

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

	<u>Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
1A-1.1 Real Property Tax	260,211	253,220	103%
1A-1.2 Dwelling Tax	54,054	54,000	100%
1A-1.3 Public Utility Op. Property Tax	5,811	5,000	116%
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	560	150	373% 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	67,544	18,000	375%
1F-1.4 PNC MM Interest	7,828	90	8698% now at 4%
1F-1.5 Sandy Spring CD Interest	8,196	800	1025% CDs now at 4.16%
Total 1F-1.0 Investment Earnings	\$ 83,568	\$ 18,890	442%
1F-2.0 McCathran Hall Rental	1,750	1,500	117%
1F-4.0 Contributions & Donations	1,190		\$1k for trees; \$150 WCWG to Holiday Show
1F-5.0 ARPA Earned Revenue	14,321		
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%
Total Income	\$ 660,456	\$ 708,328	93%
Gross Profit	\$ 660,456	\$ 708,328	93%
Expenses			
2A-3.0 Executive			
2A-3.1 Town Clerk Salary	43,468	51,038	85%
2A-3.15 Maintenance Coord Salary	1,200	6,600	18% Werts and Clark
2A-3.2 Telephone	496	650	76%
2A-3.3 Postage	68	250	27%
2A-3.4 Supplies	679	600	113%
2A-3.5a Website Operations	871	1,000	87%
2A-3.6 Information Technology Support	930	1,000	93% extra email and phone support

2A-3.65 Software	1,181	700	169%	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	652	600	109%	
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	\$ 51,433	\$ 66,538	77%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	10,747	13,598	79%	
2A-5.2 Postage	74	150	49%	
2A-5.3 Supplies	407	150	271%	new printer needed
2A-5.35 Software	2,200	2,805	78%	
2A-5.4 Bond (1-yr)		100	0%	
2A-5.5 Audit	6,321	7,900	80%	
2A-5.6 Bank Service Charges	156	360	43%	
Total 2A-5.0 Financial Administration	\$ 19,904	\$ 25,063	79%	
2A-6.0 Legal				
2A-6.1 Town Attorney	6,115	6,750	91%	
2A-6.2 Other Expenses		600	0%	
Total 2A-6.0 Legal	\$ 6,115	\$ 7,350	83%	
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	14,321			covered by deferred ARPA revenue
2A-8.9 Energy Conversion Incentive	3,000	20,000	15%	
Total 2A-8.0 Planning and Zoning	\$ 22,156	\$ 47,600	47%	
2A-9.0 Municipal Buildings				
2A-9.2 Supplies	128	500	26%	
2A-9.3 Utilities				
2A-9.3a Gas	2,306	3,522	65%	
2A-9.3b Electricity	1,499	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	\$ 6,745	\$ 13,747	49%	
2A-9.4 Fire Alarm - Monitoring	646	800	81%	
2A-9.5 Sprinkler Testing	1,227	1,800	68%	
2A-9.6 Janitorial Service	1,875	2,918	64%	
2A-9.75 Contracted Contingency		9,000	0%	
2A-9.8 McCathran Hall Maintenance	7,099	14,000	51%	sprinkler repair

2A-9.9 Maintenance Shop		2,000	0%
Total 2A-9.0 Municipal Buildings	\$ 17,721	\$ 44,765	40%
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	3,885	4,500	86%
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	\$ 6,404	\$ 58,567	11%
2C-1.2 Walkways			
2C-1.22 Supplies		500	0%
2C-1.23 Walkway Restoration	894	5,000	18% gravel to use on walkways over time
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)	18,600	20,460	91%
Total 2C-2.0 Waste Collection & Disposal	\$ 52,604	\$ 80,997	65%
2D-1.0 Parks			
2D-1.15 Contract Services	60,120	52,272	115%
2D-1.16 Contract Contingency	3,123	15,000	21%
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	26,250	30,000	88%
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	\$ 109,726	\$ 224,622	49%
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%
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%
2D-2.31 Music Weekend		2,000	0%
2D-2.32 Fourth of July	265	750	35%
2D-2.33 Labor Day		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		1,000	0%
2D-2.39 Circle Fest		500	0%
2D-2.4 Washington Grove Film Society	925	1,200	77%
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	605	2,000	30%
Total 2D-2.0 Recreation	\$ 18,702	\$ 25,000	75%
2D-3.0 Historic Preservation			
2D-3.1 Commission Secretary		1,275	0%
2D-3.10 Special Projects		5,000	0%
2D-3.2 Preservation Award	251	250	100%
2D-3.3 Archives Worker	8,102	17,148	47%
2D-3.4 Archival Equipment & Supplies	606	750	81%
2D-3.45 Software		800	0%
2D-3.5 Preservation Workshops	11	750	1%
2D-3.6 Conference Fees	75	750	10%
2D-3.7 Design Guidelines		500	0%
2D-3.8 NR Historic District Update		500	0%
2D-3.9 Professional Services		2,500	0%
Total 2D-3.0 Historic Preservation	\$ 9,045	\$ 30,223	30%
2D-4.0 Lake			
2D-4.1 Salaries			
2D-4.11 Lifeguard	6,641	20,000	33%
2D-4.12 Swim Instructor		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	508	800	63%
2D-4.4 Water Testing & Treatment	4,732	7,000	68%
2D-4.5 Fencing		1,500	0%
2D-4.6 Footbridge & Dock		500	0%
2D-4.7 Lifeguard Training		300	0%

Total 2D-4.0 Lake	\$ 12,126	\$ 34,200	35%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	2,167	7,000	31%
2F-1.4 Office Supplies	160	620	26%
Total 2F-1.0 Racial and Social Equity	\$ 2,327	\$ 7,620	31%
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	966	1,401	69%
Social Security Town	4,131	5,992	69%
Total 2H-2.31 Payroll Taxes & Fees	\$ 5,097	\$ 7,393	69%
2H-2.32 Health Insurance Town Clerk Exp	8,438	10,241	82%
2H-2.33 Retirement Benefit Town Clerk		2,552	0%
Total 2H-2.3 Employee Benefits	\$ 13,536	\$ 20,186	67%
2H-2.4 George Paine Memorial Fund		5,130	0%
Total 2H-2.0 Miscellaneous	\$ 14,977	\$ 30,316	49%
Total Expenses	\$ 349,438	\$ 708,328	49%
Net Operating Income	\$ 311,018	\$ 0	
Net Income	\$ 311,018	\$ 0	

Bank balances at 4/30/24:

Sandy Spring Bank CD #2	157,260	
Sandy Spring Bank CD #1	103,746	
PNC Bank MM Savings	182,155	
MD Local Govmnt. Invest. Pool	1,768,388	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	7,656	\$20k moved from MM 4/7/24; \$10 on 4/25/24
	<u>2,219,205</u>	