

**Town of Washington Grove
Treasurer's Report - FY24 unaudited
July 1, 2023 through September 30, 2023**

	Jul - Sep 23	Budget	% of Budget	
Income				
1A-1.1 · Real Property Tax	32,557	253,220	13%	
1A-1.2 · Dwelling Tax	6,720	54,000	12%	
1A-1.3 · Public Utility Op. Property Tax	0	5,000	0%	
1A-2.0 · Income Tax	10,499	132,056	8%	
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	18,926	18,000	105%	
1F-1.4 · PNC MM Interest	14	90	16%	
1F-1.5 · Sandy Spring CD Interest	2,039	800	255%	CDs at 4% & 4.25%
Total 1F-1.0 · Investment Earnings	20,979	18,890	111%	
1F-2.0 · McCathran Hall Rental	0	1,500	0%	
1F-4.0 · Contributions & Donations	40			
1F-5.0 · ARPA Earned Revenue	4,725			
1F-6.0 · Miscellaneous Revenues-Other	10,779	2,000	539%	150th sales recorded here
1F-6.3 · Nicho's Trees	120			
1Z-1.0 · Use of Reserves	0	87,701	0%	
Total Income	185,079	708,328	26%	
Expense				
2A-3.0 · Executive				
2A-3.1 · Town Clerk Salary	12,698	51,038	25%	
2A-3.15 · Maintenance Coord Salary	0	6,600	0%	
2A-3.2 · Telephone	155	650	24%	
2A-3.3 · Postage	0	250	0%	
2A-3.4 · Supplies	89	600	15%	
2A-3.5a · Website Operations	0	1,000	0%	
2A-3.6 · Information Technology Support	0	1,000	0%	
2A-3.65 · Software	697	700	100%	mailchimp now an expense
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	14,910	66,538	22%	

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2A-5.0 · Financial Administration				
2A-5.1 · Town Treasurer Salary	3,391	13,598	25%	
2A-5.2 · Postage	0	150	0%	
2A-5.3 · Supplies	0	150	0%	
2A-5.35 · Software	935	2,805	33%	need to upgrade QuickBooks
2A-5.4 · Bond (1-yr)	0	100	0%	
2A-5.5 · Audit	3,372	7,900	43%	
2A-5.6 · Bank Service Charges	70	360	19%	
Total 2A-5.0 · Financial Administration	7,768	25,063	31%	
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	696	14,000	5%	
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	4,725			covered by deferred ARPA revenue
Total 2A-8.0 · Planning and Zoning	5,421	47,600	11%	
2A-9.0 · Municipal Buildings				
2A-9.2 · Supplies	0	500	0%	
2A-9.3 · Utilities				
2A-9.3a · Gas	87	3,522	2%	
2A-9.3b · Electricity	743	2,400	31%	
2A-9.3c · Water	534	1,000	53%	3Q always highest quarter
2A-9.3d · Telephone (2 lines)	307	1,225	25%	
2A-9.3e · Internet, AV	129	5,600	2%	
Total 2A-9.3 · Utilities	1,800	13,747	13%	
2A-9.4 · Fire Alarm - Monitoring	116	800	15%	
2A-9.5 · Sprinkler Testing	0	1,800	0%	
2A-9.6 · Janitorial Service	573	2,918	20%	
2A-9.75 · Contracted Contingency	0	9,000	0%	
2A-9.8 · McCathran Hall Maintenance	1,706	14,000	12%	
2A-9.9 · Maintenance Shop	0	2,000	0%	
Total 2A-9.0 · Municipal Buildings	4,195	44,765	9%	
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	1,036	4,500	23%
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	1,155	58,567	2%
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)	6,750	32,157	21%
2C-2.3 · Recycling Services (contract)	4,556	21,846	21%
2C-2.4 · Leaf Collection (contract)	0	20,460	0%
Total 2C-2.0 · Waste Collection & Disposal	11,306	80,997	14%
2D-1.0 · Parks			
2D-1.15 · Contract Services	16,397	52,272	31%
2D-1.16 · Contract Contingency	1,628	15,000	11%
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	245	10,000	2%
2D-1.41 · Contract Tree Removal	10,000	30,000	33%
2D-1.42 · Contract Tree Pruning	0	20,000	0%
2D-1.43 · Woods Management	8,963	50,000	18%
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	37,837	224,622	17%
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	1,242	1,000	124%
Total 2D-2.1 · Salaries	5,518	7,300	76%
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	265	750	35%	
2D-2.33 · Labor Day	0	300	0%	
2D-2.34 · BluestoberFest	900	1,200	75%	musicians only to date
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	6,780	3,000	226%	offset by sales. See Aug report
2D-2.42 · Edible Garden	0	500	0%	
2D-2.9 · Playground Equipment, Supplies	0	2,000	0%	
Total 2D-2.0 · Recreation	15,155	25,000	61%	
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	5,037	17,148	29%	
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	5,299	30,223	18%	
2D-4.0 · Lake				
2D-4.1 · Salaries				
2D-4.11 · Lifeguard	6,641	20,000	33%	
2D-4.12 · Swim Instructor	0	2,400	0%	
Total 2D-4.1 · Salaries	6,641	22,400	30%	
2D-4.2 · Supplies	246	1,700	14%	
2D-4.3 · Electricity	248	800	31%	
2D-4.4 · Water Testing & Treatment	3,065	7,000	44%	
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	10,200	34,200	30%	

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2F-1.0 · Racial and Social Equity			
2F-1.1 · Education Services	48	7,000	1%
2F-1.4 · Office Supplies	0	620	0%
Total 2F-1.0 · Racial and Social Equity	48	7,620	1%
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	2,323	3,000	77%
Total 2H-1.0 · Insurance	4,629	6,700	69%
2H-2.0 · Miscellaneous			
2H-2.1 · Misc. - Fire Dept Donation	0	500	0%
2H-2.2 · Contingency	894	4,500	20% sewer line inspection
2H-2.4 · George Paine Memorial Fund	0	5,130	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			
Medicare Town	406	1,401	29%
Social Security Town	1,737	5,992	29%
Total 2H-2.31 · Payroll Taxes & Fees	2,143	7,393	29%
2H-2.32 · Health Insurance Town Clerk Exp	2,400	10,241	23%
2H-2.33 · Retirement Benefit Town Clerk	0	2,552	0%
Total 2H-2.3 · Employee Benefits	4,543	20,186	23%
Total 2H-2.0 · Miscellaneous	5,437	30,316	18%
Total Expense	123,360	708,328	17%
Net Income	61,719	0	100%

Bank balances at 9/30/23:

Sandy Spring Bank CD#2	153,489
Sandy Spring Bank CD #1	101,359
PNC Bank MM Savings	243,521
MD Local Govmnt. Invest. Pool	1,469,770
PNC Bank - Checking	10,290
	<u>1,978,429</u>