

**Town of Washington Grove
Treasurer's Report - FY24 unaudited
July 1, 2023 through August 31, 2023**

	Jul - Aug 23	Budget	% of Budget
Income			
1A-1.1 · Real Property Tax	10,649	253,220	4%
1A-1.2 · Dwelling Tax	2,520	54,000	5%
1A-1.3 · Public Utility Op. Property Tax	0	5,000	0%
1A-2.0 · Income Tax	558	132,056	0%
1B-1.0 · Business Licenses	0	125	0%
1B-2.0 · Building Permit Fees	330	150	220%
1B-2.2 · Public Ways Permit Fees	10	100	10%
1B-3.0 · Cable Television Franchise Fees	1,334	5,000	27%
1C-2.11 · Highway User Revenue	0	52,500	0%
1C-3.0 · County Muni Tax Duplication	90,886	90,886	100%
1D-5.0 · Recreation Program User Fees			
1D-5.1 · Washington Grove Film Society	0	1,200	0%
1D-5.3 · Summer in the Parks	6,100	4,000	153% well attended
Total 1D-5.0 · Recreation Program User Fees	6,100	5,200	117%
1F-1.0 · Investment Earnings			
1F-1.1 · MLGIP Earnings	12,417	18,000	69%
1F-1.4 · PNC MM Interest	8	90	9%
1F-1.5 · Sandy Spring CD Interest	1,160	800	145% CDs at 4% & 4.25%
Total 1F-1.0 · Investment Earnings	13,585	18,890	72%
1F-2.0 · McCathran Hall Rental	0	1,500	0%
1F-4.0 · Contributions & Donations	40		
1F-6.0 · Miscellaneous Revenues-Other	6,429	2,000	321%
1F-6.3 · Nicho's Trees	120		
1Z-1.0 · Use of Reserves	0	87,701	0%
Total Income	132,561	708,328	19%
Expense			
6999 · Uncategorized Expenses	2,000		
2A-3.0 · Executive			
2A-3.1 · Town Clerk Salary	8,656	51,038	17%
2A-3.15 · Maintenance Coord Salary	0	6,600	0%
2A-3.2 · Telephone	103	650	16%
2A-3.3 · Postage	0	250	0%
2A-3.4 · Supplies	0	600	0%
2A-3.5a · Website Operations	0	1,000	0%
2A-3.6 · Information Technology Support	0	1,000	0%
2A-3.65 · Software	684	700	98%
2A-3.7 · Records Management	0	2,000	0%
2A-3.9 · Office Equipment	159	500	32%
2A-4.0 · Legal Notices	0	600	0%
2A-4.1 · Printing/Copying	0	300	0%
2A-4.2 · MML Expenses	1,112	1,300	86%
Total 2A-3.0 · Executive	10,714	66,538	16%

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2A-5.0 · Financial Administration			
2A-5.1 · Town Treasurer Salary	2,369	13,598	17%
2A-5.2 · Postage	0	150	0%
2A-5.3 · Supplies	0	150	0%
2A-5.35 · Software	605	2,805	22%
2A-5.4 · Bond (1-yr)	0	100	0%
2A-5.5 · Audit	1,666	7,900	21%
2A-5.6 · Bank Service Charges	59	360	16%
Total 2A-5.0 · Financial Administration	4,699	25,063	19%
2A-6.0 · Legal			
2A-6.1 · Town Attorney	0	6,750	0%
2A-6.2 · Other Expenses	0	600	0%
Total 2A-6.0 · Legal	0	7,350	0%
2A-8.0 · Planning and Zoning			
2A-8.9 · Energy Conversion Incentive	0	20,000	0%
2A-8.2 · Border Identity Improvements	243	14,000	2%
2A-8.3 · Surveying and Mapping	0	5,000	0%
2A-8.4 · Code Enforcement	0	1,000	0%
2A-8.5 · Supplies	0	100	0%
2A-8.6 · Sustainability	0	6,000	0%
2A-8.7 · Emergency Preparedness & Safety	0	1,500	0%
2A-8.8 · Stormwater Projects	291		covered by deferred ARPA revenue
Total 2A-8.0 · Planning and Zoning	534	47,600	1%
2A-9.0 · Municipal Buildings			
2A-9.2 · Supplies	1,536	500	307%
2A-9.3 · Utilities			
2A-9.3a · Gas	58	3,522	2%
2A-9.3b · Electricity	523	2,400	22%
2A-9.3c · Water	0	1,000	0%
2A-9.3d · Telephone (2 lines)	205	1,225	17%
2A-9.3e · Internet, AV	0	5,600	0%
Total 2A-9.3 · Utilities	786	13,747	6%
2A-9.4 · Fire Alarm - Monitoring	116	800	15%
2A-9.5 · Sprinkler Testing	0	1,800	0%
2A-9.6 · Janitorial Service	460	2,918	16%
2A-9.75 · Contracted Contingency	0	9,000	0%
2A-9.8 · McCathran Hall Maintenance	171	14,000	1%
2A-9.9 · Maintenance Shop	0	2,000	0%
Total 2A-9.0 · Municipal Buildings	3,069	44,765	7%
2C-1.1 · Streets, Roadways, & Alleys			
2C-1.1a · Contract Services	0	3,267	0%
2C-1.13 · Resurfacing	0	40,000	0%
2C-1.14 · Speed Humps	0	4,000	0%

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2C-1.15 · Snow & Ice Removal	0	3,000	0%
2C-1.16 · Street Name Signs	119	300	40%
2C-1.18 · Street Light Operation	679	4,500	15%
2C1.181 · Street Light Repair	0	1,000	0%
2C-1.20 · Lighting Design Consultant	0	2,500	0%
Total 2C-1.1 · Streets, Roadways, & Alleys	798	58,567	1%
2C-1.2 · Walkways			
2C-1.22 · Supplies	0	500	0%
2C-1.23 · Walkway Restoration	0	5,000	0%
2C-1.25 · Walkway Lighting	0	2,000	0%
2C-1.26 · Contract Services	0	3,267	0%
2C-1.27 · Contract Contingency	0	6,000	0%
Total 2C-1.2 · Walkways	0	16,767	0%
2C-1.3 · Street Sanitation	0	2,000	0%
2C-2.0 · Waste Collection & Disposal			
2C-2.15 · Contract Services	0	6,534	0%
2C-2.2 · Trash Collection (contract)	4,500	32,157	14%
2C-2.3 · Recycling Services (contract)	3,038	21,846	14%
2C-2.4 · Leaf Collection (contract)	0	20,460	0%
Total 2C-2.0 · Waste Collection & Disposal	7,538	80,997	9%
2D-1.0 · Parks			
2D-1.15 · Contract Services	10,931	52,272	21%
2D-1.16 · Contract Contingency	0	15,000	0%
2D-1.2 · Supplies	20	1,000	2%
2D-1.3 · Vehicle & Equipment O&M	109	1,000	11%
2D-1.4 · Contract Tree Watering	0	10,000	0%
2D-1.41 · Contract Tree Removal	0	30,000	0%
2D-1.42 · Contract Tree Pruning	0	20,000	0%
2D-1.43 · Woods Management	6,303	50,000	13%
2D-1.44 · Beautification Plantings	0	6,000	0%
2D-1.45 · Licensed Tree Expert	0	1,000	0%
2D-1.46 · Tree Health & Mgmt -Parks	475	6,000	8%
2D-1.47 · Tree Planting, Residential Area	0	30,000	0%
2D-1.48 · Nicho's Trees	0	1,850	0%
2D-1.55 · Forestry Education	0	500	0%
Total 2D-1.0 · Parks	17,838	224,622	8%
2D-2.0 · Recreation			
2D-2.1 · Salaries			
2D-2.11 · Summer in the Parks	4,276	6,300	68%
2D-2.13 · Tennis Court Maintenance	1,106	1,000	111%
Total 2D-2.1 · Salaries	5,382	7,300	74%
2D-2.2 · Supplies			
2D-2.21 · Summer in the Parks	1,692	3,000	56%

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2D-2.23 · Tennis Courts	0	500	0%
Total 2D-2.2 · Supplies	1,692	3,500	48%
2D-2.31 · Music Weekend	0	2,000	0%
2D-2.32 · Fourth of July	0	750	0%
2D-2.33 · Labor Day	0	300	0%
2D-2.34 · BluestoberFest	0	1,200	0%
2D-2.35 · Halloween Party	0	250	0%
2D-2.36 · Holiday Show	0	1,500	0%
2D-2.37 · Family Programs	0	1,000	0%
2D-2.39 · Circle Fest	0	500	0%
2D-2.4 · Washington Grove Film Society	0	1,200	0%
2D-2.41 · 150th celebration	6,698	3,000	223% See separate reprot
2D-2.42 · Edible Garden	0	500	0%
2D-2.9 · Playground Equipment, Supplies	0	2,000	0%
Total 2D-2.0 · Recreation	13,772	25,000	55%
2D-3.0 · Historic Preservation			
2D-3.1 · Commission Secretary	0	1,275	0%
2D-3.2 · Preservation Award	251	250	100%
2D-3.3 · Archives Worker	3,394	17,148	20%
2D-3.4 · Archival Equipment & Supplies	0	750	0%
2D-3.45 · Software	0	800	0%
2D-3.5 · Preservation Workshops	11	750	1%
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	3,656	30,223	12%
2D-4.0 · Lake			
2D-4.1 · Salaries			
2D-4.11 · Lifeguard	6,536	20,000	33%
2D-4.12 · Swim Instructor	0	2,400	0%
Total 2D-4.1 · Salaries	6,536	22,400	29%
2D-4.2 · Supplies	0	1,700	0%
2D-4.3 · Electricity	171	800	21%
2D-4.4 · Water Testing & Treatment	1,954	7,000	28%
2D-4.5 · Fencing	0	1,500	0%
2D-4.6 · Footbridge & Dock	0	500	0%
2D-4.7 · Lifeguard Training	0	300	0%
Total 2D-4.0 · Lake	8,661	34,200	25%
2F-1.0 · Racial and Social Equity			
2F-1.1 · Education Services	32	7,000	0%
2F-1.4 · Office Supplies	0	620	0%

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Total 2F-1.0 · Racial and Social Equity	32	7,620	0%
2H-1.0 · Insurance			
2H-1.1 · Liability Insurance	1,573	3,000	52%
2H-1.2 · Property Insurance	733	700	105%
2H-1.3 · Workers Compensation	0	3,000	0%
Total 2H-1.0 · Insurance	2,306	6,700	34%
2H-2.0 · Miscellaneous			
2H-2.1 · Misc. - Fire Dept Donation	0	500	0%
2H-2.2 · Contingency	0	4,500	0%
2H-2.4 · George Paine Memorial Fund	0	5,130	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			
Medicare Town	332	1,401	24%
Social Security Town	1,418	5,992	24%
Total 2H-2.31 · Payroll Taxes & Fees	1,750	7,393	24%
2H-2.32 · Health Insurance Town Clerk Exp	1,600	10,241	16%
2H-2.33 · Retirement Benefit Town Clerk	0	2,552	0%
Total 2H-2.3 · Employee Benefits	3,350	20,186	17%
Total 2H-2.0 · Miscellaneous	3,350	30,316	11%
Total Expense	78,967	708,328	11%
Net Income	53,594	0	100%

Bank balances at 8/31/23:

Sandy Spring Bank CD#2	152,947
Sandy Spring Bank CD #1	101,022
PNC Bank MM Savings	232,409
MD Local Govmnt. Invest. Pool	1,463,261
PNC Bank - Checking	16,177
	1,965,816

150th celebration revenue accounting

tumblers

Sold 100 \$ 1,500.00

Online orders - Tshirts, magnets, hats

online sales, net \$ 2,088.03

Donations \$ 268.00

Total income, excluding posters \$ 3,856.03

event costs as of 9/1/23, excluding posters \$ (5,731.27)

total net cost, excluding posters, tumblers \$ (1,875.24)

Budget \$ 3,000.00

Event costs, net of sales, underbudget by **\$ 1,124.76**

posters

Sold through 9/1/23	83	\$ 2,100.00	Remaining inventory
Speaker gifts	6	\$ 125.00	250
Held by Town	24	\$ 625.00	-83
		<u>\$ 2,850.00</u>	-6
			<u>-24</u>
Cost for 250		<u>\$ (1,049.13)</u>	137
net for donation		\$ 1,800.87	