5.2 · Postage	0	165	0%
2A-5.3 · Supplies	89	750	12%
2A-5.4 · Bond (1-yr)	0	100	0%
2A-5.5 · Audit	5,464	7,100	77%
2A-5.6 · Bank Service Charges	98	100	98%
Total 2A-5.0 · Financial Administration	9,951	22,215	45%
2A-6.0 · Legal			
2A-6.1 · Town Attorney	88	7,000	1%
2A-6.2 · Other Expenses	300	600	50%
Total 2A-6.0 · Legal	388	7,600	5%
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	1,920	3,000	64%
Total 2A-8.0 · Planning and Zoning	1,920	15,800	12%
2A-9.0 · Municipal Buildings			
2A-9.1 · Salaries	450	3,245	14%
2A-9.2 · Supplies	350	1,000	35%
2A-9.3 · Utilities			
2A-9.3a · Gas	99	2,550	4%
2A-9.3b · Electricity	714	2,200	32%
2A-9.3c · Water	635	800	79%
2A-9.3d · Telephone (2 lines)	401	1,225	33%
Total 2A-9.3 · Utilities	1,849	6,775	27%
2A-9.4 · Fire Alarm - Monitoring	116	465	25%
2A-9.5 · Sprinkler Testing	564	1,600	35%
2A-9.6 · Janitorial Service	300	5,000	6%
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	3,786	24,585	15%
2C-1.1 · Streets, Roadways, & Alleys			
2C-1.11 · Salaries	819	3,245	25%
2C-1.12 · Supplies	198	1,000	20%
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	127	500	25%

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2C-1.18 · Street Light Operation	1,527	4,200	36%
2C1.181 · Street Light Repair	31	3,000	1%
Total 2C-1.1 · Streets, Roadways, & Alleys	14,447	52,945	27%
2C-1.2 · Walkways			
2C-1.21 · Salaries	785	3,245	24%
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	862	9,245	9%
2C-1.3 · Street Sanitation	0	810	0%
2C-2.0 · Waste Collection & Disposal			
2C-2.1 · Salaries	3,060	5,690	54%
2C-2.2 · Trash Collection (contract)	5,923	17,766	33%
2C-2.3 · Recycling Services (contract)	3,843	12,069	32%
2C-2.4 · Leaf Collection (contract)	9,300	18,600	50%
2C-2.5 · Brush Disp. Tipping Fees	207	600	35%
Total 2C-2.0 · Waste Collection & Disposal	22,333	54,725	41%
2D-1.0 · Parks			
2D-1.1 · Salaries	23,795	64,900	37%
2D-1.2 · Supplies	658	4,000	16%
2D-1.3 · Vehicle & Equipment O&M	100	6,000	2%
2D-1.41 · Contract Tree Removal	5,900	22,000	27%
2D-1.42 · Contract Tree Pruning	2,000	17,000	12%
2D-1.43 · Woods Management	1,800	50,000	4%
2D-1.44 · Beautification Plantings	293	6,000	5%
2D-1.45 · Licensed Tree Expert	0	1,000	0%
2D-1.46 · Gypsy Moth/Ash Borer	0	1,000	0%
2D-1.47 · Tree Planting, Residential Area	150	30,000	1%
2D-1.48 · Nicho's Trees	0	1,850	0%
2D-1.49 · Invasives Treatment - Parks	1,451	3,450	42%
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	36,483	263,700	14%
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	999	1,000	100%
Total 2D-2.1 · Salaries	5,512	6,500	85%
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%

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Total 2D-2.2 · Supplies	139	8,200	2%
2D-2.3 · Special Programs	1,001	2,425	41%
2D-2.4 · Washington Grove Film Society	0	1,200	0%
2D-2.5 · Yoga Instruction	0	1,500	0%
2D-2.9 · Playground Equipment, Supplies	0	2,000	0%
Total 2D-2.0 · Recreation	6,652	21,825	30%
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	5,094	15,282	33%
2D-3.4 · Archival Equipment & Supplies	75	2,700	3%
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	200	2,500	8%
2D-3.10 · Special Projects	162	5,000	3%
Total 2D-3.0 · Historic Preservation	5,531	29,457	19%
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	-75	3,000	-3%
2D-4.3 · Electricity	309	750	41%
2D-4.4 · Water Testing & Treatment	900	7,000	13%
2D-4.5 · Fencing	0	1,200	0%
Total 2D-4.0 · Lake	7,035	31,200	23%
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	1,743	4,500	39%
Total 2H-1.0 · Insurance	4,797	8,200	59%
2H-2.0 · Miscellaneous			
2H-2.1 · Miscellaneous - Other	1,183	1,500	79%
2H-2.2 · Contingency	0	4,500	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			

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	<u>Jul - Nov 21</u>	<u>Budget</u>	<u>% of Budget</u>
Medicare Town	1,069	0	100%
Social Security Town	4,572	0	100%
Direct Deposit Fees	72	0	100%
Total 2H-2.31 · Payroll Taxes & Fees	5,713	0	100%
2H-2.32 · Health Insurance Town Clerk Exp	4,094	10,087	41%
2H-2.33 · Retirement Benefit Town Clerk	0	2,274	0%
2H-2.34 · Health Insurance Maint Sup Exp	1,349	3,335	40%
2H-2.35 · Retirement Benefit Maint Super	0	3,070	0%
Total 2H-2.3 · Employee Benefits	11,156	18,766	59%
Total 2H-2.0 · Miscellaneous	12,339	24,766	50%
Total Expense	145,904	654,785	22%
Net Income	141,967	0	100%