

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

	<u>Actual</u>	<u>Total Budget</u>	<u>% of Budget</u>	
Income				
1A-1.1 Real Property Tax	260,226	253,220	102.77%	
1A-1.2 Dwelling Tax	54,054	54,000	100.10%	
1A-1.3 Public Utility Op. Property Tax	5,811	5,000	116.22%	
1A-1.5 Penalties & Interest	250			
1A-2.0 Income Tax	161,475	132,056	122.28%	
1B-1.0 Business Licenses	75	125	60.00%	
1B-2.0 Building Permit Fees	760	150	506.67%	increased applications
1B-2.2 Public Ways Permit Fees	20	100	20.00%	
1B-3.0 Cable Television Franchise Fees	5,220	5,000	104.40%	
1C-2.11 Highway User Revenue	30,706	52,500	58.49%	
1C-3.0 County Muni Tax Duplication	90,886	90,886	100.00%	
1D-5.0 Recreation Program User Fees				
1D-5.1 Washington Grove Film Society	922	1,200	76.83%	
1D-5.3 Summer in the Parks	6,100	4,000	152.50%	well attended
Total 1D-5.0 Recreation Program User Fees	\$ 7,022	\$ 5,200	135.04%	
1F-1.0 Investment Earnings				
1F-1.1 MLGIP Earnings	83,416	18,000	463.42%	
1F-1.4 PNC MM Interest	8,239	90	9154.38%	now at 4%
1F-1.5 Sandy Spring CD Interest	10,017	800	1252.15%	CDs now at 4.16%
Total 1F-1.0 Investment Earnings	\$ 101,672	\$ 18,890	538.23%	
1F-2.0 McCathran Hall Rental	2,600	1,500	173.33%	
1F-4.0 Contributions & Donations	1,190			\$1k for trees; \$150 WCWG to Holiday Show
1F-5.0 ARPA Earned Revenue	14,321			reflects release for FY expenses
1F-6.0 Miscellaneous Revenues-Other	12,514	2,000	625.72%	150th sales recorded here
1F-6.3 Nicho's Trees	120			
1Z-1.0 Use of Reserves		87,701	0.00%	
Total Income	\$ 748,924	\$ 708,328	105.73%	
Gross Profit	\$ 748,924	\$ 708,328	105.73%	
Expenses				
2A-3.0 Executive				
2A-3.1 Town Clerk Salary	51,849	51,038	101.59%	
2A-3.15 Maintenance Coord Salary	1,200	6,600	18.18%	Werts and Clark
2A-3.2 Telephone	779	650	119.79%	switched to new phone service in June
2A-3.3 Postage	68	250	27.20%	
2A-3.4 Supplies	679	600	113.14%	
2A-3.5a Website Operations	871	1,000	87.14%	
2A-3.6 Information Technology Support	2,415	1,000	241.50%	extra email and phone support

2A-3.65 Software	1,375	700	196.41%	added needed software
2A-3.7 Records Management	240	2,000	12.00%	
2A-3.9 Office Equipment	585	500	117.00%	new shredder
2A-4.0 Legal Notices	652	600	108.65%	
2A-4.1 Printing/Copying		300	0.00%	
2A-4.2 MML Expenses	1,684	1,300	129.53%	FY23 expenses caught up on
Total 2A-3.0 Executive	\$ 62,396	\$ 66,538	93.78%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	13,442	13,598	98.86%	
2A-5.2 Postage	74	150	49.19%	
2A-5.3 Supplies	407	150	271.04%	new printer needed
2A-5.35 Software	2,602	2,805	92.77%	
2A-5.4 Bond (1-yr)	100	100	100.00%	
2A-5.5 Audit	7,765	7,900	98.29%	
2A-5.6 Bank Service Charges	171	360	47.43%	
Total 2A-5.0 Financial Administration	\$ 24,561	\$ 25,063	98.00%	
2A-6.0 Legal				
2A-6.1 Town Attorney	6,275	6,750	92.96%	
2A-6.2 Other Expenses		600	0.00%	
Total 2A-6.0 Legal	\$ 6,275	\$ 7,350	85.37%	
2A-8.0 Planning and Zoning				
2A-8.2 Border Identity Improvements	4,915	14,000	35.10%	
2A-8.3 Surveying and Mapping		5,000	0.00%	
2A-8.4 Code Enforcement		1,000	0.00%	
2A-8.5 Supplies	75	100	74.95%	
2A-8.6 Sustainability	436	6,000	7.27%	
2A-8.7 Emergency Preparedness & Safety		1,500	0.00%	
2A-8.8 Stormwater Projects	14,321			covered by deferred ARPA revenue
2A-8.9 Energy Conversion Incentive	3,000	20,000	15.00%	
Total 2A-8.0 Planning and Zoning	\$ 22,747	\$ 47,600	47.79%	
2A-9.0 Municipal Buildings				
2A-9.2 Supplies	149	500	29.81%	
2A-9.3 Utilities				
2A-9.3a Gas	2,634	3,522	74.80%	
2A-9.3b Electricity	1,968	2,400	82.01%	
2A-9.3c Water	1,258	1,000	125.78%	1Q FY24 seasonally high
2A-9.3d Telephone (2 lines)	1,261	1,225	102.93%	
2A-9.3e Internet, AV	1,419	5,600	25.34%	
Total 2A-9.3 Utilities	\$ 8,540	\$ 13,747	62.12%	
2A-9.4 Fire Alarm - Monitoring	762	800	95.25%	
2A-9.5 Sprinkler Testing	1,227	1,800	68.17%	
2A-9.6 Janitorial Service	2,178	2,918	74.63%	
2A-9.75 Contracted Contingency		9,000	0.00%	
2A-9.8 McCathran Hall Maintenance	6,720	14,000	48.00%	

2A-9.9 Maintenance Shop		2,000	0.00%
Total 2A-9.0 Municipal Buildings	\$ 19,577	\$ 44,765	43.73%
2C-1.1 Streets, Roadways, & Alleys			
2C-1.12 Supplies	1,550		
2C-1.13 Resurfacing		40,000	0.00%
2C-1.14 Speed Humps		4,000	0.00%
2C-1.15 Snow & Ice Removal	2,400	3,000	80.00%
2C-1.16 Street Name Signs	119	300	39.58%
2C-1.18 Street Light Operation	4,246	4,500	94.35%
2C-1.1a Contract Services		3,267	0.00%
2C-1.20 Lighting Design Consultant		2,500	0.00%
2C1.181 Street Light Repair	88	1,000	8.83%
Total 2C-1.1 Streets, Roadways, & Alleys	\$ 8,403	\$ 58,567	14.35%
2C-1.2 Walkways			
2C-1.22 Supplies		500	0.00%
2C-1.23 Walkway Restoration	894	5,000	17.87% gravel to use on walkways over time
2C-1.25 Walkway Lighting		2,000	0.00%
2C-1.26 Contract Services		3,267	0.00%
2C-1.27 Contract Contingency		6,000	0.00%
Total 2C-1.2 Walkways	\$ 894	\$ 16,767	5.33%
2C-1.3 Street Sanitation		2,000	0.00%
2C-2.0 Waste Collection & Disposal			
2C-2.15 Contract Services		6,534	0.00%
2C-2.2 Trash Collection (contract)	27,230	32,157	84.68%
2C-2.3 Recycling Services (contract)	18,381	21,846	84.14%
2C-2.4 Leaf Collection (contract)	18,600	20,460	90.91%
Total 2C-2.0 Waste Collection & Disposal	\$ 64,211	\$ 80,997	79.28%
2D-1.0 Parks			
2D-1.15 Contract Services	65,586	52,272	125.47%
2D-1.16 Contract Contingency	14,136	15,000	94.24%
2D-1.2 Supplies	178	1,000	17.79%
2D-1.3 Vehicle & Equipment O&M	109	1,000	10.89%
2D-1.4 Contract Tree Watering	245	10,000	2.45%
2D-1.41 Contract Tree Removal	33,475	30,000	111.58%
2D-1.42 Contract Tree Pruning		20,000	0.00%
2D-1.43 Woods Management	21,663	50,000	43.33%
2D-1.44 Beautification Plantings		6,000	0.00%
2D-1.45 Licensed Tree Expert		1,000	0.00%
2D-1.46 Tree Health & Mgmt -Parks	2,853	6,000	47.55%
2D-1.47 Tree Planting, Residential Area	12,286	30,000	40.95%
2D-1.48 Nicho's Trees		1,850	0.00%
2D-1.55 Forestry Education	50	500	10.00%
Total 2D-1.0 Parks	\$ 150,580	\$ 224,622	67.04%
2D-2.0 Recreation			

2D-2.1 Salaries			
2D-2.11 Summer in the Parks	4,276	6,300	67.87%
2D-2.13 Tennis Court Maintenance	1,865	1,000	186.55%
Total 2D-2.1 Salaries	\$ 6,141	\$ 7,300	84.13%
2D-2.2 Supplies			
2D-2.21 Summer in the Parks	1,692	3,000	56.39%
2D-2.23 Tennis Courts	21	500	4.24%
Total 2D-2.2 Supplies	\$ 1,713	\$ 3,500	48.94%
2D-2.31 Music Weekend	1,993	2,000	99.64%
2D-2.32 Fourth of July	265	750	35.34%
2D-2.33 Labor Day		300	0.00%
2D-2.34 BluestoberFest	1,080	1,200	90.00%
2D-2.35 Halloween Party	505	250	201.97%
2D-2.36 Holiday Show	489	1,500	32.62%
2D-2.37 Family Programs		1,000	0.00%
2D-2.38 Art Night	391		
2D-2.39 Circle Fest	772	500	154.36%
2D-2.4 Washington Grove Film Society	925	1,200	77.08%
2D-2.41 150th celebration	7,167	3,000	238.92% expenses offset by sales
2D-2.42 Edible Garden	855	500	171.03%
2D-2.9 Playground Equipment, Supplies	605	2,000	30.25%
Total 2D-2.0 Recreation	\$ 22,901	\$ 25,000	91.60%
2D-3.0 Historic Preservation			
2D-3.1 Commission Secretary		1,275	0.00%
2D-3.10 Special Projects		5,000	0.00%
2D-3.2 Preservation Award	251	250	100.40%
2D-3.3 Archives Worker	9,274	17,148	54.08%
2D-3.4 Archival Equipment & Supplies	606	750	80.80%
2D-3.45 Software		800	0.00%
2D-3.5 Preservation Workshops	11	750	1.41%
2D-3.6 Conference Fees	75	750	10.00%
2D-3.7 Design Guidelines		500	0.00%
2D-3.8 NR Historic District Update		500	0.00%
2D-3.9 Professional Services		2,500	0.00%
Total 2D-3.0 Historic Preservation	\$ 10,217	\$ 30,223	33.80%
2D-4.0 Lake			
2D-4.1 Salaries			
2D-4.11 Lifeguard	10,520	20,000	52.60%
2D-4.12 Swim Instructor		2,400	0.00%
Total 2D-4.1 Salaries	\$ 10,520	\$ 22,400	46.96%
2D-4.2 Supplies	304	1,700	17.85%
2D-4.3 Electricity	714	800	89.28%
2D-4.4 Water Testing & Treatment	7,043	7,000	100.61%
2D-4.5 Fencing		1,500	0.00%

2D-4.6 Footbridge & Dock		500	0.00%
2D-4.7 Lifeguard Training	640	300	213.33%
Total 2D-4.0 Lake	\$ 19,221	\$ 34,200	56.20%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	2,440	7,000	34.86%
2F-1.4 Office Supplies	192	620	30.95%
Total 2F-1.0 Racial and Social Equity	\$ 2,632	\$ 7,620	34.54%
2H-1.0 Insurance			
2H-1.1 Liability Insurance	1,573	3,000	52.43%
2H-1.2 Property Insurance	733	700	104.71%
2H-1.3 Workers Compensation	2,410	3,000	80.33%
Total 2H-1.0 Insurance	\$ 4,716	\$ 6,700	70.39%
2H-2.0 Miscellaneous			
2H-2.1 Misc. - Fire Dept Donation	500	500	100.00%
2H-2.2 Contingency	1,441	4,500	32.02%
2H-2.3 Employee Benefits			
2H-2.31 Payroll Taxes & Fees			
Medicare Town	1,188	1,401	84.79%
Social Security Town	5,080	5,992	84.78%
Total 2H-2.31 Payroll Taxes & Fees	\$ 6,268	\$ 7,393	84.78%
2H-2.32 Health Insurance Town Clerk Exp	10,184	10,241	99.45%
2H-2.33 Retirement Benefit Town Clerk		2,552	0.00%
Total 2H-2.3 Employee Benefits	\$ 16,452	\$ 20,186	81.50%
2H-2.4 George Paine Memorial Fund		5,130	0.00%
Total 2H-2.0 Miscellaneous	\$ 18,393	\$ 30,316	60.67%
Total Expenses	\$ 437,723	\$ 708,328	61.80%
Net Operating Income	\$ 311,201	\$ 0	
Net Income	\$ 311,201	\$ 0	

Bank balances at 6/30/24:

Sandy Spring Bank CD #2	158,357	
Sandy Spring Bank CD #1	104,469	
PNC Bank MM Savings	147,256	
MD Local Govmnt. Invest. Pool	1,784,260	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	35,889	\$20k moved from MM 6/24/24
	<u>2,230,231</u>	