

Town of Washington Grove
Treasurer's Report - FY24 Unaudited
 July 2023 - March 2024

	Actual	Budget	% of Budget	
Income				
1A-1.1 Real Property Tax	260,210	253,220	103%	
1A-1.2 Dwelling Tax	54,054	54,000	100%	
1A-1.3 Public Utility Op. Property Tax	4,118	5,000	82%	
1A-1.5 Penalties & Interest	250			
1A-2.0 Income Tax	100,874	132,056	76%	
1B-1.0 Business Licenses	75	125	60%	
1B-2.0 Building Permit Fees	550	150	367%	increased applications
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	23,321	52,500	44%	
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	922	1,200	77%	
1D-5.3 Summer in the Parks	6,100	4,000	153%	well attended
Total 1D-5.0 Recreation Program User Fees	\$ 7,022	\$ 5,200	135%	
1F-1.0 Investment Earnings				
1F-1.1 MLGIP Earnings	59,525	18,000	331%	
1F-1.4 PNC MM Interest	6,293	90	6992%	now at 4%
1F-1.5 Sandy Spring CD Interest	7,275	800	909%	CDs now at 4.16%
Total 1F-1.0 Investment Earnings	\$ 73,094	\$ 18,890	387%	
1F-2.0 McCathran Hall Rental	1,600	1,500	107%	
1F-4.0 Contributions & Donations	1,190			
1F-5.0 ARPA Earned Revenue	14,021			
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		87,701	0%	
Services	936			
Total Income	\$ 648,764	\$ 708,328	92%	
Gross Profit	\$ 648,764	\$ 708,328	92%	
Expenses				
2A-3.0 Executive				
2A-3.1 Town Clerk Salary	38,750	51,038	76%	
2A-3.15 Maintenance Coord Salary	1,200	6,600	18%	Werts and Clark
2A-3.2 Telephone	444	650	68%	
2A-3.3 Postage		250	0%	
2A-3.4 Supplies	245	600	41%	

2A-3.5a Website Operations	571	1,000	57%	
2A-3.6 Information Technology Support	930	1,000	93%	extra email and phone support
2A-3.65 Software	1,062	700	152%	added needed software
2A-3.7 Records Management	45	2,000	2%	
2A-3.9 Office Equipment	159	500	32%	
2A-4.0 Legal Notices		600	0%	
2A-4.1 Printing/Copying		300	0%	
2A-4.2 MML Expenses	1,684	1,300	130%	FY23 expenses caught up on
Total 2A-3.0 Executive	\$ 45,091	\$ 66,538	68%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	9,674	13,598	71%	
2A-5.2 Postage	6	150	4%	
2A-5.3 Supplies	407	150	271%	new printer needed
2A-5.35 Software	2,020	2,805	72%	
2A-5.4 Bond (1-yr)		100	0%	
2A-5.5 Audit	6,321	7,900	80%	
2A-5.6 Bank Service Charges	149	360	41%	
Total 2A-5.0 Financial Administration	\$ 18,575	\$ 25,063	74%	
2A-6.0 Legal				
2A-6.1 Town Attorney	5,746	6,750	85%	
2A-6.2 Other Expenses		600	0%	
Total 2A-6.0 Legal	\$ 5,746	\$ 7,350	78%	
2A-8.0 Planning and Zoning				
2A-8.2 Border Identity Improvements	4,549	14,000	32%	
2A-8.3 Surveying and Mapping		5,000	0%	
2A-8.4 Code Enforcement		1,000	0%	
2A-8.5 Supplies		100	0%	
2A-8.6 Sustainability	286	6,000	5%	
2A-8.7 Emergency Preparedness & Safety		1,500	0%	
2A-8.8 Stormwater Projects	14,021			covered by deferred ARPA revenue
2A-8.9 Energy Conversion Incentive	3,000	20,000	15%	
Total 2A-8.0 Planning and Zoning	\$ 21,856	\$ 47,600	46%	
2A-9.0 Municipal Buildings				
2A-9.2 Supplies	102	500	20%	
2A-9.3 Utilities				
2A-9.3a Gas	2,306	3,522	65%	
2A-9.3b Electricity	1,478	2,400	62%	
2A-9.3c Water	969	1,000	97%	1Q FY24 seasonally high
2A-9.3d Telephone (2 lines)	939	1,225	77%	
2A-9.3e Internet, AV	1,032	5,600	18%	
Total 2A-9.3 Utilities	\$ 6,725	\$ 13,747	49%	
2A-9.4 Fire Alarm - Monitoring	646	800	81%	
2A-9.5 Sprinkler Testing	920	1,800	51%	
2A-9.6 Janitorial Service	1,718	2,918	59%	

2A-9.75 Contracted Contingency		9,000	0%
2A-9.8 McCathran Hall Maintenance	6,349	14,000	45% sprinkler repair
2A-9.9 Maintenance Shop		2,000	0%
Total 2A-9.0 Municipal Buildings	\$ 16,459	\$ 44,765	37%
2C-1.1 Streets, Roadways, & Alleys			
2C-1.13 Resurfacing		40,000	0%
2C-1.14 Speed Humps		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	3,513	4,500	78%
2C-1.1a Contract Services		3,267	0%
2C-1.20 Lighting Design Consultant		2,500	0%
2C1.181 Street Light Repair		1,000	0%
Total 2C-1.1 Streets, Roadways, & Alleys	\$ 6,032	\$ 58,567	10%
2C-1.2 Walkways			
2C-1.22 Supplies	894	500	179% gravel to used over time
2C-1.23 Walkway Restoration		5,000	0%
2C-1.25 Walkway Lighting		2,000	0%
2C-1.26 Contract Services		3,267	0%
2C-1.27 Contract Contingency		6,000	0%
Total 2C-1.2 Walkways	\$ 894	\$ 16,767	5%
2C-1.3 Street Sanitation		2,000	0%
2C-2.0 Waste Collection & Disposal			
2C-2.15 Contract Services		6,534	0%
2C-2.2 Trash Collection (contract)	20,300	32,157	63%
2C-2.3 Recycling Services (contract)	13,703	21,846	63%
2C-2.4 Leaf Collection (contract)	16,740	20,460	82%
Total 2C-2.0 Waste Collection & Disposal	\$ 50,744	\$ 80,997	63%
2D-1.0 Parks			
2D-1.15 Contract Services	49,189	52,272	94%
2D-1.16 Contract Contingency	1,628	15,000	11%
2D-1.2 Supplies		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		20,000	0%
2D-1.43 Woods Management	11,613	50,000	23%
2D-1.44 Beautification Plantings		6,000	0%
2D-1.45 Licensed Tree Expert		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		1,850	0%
2D-1.55 Forestry Education		500	0%
Total 2D-1.0 Parks	\$ 93,100	\$ 224,622	41%

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	\$ 5,517	\$ 7,300	76%
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2D-2.2 Supplies

2D-2.21 Summer in the Parks	1,692	3,000	56%
2D-2.23 Tennis Courts		500	0%

Total 2D-2.2 Supplies	\$ 1,692	\$ 3,500	48%
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2D-2.31 Music Weekend		2,000	0%
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2D-2.32 Fourth of July	265	750	35%
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2D-2.33 Labor Day		300	0%
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2D-2.34 BluestoberFest	1,080	1,200	90%
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2D-2.35 Halloween Party	505	250	202%
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2D-2.36 Holiday Show	489	1,500	33%
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2D-2.37 Family Programs		1,000	0%
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2D-2.39 Circle Fest		500	0%
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2D-2.4 Washington Grove Film Society	925	1,200	77%
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2D-2.41 150th celebration	7,118	3,000	237% expenses offset by sales
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2D-2.42 Edible Garden	505	500	101%
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2D-2.9 Playground Equipment, Supplies	164	2,000	8%
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Total 2D-2.0 Recreation	\$ 18,261	\$ 25,000	73%
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2D-3.0 Historic Preservation

2D-3.1 Commission Secretary		1,275	0%
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2D-3.10 Special Projects		5,000	0%
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2D-3.2 Preservation Award	251	250	100%
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2D-3.3 Archives Worker	6,981	17,148	41%
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2D-3.4 Archival Equipment & Supplies	226	750	30%
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2D-3.45 Software		800	0%
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2D-3.5 Preservation Workshops	11	750	1%
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2D-3.6 Conference Fees	75	750	10%
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2D-3.7 Design Guidelines		500	0%
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2D-3.8 NR Historic District Update		500	0%
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2D-3.9 Professional Services		2,500	0%
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Total 2D-3.0 Historic Preservation	\$ 7,543	\$ 30,223	25%
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2D-4.0 Lake**2D-4.1 Salaries**

2D-4.11 Lifeguard	6,641	20,000	33%
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2D-4.12 Swim Instructor		2,400	0%
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Total 2D-4.1 Salaries	\$ 6,641	\$ 22,400	30%
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2D-4.2 Supplies	246	1,700	14%
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2D-4.3 Electricity	508	800	63%
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2D-4.4 Water Testing & Treatment	4,176	7,000	60%
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2D-4.5 Fencing		1,500	0%
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2D-4.6 Footbridge & Dock	500	0%	
2D-4.7 Lifeguard Training	300	0%	
Total 2D-4.0 Lake	\$ 11,570	\$ 34,200	34%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	1,396	7,000	20%
2F-1.4 Office Supplies	144	620	23%
Total 2F-1.0 Racial and Social Equity	\$ 1,540	\$ 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	500	0%	
2H-2.2 Contingency	1,441	4,500	32% sewer inspection, book purchase
2H-2.3 Employee Benefits			
2H-2.31 Payroll Taxes & Fees			
Medicare Town	884	1,401	63%
Social Security Town	3,781	5,992	63%
Total 2H-2.31 Payroll Taxes & Fees	\$ 4,665	\$ 7,393	63%
2H-2.32 Health Insurance Town Clerk Exp	7,565	10,241	74%
2H-2.33 Retirement Benefit Town Clerk		2,552	0%
Total 2H-2.3 Employee Benefits	\$ 12,230	\$ 20,186	61%
2H-2.4 George Paine Memorial Fund		5,130	0%
Total 2H-2.0 Miscellaneous	\$ 13,671	\$ 30,316	45%
Total Expenses	\$ 316,386	\$ 708,328	45%
Net Operating Income	\$ 332,378	\$ 0	
Net Income	\$ 332,378	\$ 0	

Bank balances at 3/31/24:

Sandy Spring Bank CD#2	156,704	
Sandy Spring Bank CD #1	103,380	
PNC Bank MM Savings	211,123	
MD Local Govmnt. Invest. Pool	1,760,369	\$ 423,871 remaining ARPA funds
PNC Bank - Checking	9,856	\$30k moved to MM 3/4/24
	<u>2,241,432</u>	