

TOWN OF WASHINGTON GROVE
Treasurer's Report - FY25 Unaudited
July 1-September 30, 2024

	Actual	Budget	% of Budget
Income			
1A-1.1 Real Property Tax	32,604	260,428	13%
1A-1.2 Dwelling Tax	4,671	38,985	12%
1A-1.25 Commercial Services Fee	1,272	1,272	100%
1A-1.3 Public Utility Op. Property Tax		5,000	0%
1A-2.0 Income Tax	26,860	137,262	20%
1B-1.0 Business Licenses	13	125	10%
1B-2.0 Building Permit Fees	230	300	77%
1B-2.2 Public Ways Permit Fees	100	100	100%
1B-3.0 Cable Television Franchise Fees	1,330	5,000	27%
1C-2.11 Highway User Revenue		60,000	0%
1C-3.0 County Muni Tax Duplication	94,986	94,986	100%
1D-5.0 Recreation Program User Fees			
1D-5.1 Washington Grove Film Society		1,000	0%
1D-5.3 Summer in the Parks	7,620	6,100	125%
Total 1D-5.0 Recreation Program User Fees	\$ 7,620	\$ 7,100	107%
1F-1.0 Investment Earnings			
1F-1.1 MLGIP Earnings	31,568	50,000	63%
1F-1.4 PNC MM Interest	1,561	8,000	20%
1F-1.5 Sandy Spring CD Interest	2,771	8,000	35%
Total 1F-1.0 Investment Earnings	\$ 35,899	\$ 66,000	54%
1F-2.0 McCathran Hall Rental	50	1,500	3%
1F-4.0 Contributions & Donations	1,050		Terry Cox Fund
1F-5.0 ARPA Earned Revenue		422,892	0%
1F-6.0 Miscellaneous Revenues-Other	500	2,000	25% Action Hauling #1/4 still unpaid
1Z-1.0 Use of Reserves		71,135	0%
Total Income	\$ 207,184	\$ 1,174,085	18%
Gross Profit	\$ 207,184	\$ 1,174,085	18%
Expenses			
2A-3.0 Executive			
2A-3.1 Town Clerk Salary	13,893	52,671	26%
2A-3.15 Maintenance Coord Salary		1,500	0%
2A-3.2 Telephone	178	480	37%
2A-3.3 Postage	41	250	16%
2A-3.4 Supplies		600	0%
2A-3.5a Website Operations	240	1,500	16%
2A-3.5b Town Website Modernization		1,500	0%
2A-3.5c ADA Aids and Services		2,500	0%

2A-3.6 Information Technology Support		2,000	0%
2A-3.65 Software	39	2,500	2%
2A-3.7 Records Management		2,000	0%
2A-3.9 Office Equipment	106	500	21%
2A-4.0 Legal Notices		700	0%
2A-4.1 Printing/Copying		300	0%
2A-4.2 MML Expenses	600	1,450	41%
Total 2A-3.0 Executive	\$ 15,097	\$ 70,451	21%
2A-5.0 Financial Administration			
2A-5.1 Town Treasurer Salary	3,650	17,010	21%
2A-5.2 Postage		100	0%
2A-5.3 Supplies		150	0%
2A-5.35 Software	1,208	3,400	36%
2A-5.4 Bond (1-yr)		100	0%
2A-5.5 Audit	2,177	7,900	28%
2A-5.6 Bank Service Charges	82	400	21%
Total 2A-5.0 Financial Administration	\$ 7,117	\$ 29,060	24%
2A-6.0 Legal			
2A-6.1 Town Attorney	415	7,000	6%
2A-6.2 Other Expenses		600	0%
Total 2A-6.0 Legal	\$ 415	\$ 7,600	5%
2A-8.0 Planning and Zoning			
2A-8.2 Border Identity Improvements	250	10,000	3%
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		1,800	0%
2A-8.7 Emergency Preparedness & Safety		1,500	0%
2A-8.8 Stormwater Projects		37,000	0%
2A-8.85 ARPA Fund Expenditures		422,892	0%
2A-8.9 Energy Conversion Incentive	1,500	20,000	8%
Total 2A-8.0 Planning and Zoning	\$ 1,750	\$ 499,292	0%
2A-9.0 Municipal Buildings			
2A-9.2 Supplies	292	500	58% SITP bathroom supplies
2A-9.3 Utilities			
2A-9.3a Gas	93	3,500	3%
2A-9.3b Electricity	42	2,400	2%
2A-9.3c Water	679	1,400	48% Garden and courts summer usage
2A-9.3d Telephone (2 lines)	321	1,300	25%
2A-9.3e Internet, AV	387	3,000	13%
Total 2A-9.3 Utilities	\$ 1,521	\$ 11,600	13%
2A-9.4 Fire Alarm - Monitoring	116	825	14%
2A-9.5 Sprinkler Testing	320	2,000	16%
2A-9.6 Janitorial Service	579	3,011	19%

2A-9.75 Contracted Contingency		9,000	0%
2A-9.8 McCathran Hall Maintenance	564	10,000	6%
2A-9.9 Maintenance Shop		2,000	0%
Total 2A-9.0 Municipal Buildings	\$ 3,392	\$ 38,936	9%
2C-1.1 Streets, Roadways, & Alleys			
2C-1.12 Supplies	7	1,000	1%
2C-1.13 Resurfacing	33,262	40,000	83% also partially expensed in FY24
2C-1.14 Speed Humps		4,000	0%
2C-1.15 Snow & Ice Removal		4,000	0%
2C-1.16 Street Name Signs		150	0%
2C-1.18 Street Light Operation	1,124	4,500	25%
2C-1.20 Lighting Design Consultant		2,500	0%
2C1.181 Street Light Repair	624	3,000	21%
Total 2C-1.1 Streets, Roadways, & Alleys	\$ 35,017	\$ 59,150	59%
2C-1.2 Walkways			
2C-1.22 Supplies		1,000	0%
2C-1.23 Walkway Restoration		2,000	0%
2C-1.25 Walkway Lighting		3,000	0%
2C-1.27 Contract Contingency	150	6,000	3%
Total 2C-1.2 Walkways	\$ 150	\$ 12,000	1%
2C-2.0 Waste Collection & Disposal			
2C-2.2 Trash Collection (contract)	7,571	30,286	25%
2C-2.3 Recycling Services (contract)	4,687	18,748	25%
2C-2.4 Leaf Collection (contract)		16,740	0%
Total 2C-2.0 Waste Collection & Disposal	\$ 12,259	\$ 65,774	19%
2D-1.0 Parks			
2D-1.15 Contract Services	16,397	65,832	25%
2D-1.16 Contract Contingency		15,000	0%
2D-1.2 Supplies		1,000	0%
2D-1.3 Vehicle & Equipment O&M		1,000	0%
2D-1.4 Contract Tree Watering	591	10,000	6%
2D-1.41 Contract Tree Removal	10,300	35,000	29%
2D-1.42 Contract Tree Pruning	3,174	20,000	16%
2D-1.43 Woods Management	1,350	50,000	3%
2D-1.44 Beautification Plantings		6,000	0%
2D-1.45 Licensed Tree Expert		1,000	0%
2D-1.46 Tree Health & Mgmt -Parks		6,000	0%
2D-1.47 Tree Planting, Residential Area		30,000	0%
2D-1.48 Nicho's Trees		1,970	0%
2D-1.55 Forestry Education		500	0%
2D-1.6 Stump Carving		5,000	0%
Total 2D-1.0 Parks	\$ 31,812	\$ 248,302	13%
2D-2.0 Recreation			
2D-2.1 Salaries			

2D-2.11 Summer in the Parks	6,411	6,300	102%
2D-2.13 Tennis Court Maintenance	1,225	1,500	82%
Total 2D-2.1 Salaries	\$ 7,636	\$ 7,800	98%
2D-2.2 Supplies			
2D-2.21 Summer in the Parks	2,523	3,000	84%
2D-2.23 Tennis Courts	268	500	54%
Total 2D-2.2 Supplies	\$ 2,791	\$ 3,500	80%
2D-2.31 Music Weekend		2,800	0%
2D-2.32 Fourth of July		500	0%
2D-2.33 Labor Day	470	400	117%
2D-2.34 BluestoberFest		1,400	0%
2D-2.35 Halloween Party		500	0%
2D-2.36 Holiday Show		1,200	0%
2D-2.37 Family Programs		1,000	0%
2D-2.38 Art Night		500	0%
2D-2.39 Circle Fest		1,500	0%
2D-2.4 Washington Grove Film Society		1,200	0%
2D-2.42 Edible Garden	267	700	38%
2D-2.8 Dog Park		275	0%
2D-2.9 Playground Equipment, Supplies		2,500	0%
2D-2.95 Playground Refurbishment		5,000	0%
Total 2D-2.0 Recreation	\$ 11,164	\$ 30,775	36%
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		250	0%
2D-3.3 Archives Worker	2,029	17,697	11%
2D-3.4 Archival Equipment & Supplies		750	0%
2D-3.45 Software		800	0%
2D-3.5 Preservation Workshops		750	0%
2D-3.6 Conference Fees		750	0%
2D-3.7 Design Guidelines		500	0%
2D-3.9 Professional Services		2,500	0%
Total 2D-3.0 Historic Preservation	\$ 2,029	\$ 30,272	7%
2D-4.0 Lake			
2D-4.1 Salaries			
2D-4.11 Lifeguard	12,041	20,000	60%
2D-4.12 Swim Instructor	1,528	2,500	61%
Total 2D-4.1 Salaries	\$ 13,569	\$ 22,500	60%
2D-4.2 Supplies	1,077	1,500	72%
2D-4.3 Electricity	30	800	4%
2D-4.4 Water Testing & Treatment	2,867	7,500	38%
2D-4.5 Fencing		1,500	0%
2D-4.7 Lifeguard Training		300	0%

Total 2D-4.0 Lake	\$ 17,542	\$ 34,100	51%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	239	9,700	2%
2F-1.4 Office Supplies	36	300	12%
Total 2F-1.0 Racial and Social Equity	\$ 275	\$ 10,000	3%
2H-1.0 Insurance			
2H-1.1 Liability Insurance	2,651	2,000	133% unpredicted rate increase
2H-1.2 Property Insurance	831	800	104%
2H-1.3 Workers Compensation	3,695	3,000	123% increase due to audit adjustment
Total 2H-1.0 Insurance	\$ 7,177	\$ 5,800	124%
2H-2.0 Miscellaneous			
2H-2.1 Misc. - Fire Dept Donation		750	0%
2H-2.2 Contingency		5,000	0%
2H-2.3 Employee Benefits			
2H-2.31 Payroll Taxes & Fees			
Medicare Town	558	1,494	37%
Social Security Town	2,384	6,390	37%
Total 2H-2.31 Payroll Taxes & Fees	\$ 2,942	\$ 7,884	37%
2H-2.32 Health Insurance Town Clerk Exp	2,619	11,174	23%
2H-2.xz Retirement Town Contrib		2,635	0%
Total 2H-2.3 Employee Benefits	\$ 5,561	\$ 21,693	26%
2H-2.4 George Paine Memorial Fund		5,130	0%
Total 2H-2.0 Miscellaneous	\$ 5,561	\$ 32,573	17%
Total Expenses	\$ 150,756	\$ 1,174,085	13%
Net Income	\$ 56,428	\$ 0	

Bank balances at 9/30/24:

Sandy Spring Bank CD #2	160,027	
Sandy Spring Bank CD #1	105,570	
PNC Bank MM Savings	** 231,487	
MD Local Govmnt. Invest. Pool	* 1,733,168	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	14,352	
	<u>2,244,604</u>	

* \$82,660 moved from MLGIP to checking on 9/3/24 to cover road paving

** \$10,000 transferred to checking on 9/5/24