

**Town of Washington Grove
Treasurer's Report - FY24 unaudited
July 1, 2023 through February 29, 2024**

	Jul '23 - Feb 24	Budget	% of Budget	
Income				
1A-1.1 · Real Property Tax	262,310	253,220	104%	future receipts will be lower
1A-1.2 · Dwelling Tax	53,682	54,000	99%	
1A-1.3 · Public Utility Op. Property Tax	0	5,000	0%	
1A-1.5 · Penalties & Interest	171			
1A-2.0 · Income Tax	96,617	132,056	73%	
1B-1.0 · Business Licenses	75	125	60%	
1B-2.0 · Building Permit Fees	450	150	300%	
1B-2.2 · Public Ways Permit Fees	10	100	10%	
1B-3.0 · Cable Television Franchise Fees	3,918	5,000	78%	
1C-2.11 · Highway User Revenue	14,672	52,500	28%	
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	885	1,200	74%	
1D-5.3 · Summer in the Parks	6,100	4,000	153%	well attended
Total 1D-5.0 · Recreation Program User Fees	6,985	5,200	134%	
1F-1.0 · Investment Earnings				
1F-1.1 · MLGIP Earnings	52,641	18,000	292%	
1F-1.4 · PNC MM Interest	5,559	90	6,177%	now at 4%
1F-1.5 · Sandy Spring CD Interest	6,418	800	802%	CDs now at 4% & 4.25%
Total 1F-1.0 · Investment Earnings	64,618	18,890	342%	
1F-2.0 · McCathran Hall Rental	1,550	1,500	103%	
1F-4.0 · Contributions & Donations	1,190			
1F-5.0 · ARPA Earned Revenue	12,821			
1F-6.0 · Miscellaneous Revenues-Other	12,514	2,000	626%	150th sales recorded here
1F-6.3 · Nicho's Trees	120			
1Z-1.0 · Use of Reserves	0	87,701	0%	
Total Income	622,589	708,328	88%	
Expense				
2A-3.0 · Executive				
2A-3.1 · Town Clerk Salary	34,446	51,038	67%	
2A-3.15 · Maintenance Coord Salary	1,200	6,600	18%	Werts and Clark
2A-3.2 · Telephone	340	650	52%	
2A-3.3 · Postage	0	250	0%	
2A-3.4 · Supplies	114	600	19%	
2A-3.5a · Website Operations	290	1,000	29%	
2A-3.6 · Information Technology Support	930	1,000	93%	extra email and phone support
2A-3.65 · Software	886	700	127%	mailchimp wasn't budgeted
2A-3.7 · Records Management	45	2,000	2%	
2A-3.9 · Office Equipment	159	500	32%	
2A-4.0 · Legal Notices	0	600	0%	

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2A-4.1 · Printing/Copying	0	300	0%	
2A-4.2 · MML Expenses	1,422	1,300	109%	
Total 2A-3.0 · Executive	39,832	66,538	60%	
2A-5.0 · Financial Administration				
2A-5.1 · Town Treasurer Salary	7,994	13,598	59%	
2A-5.2 · Postage	6	150	4%	
2A-5.3 · Supplies	404	150	269%	new printer needed
2A-5.35 · Software	1,794	2,805	64%	
2A-5.4 · Bond (1-yr)	0	100	0%	
2A-5.5 · Audit	6,321	7,900	80%	
2A-5.6 · Bank Service Charges	141	360	39%	
Total 2A-5.0 · Financial Administration	16,660	25,063	66%	
2A-6.0 · Legal				
2A-6.1 · Town Attorney	4,526	6,750	67%	
2A-6.2 · Other Expenses	0	600	0%	
Total 2A-6.0 · Legal	4,526	7,350	62%	
2A-8.0 · Planning and Zoning				
2A-8.9 · Energy Conversion Incentive	3,000	20,000	15%	
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	286	6,000	5%	
2A-8.7 · Emergency Preparedness & Safety	0	1,500	0%	
2A-8.8 · Stormwater Projects	13,421			covered by deferred ARPA revenue
Total 2A-8.0 · Planning and Zoning	17,403	47,600	37%	
2A-9.0 · Municipal Buildings				
2A-9.2 · Supplies	0	500	0%	
2A-9.3 · Utilities				
2A-9.3a · Gas	2,075	3,522	59%	
2A-9.3b · Electricity	1,435	2,400	60%	
2A-9.3c · Water	776	1,000	78%	1Q FY24 seasonally high
2A-9.3d · Telephone (2 lines)	834	1,225	68%	
2A-9.3e · Internet, AV	903	5,600	16%	
Total 2A-9.3 · Utilities	6,023	13,747	44%	
2A-9.4 · Fire Alarm - Monitoring	646	800	81%	
2A-9.5 · Sprinkler Testing	920	1,800	51%	
2A-9.6 · Janitorial Service	1,515	2,918	52%	
2A-9.75 · Contracted Contingency	0	9,000	0%	
2A-9.8 · McCathran Hall Maintenance	6,173	14,000	44%	sprinkler repair
2A-9.9 · Maintenance Shop	0	2,000	0%	

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Total 2A-9.0 · Municipal Buildings	15,277	44,765	34%
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%
2C-1.15 · Snow & Ice Removal	2,400	3,000	80%
2C-1.16 · Street Name Signs	119	300	40%
2C-1.18 · Street Light Operation	3,117	4,500	69%
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	5,636	58,567	10%
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)	15,750	32,157	49%
2C-2.3 · Recycling Services (contract)	10,632	21,846	49%
2C-2.4 · Leaf Collection (contract)	16,740	20,460	82%
Total 2C-2.0 · Waste Collection & Disposal	43,122	80,997	53%
2D-1.0 · Parks			
2D-1.15 · Contract Services	43,724	52,272	84%
2D-1.16 · Contract Contingency	1,628	15,000	11%
2D-1.2 · Supplies	0	1,000	0%
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	22,050	30,000	74%
2D-1.42 · Contract Tree Pruning	0	20,000	0%
2D-1.43 · Woods Management	10,423	50,000	21%
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	1,375	6,000	23%
2D-1.47 · Tree Planting, Residential Area	6,891	30,000	23%
2D-1.48 · Nicho's Trees	0	1,850	0%
2D-1.55 · Forestry Education	0	500	0%
Total 2D-1.0 · Parks	86,445	224,622	38%

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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%	
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	1,080	1,200	90%	
2D-2.35 · Halloween Party	505	250	202%	
2D-2.36 · Holiday Show	489	1,500	33%	
2D-2.37 · Family Programs	0	1,000	0%	
2D-2.39 · Circle Fest	0	500	0%	
2D-2.4 · Washington Grove Film Society	250	1,200	21%	
2D-2.41 · 150th celebration	7,118	3,000	237%	expenses offset by sales
2D-2.42 · Edible Garden	505	500	101%	
2D-2.9 · Playground Equipment, Supplies	121	2,000	6%	
Total 2D-2.0 · Recreation	17,543	25,000	70%	
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	6,981	17,148	41%	
2D-3.4 · Archival Equipment & Supplies	226	750	30%	
2D-3.45 · Software	0	800	0%	
2D-3.5 · Preservation Workshops	11	750	1%	
2D-3.6 · Conference Fees	75	750	10%	
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	7,544	30,223	25%	
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%	

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2D-4.3 · Electricity	481	800	60%
2D-4.4 · Water Testing & Treatment	3,621	7,000	52%
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	10,989	34,200	32%
2F-1.0 · Racial and Social Equity			
2F-1.1 · Education Services	1,396	7,000	20%
2F-1.4 · Office Supplies	128	620	21%
Total 2F-1.0 · Racial and Social Equity	1,524	7,620	20%
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	2,999	3,000	100%
Total 2H-1.0 · Insurance	5,305	6,700	79%
2H-2.0 · Miscellaneous			
2H-2.1 · Misc. - Fire Dept Donation	0	500	0%
2H-2.2 · Contingency	1,441	4,500	32%
2H-2.4 · George Paine Memorial Fund	0	5,130	0%
2H-2.3 · Employee Benefits			
2H-2.31 · Payroll Taxes & Fees			
Medicare Town	799	1,401	57%
Social Security Town	3,415	5,992	57%
Total 2H-2.31 · Payroll Taxes & Fees	4,214	7,393	57%
2H-2.32 · Health Insurance Town Clerk Exp	6,692	10,241	65%
2H-2.33 · Retirement Benefit Town Clerk	0	2,552	0%
Total 2H-2.3 · Employee Benefits	10,906	20,186	54%
Total 2H-2.0 · Miscellaneous	12,347	30,316	41%
Total Expense	284,153	708,328	40%
Net Income	338,436	0	100%

Bank balances at 2/29/24:

Sandy Spring Bank CD#2	156,188	
Sandy Spring Bank CD #1	103,039	
PNC Bank MM Savings	176,983	moved \$250k to MLGIP 2/21/24
MD Local Govmnt. Invest. Pool	1,753,484	425,071 remaining ARPA funds
PNC Bank - Checking	60,423	\$30k moved to MM 3/4/24
	<u>2,250,117</u>	