

**Town of Washington Grove
Treasurer's Report - FY23 unaudited
July 1, 2022 through June 30, 2023
DRAFT**

	Jul '22 - Jun 23	Budget	% of Budget	
Income				
1A-1.1 · Real Property Tax	257,333	251,191	102%	
1A-1.2 · Dwelling Tax	45,989	45,900	100%	
1A-1.3 · Public Utility Op. Property Tax	5,643	5,000	113%	
1A-1.5 · Penalties & Interest	587	0	100%	
1A-2.0 · Income Tax	166,278	123,820	134%	
1B-1.0 · Business Licenses	134	125	107%	
1B-2.0 · Building Permit Fees	250	100	250%	
1B-2.2 · Public Ways Permit Fees	100	100	100%	
1B-3.0 · Cable Television Franchise Fees	5,655	6,000	94%	
1C-2.11 · Highway User Revenue	33,693	43,038	78%	
1C-3.0 · County Muni Tax Duplication	84,368	84,368	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	4,850	3,600	135%	
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	4,850	6,500	75%	
1F-1.0 · Investment Earnings				
1F-1.1 · MLGIP Earnings	35,572	250	14,229%	impact of ARPA funds continues
1F-1.3 · TD Bank CD Interest	241	500	48%	CDs closed
1F-1.4 · PNC MM Interest	79	80	99%	
1F-1.5 · Sandy Spring CD Interest	2,233	300	744%	
1F-1.7 · WesBanco CD Interest	51	520	10%	CDs closed
Total 1F-1.0 · Investment Earnings	38,176	1,650	2,314%	
1F-2.0 · McCathran Hall Rental	2,130	1,500	142%	
1F-4.0 · Contributions & Donations	1,595	0	100%	donations for trees closed insurance account & \$2k
1F-6.0 · Miscellaneous Revenues-Other	17,379	1,755	990%	mower sale
1Z-1.0 · Use of Reserves	0	97,685	0%	
Total Income	664,160	668,732	99%	
Expense				
2A-3.0 · Executive				
2A-3.1 · Town Clerk Salary	49,051	48,838	100%	
2A-3.2 · Telephone	613	850	72%	
2A-3.3 · Postage	65	240	27%	
2A-3.4 · Supplies	816	600	136%	increased use of Hall
2A-3.5a · Website Operations	731	2,000	37%	
2A-3.6 · Information Technology Support	1,103	1,500	74%	
2A-3.65 · Software	557	1,900	29%	
2A-3.7 · Records Management	593	1,000	59%	
2A-3.9 · Office Equipment	763	1,000	76%	

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2A-4.0 · Legal Notices	0	600	0%	
2A-4.1 · Printing/Copying	0	200	0%	
2A-4.2 · MML Expenses	1,380	1,200	115%	
Total 2A-3.0 · Executive	55,672	59,928	93%	
2A-5.0 · Financial Administration				
2A-5.1 · Town Treasurer Salary	14,958	14,592	103%	new software migration
2A-5.2 · Postage	163	200	82%	
2A-5.3 · Supplies	106	300	35%	
2A-5.35 · Software	728	970	75%	
2A-5.4 · Bond (1-yr)	100	100	100%	
2A-5.5 · Audit	7,719	7,500	103%	
2A-5.6 · Bank Service Charges	104	186	56%	
Total 2A-5.0 · Financial Administration	23,878	23,848	100%	
2A-6.0 · Legal				
2A-6.1 · Town Attorney	385	5,000	8%	
2A-6.2 · Other Expenses	0	600	0%	
Total 2A-6.0 · Legal	385	5,600	7%	
2A-8.0 · Planning and Zoning				
2A-8.2 · Border Identity Improvements	6,885	8,000	86%	
2A-8.3 · Surveying and Mapping	0	5,000	0%	
2A-8.4 · Code Enforcement	0	700	0%	
2A-8.5 · Supplies	25	100	25%	
2A-8.6 · Sustainability	1,144	5,000	23%	
2A-8.7 · Emergency Preparedness & Safety	0	1,000	0%	
2A-8.8 · Stormwater Projects	5,775	50,000	12%	
Total 2A-8.0 · Planning and Zoning	13,829	69,800	20%	
2A-9.0 · Municipal Buildings				
2A-9.2 · Supplies	203	1,000	20%	
2A-9.3 · Utilities				
2A-9.3a · Gas	2,080	2,550	82%	
2A-9.3b · Electricity	1,768	2,200	80%	
2A-9.3c · Water	1,161	1,000	116%	increased use last summer
2A-9.3d · Telephone (2 lines)	1,205	1,225	98%	
Total 2A-9.3 · Utilities	6,214	6,975	89%	
2A-9.4 · Fire Alarm - Monitoring	651	800	81%	
2A-9.5 · Sprinkler Testing	1,724	1,700	101%	
2A-9.6 · Janitorial Service	2,223	2,234	100%	
2A-9.7 · Repairs	0	2,000	0%	
2A-9.75 · Contracted Contingency	1,537	5,000	31%	
2A-9.8 · McCathran Hall Maintenance	1,961	1,500	131%	
2A-9.9 · Maintenance Shop	1,878	500	376%	Pipe repair at Garage
Total 2A-9.0 · Municipal Buildings	16,391	21,709	76%	

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2C-1.1 · Streets, Roadways, & Alleys				
2C-1.1a · Contract Services	150	3,000	5%	
2C-1.12 · Supplies	0	1,000	0%	
2C-1.13 · Resurfacing	35,425	35,000	101%	
2C-1.14 · Speed Humps	0	4,000	0%	
2C-1.15 · Snow & Ice Removal	0	3,000	0%	
2C-1.16 · Street Name Signs	84	500	17%	
2C-1.18 · Street Light Operation	4,177	4,200	99%	
2C1.181 · Street Light Repair	0	3,000	0%	
2C-1.20 · Lighting Design Consultant	1,688	5,000	34%	
Total 2C-1.1 · Streets, Roadways, & Alleys	41,524	58,700	71%	
2C-1.2 · Walkways				
2C-1.22 · Supplies	0	500	0%	
2C-1.25 · Walkway Lighting	0	2,000	0%	
2C-1.26 · Contract Services	252	3,000	8%	
2C-1.27 · Contract Contingency	0	10,000	0%	
Total 2C-1.2 · Walkways	252	15,500	2%	
2C-2.0 · Waste Collection & Disposal				
2C-2.15 · Contract Services	0	6,000	0%	
2C-2.2 · Trash Collection (contract)	26,985	27,966	96%	
2C-2.3 · Recycling Services (contract)	18,240	17,880	102%	
2C-2.4 · Leaf Collection (contract)	18,600	23,250	80%	
2C-2.5 · Brush Disp. Tipping Fees	0	600	0%	
Total 2C-2.0 · Waste Collection & Disposal	63,825	75,696	84%	
2D-1.0 · Parks				
2D-1.15 · Contract Services	51,906	48,000	108%	
2D-1.16 · Contract Contingency	8,297	15,000	55%	
2D-1.2 · Supplies	174	2,000	9%	
2D-1.3 · Vehicle & Equipment O&M	817	1,000	82%	
2D-1.4 · Contract Tree Watering	0	10,000	0%	
2D-1.41 · Contract Tree Removal	34,900	22,000	159%	unexpected tree issues. Overage offset from Beautification & Residential Plantings
2D-1.42 · Contract Tree Pruning	23,200	17,000	136%	
2D-1.43 · Woods Management	26,755	50,000	54%	
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	0	1,000	0%	
2D-1.47 · Tree Planting, Residential Area	13,965	30,000	47%	
2D-1.48 · Nicho's Trees	0	1,850	0%	
2D-1.49 · Invasives Treatment - Parks	1,138	3,450	33%	
2D-1.8 · Equipment Rental	0	1,000	0%	
Total 2D-1.0 · Parks	161,152	209,300	77%	

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2D-2.0 · Recreation			
2D-2.1 · Salaries			
2D-2.11 · Summer in the Parks	6,199	6,250	99%
2D-2.12 · Tennis Lessons - Contract	0	500	0%
2D-2.13 · Tennis Court Maintenance	1,488	1,500	99%
Total 2D-2.1 · Salaries	7,687	8,250	93%
2D-2.2 · Supplies			
2D-2.21 · Summer in the Parks	1,660	3,000	55%
2D-2.23 · Tennis Courts	460	0	100%
Total 2D-2.2 · Supplies	2,120	3,000	71%
2D-2.3 · Special Programs	439	0	100%
2D-2.31 · Music Weekend	1,771	2,000	89%
2D-2.32 · Fourth of July	0	750	0%
2D-2.33 · Labor Day	184	200	92%
2D-2.34 · BluestoberFest	1,079	1,200	90%
2D-2.35 · Halloween Party	218	150	145%
2D-2.36 · Holiday Show	1,384	500	277%
2D-2.37 · Family Programs	0	800	0%
2D-2.38 · NY Eve	0	100	0%
2D-2.4 · Washington Grove Film Society	870	1,200	73%
2D-2.5 · Yoga Instruction	0	1,500	0%
2D-2.9 · Playground Equipment, Supplies	178	2,000	9%
Total 2D-2.0 · Recreation	15,930	21,650	74%
2D-3.0 · Historic Preservation			
2D-3.1 · Commission Secretary	0	1,275	0%
2D-3.2 · Preservation Award	233	200	117%
2D-3.3 · Archives Worker	11,983	16,413	73%
2D-3.4 · Archival Equipment & Supplies	226	500	45%
2D-3.45 · Software	380	800	48%
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	0	5,000	0%
Total 2D-3.0 · Historic Preservation	12,822	29,188	44%
2D-4.0 · Lake			
2D-4.1 · Salaries			
2D-4.11 · Lifeguard	8,998	21,600	42%
2D-4.12 · Swim Instructor	342	1,600	21%
Total 2D-4.1 · Salaries	9,340	23,200	40%
2D-4.2 · Supplies	788	150	525% 2022-staff gift cards

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2D-4.3 · Electricity	687	750	92%
2D-4.4 · Water Testing & Treatment	4,975	5,000	100%
2D-4.5 · Fencing	0	1,000	0%
2D-4.6 · Footbridge & Dock	261	500	52%
Total 2D-4.0 · Lake	16,051	30,600	52%
2F-1.0 · Racial and Social Equity			
2F-1.1 · Education Services	1,885	3,000	63%
2F-1.2 · Evaluation Services	0	6,000	0%
2F-1.3 · Translation Services	0	1,000	0%
Total 2F-1.0 · Racial and Social Equity	1,885	10,000	19%
2H-1.0 · Insurance			
2H-1.1 · Liability Insurance	1,630	3,000	54%
2H-1.2 · Property Insurance	616	700	88%
2H-1.3 · Workers Compensation	2,831	4,500	63%
Total 2H-1.0 · Insurance	5,077	8,200	62%
2H-2.0 · Miscellaneous			
2H-2.1 · Misc. - Fire Dept Donation	500	500	100%
2H-2.2 · Contingency	0	4,500	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			
Medicare Town	1,199	1,289	93%
Social Security Town	5,127	5,510	93%
Direct Deposit Fees	127	198	64%
Total 2H-2.31 · Payroll Taxes & Fees	6,453	6,997	92%
2H-2.32 · Health Insurance Town Clerk Exp	8,368	9,445	89%
2H-2.33 · Retirement Benefit Town Clerk	0	2,441	0%
Total 2H-2.3 · Employee Benefits	14,821	18,883	78%
2H-2.4 · George Paine Memorial Fund	0	5,130	0%
Total 2H-2.0 · Miscellaneous	15,321	29,013	53%
Total Expense	443,994	668,732	66%
Net Income	220,166	0	100%

June 30, 2023 bank account balances:

Sandy Spring Bank CD #1	\$ 100,677	
Sandy Spring Bank CD #2	\$ 152,132	
PNC Bank MM Savings	\$ 196,819	
MD Local Govmnt. Invest. Pool	\$ 1,450,843	ARPA funds = \$437,892 (begun using)
PNC Bank - Checking	\$ 59,262	*
	<u>\$ 1,959,733</u>	

* \$20,000 moved from PNC MM to PNC checking on 6/20/23