

TOWN OF WASHINGTON GROVE
Treasurer's Report - FY25 Unaudited
July 1-October 31, 2024

	Actual	Budget	% of Budget
Income			
1A-1.1 Real Property Tax	145,818	260,428	56%
1A-1.2 Dwelling Tax	21,366	38,985	55%
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	31,672	137,262	23%
1B-1.0 Business Licenses	13	125	10%
1B-2.0 Building Permit Fees	250	300	83%
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	38,774	50,000	78%
1F-1.4 PNC MM Interest	2,518	8,000	31%
1F-1.5 Sandy Spring CD Interest	3,681	8,000	46%
Total 1F-1.0 Investment Earnings	\$ 44,972	\$ 66,000	68%
1F-2.0 McCathran Hall Rental	550	1,500	37%
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%
1Z-1.0 Use of Reserves		71,135	0%
Total Income	\$ 351,499	\$ 1,174,085	30%
Gross Profit	\$ 351,499	\$ 1,174,085	30%
Expenses			
2A-3.0 Executive			
2A-3.1 Town Clerk Salary	18,605	52,671	35%
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	12	600	2%
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	52	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	\$ 19,833	\$ 70,451	28%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	5,015	17,010	29%	
2A-5.2 Postage		100	0%	
2A-5.3 Supplies	81	150	54%	
2A-5.35 Software	1,546	3,400	45%	
2A-5.4 Bond (1-yr)		100	0%	
2A-5.5 Audit	5,952	7,900	75%	
2A-5.6 Bank Service Charges	90	400	22%	
Total 2A-5.0 Financial Administration	\$ 12,684	\$ 29,060	44%	
2A-6.0 Legal				
2A-6.1 Town Attorney	423	7,000	6%	
2A-6.2 Other Expenses		600	0%	
Total 2A-6.0 Legal	\$ 423	\$ 7,600	6%	
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	158	3,500	5%	
2A-9.3b Electricity	704	2,400	29%	
2A-9.3c Water	679	1,400	48%	Garden and courts summer usage
2A-9.3d Telephone (2 lines)	428	1,300	33%	
2A-9.3e Internet, AV	635	3,000	21%	
Total 2A-9.3 Utilities	\$ 2,605	\$ 11,600	22%	
2A-9.4 Fire Alarm - Monitoring	425	825	52%	
2A-9.5 Sprinkler Testing	957	2,000	48%	
2A-9.6 Janitorial Service	834	3,011	28%	

2A-9.75 Contracted Contingency		9,000	0%
2A-9.8 McCathran Hall Maintenance	2,916	10,000	29%
2A-9.9 Maintenance Shop		2,000	0%
Total 2A-9.0 Municipal Buildings	\$ 8,029	\$ 38,936	21%
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	1,568	4,500	35%
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	\$ 35,461	\$ 59,150	60%
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)	10,095	30,286	33%
2C-2.3 Recycling Services (contract)	6,249	18,748	33%
2C-2.4 Leaf Collection (contract)	4,185	16,740	25%
Total 2C-2.0 Waste Collection & Disposal	\$ 20,530	\$ 65,774	31%
2D-1.0 Parks			
2D-1.15 Contract Services	21,862	65,832	33%
2D-1.16 Contract Contingency	2,650	15,000	18%
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	11,700	35,000	33%
2D-1.42 Contract Tree Pruning	3,624	20,000	18%
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	\$ 41,777	\$ 248,302	17%
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	35	500	7%
2D-2.33 Labor Day	592	400	148%
2D-2.34 BluestoberFest	1,306	1,400	93%
2D-2.35 Halloween Party	521	500	104%
2D-2.36 Holiday Show		1,200	0%
2D-2.37 Family Programs		1,000	0%
2D-2.38 Art Night	140	500	28%
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	\$ 13,289	\$ 30,775	43%
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	326	800	41%
2D-4.4 Water Testing & Treatment	3,422	7,500	46%
2D-4.5 Fencing		1,500	0%
2D-4.7 Lifeguard Training		300	0%

Total 2D-4.0 Lake	\$ 18,393	\$ 34,100	54%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	1,439	9,700	15%
2F-1.4 Office Supplies	36	300	12%
Total 2F-1.0 Racial and Social Equity	\$ 1,475	\$ 10,000	15%
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	3,550	5,000	71%
2H-2.3 Employee Benefits			
2H-2.31 Payroll Taxes & Fees			
Medicare Town	645	1,494	43%
Social Security Town	2,759	6,390	43%
Total 2H-2.31 Payroll Taxes & Fees	\$ 3,404	\$ 7,884	43%
2H-2.32 Health Insurance Town Clerk Exp	3,492	11,174	31%
2H-2.xz Retirement Town Contrib		2,635	0%
Total 2H-2.3 Employee Benefits	\$ 6,896	\$ 21,693	32%
2H-2.4 George Paine Memorial Fund		5,130	0%
Total 2H-2.0 Miscellaneous	\$ 10,446	\$ 32,573	32%
Total Expenses	\$ 193,445	\$ 1,174,085	16%
Net Income	\$ 158,053	\$ 0	

Bank balances at 10/31/24:

Sandy Spring Bank CD #2	160,576	
Sandy Spring Bank CD #1	105,931	
PNC Bank MM Savings	*	337,353
MD Local Govmnt. Invest. Pool	1,740,374	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	18,323	
	<u>2,362,557</u>	

* \$25,000 transferred to checking in October