

TOWN OF WASHINGTON GROVE
Treasurer's Report - FY25 Unaudited
July 1-January 31, 2025

	Actual	Budget	% of Budget
Income			
1A-1.1 Real Property Tax	258,279	260,428	99%
1A-1.2 Dwelling Tax	36,690	38,985	94%
1A-1.25 Commercial Services Fee	1,272	1,272	100%
1A-1.3 Public Utility Op. Property Tax		5,000	0% historically comes in 2nd 1/2 of FY
1A-1.5 Penalties & Interest	-40		
1A-2.0 Income Tax	91,614	137,262	67%
1B-1.0 Business Licenses	63	125	50%
1B-2.0 Building Permit Fees	270	300	90%
1B-2.2 Public Ways Permit Fees	100	100	100%
1B-3.0 Cable Television Franchise Fees	3,150	5,000	63%
1C-2.11 Highway User Revenue	16,065	60,000	27%
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	52,438	50,000	105%
1F-1.4 PNC MM Interest	5,592	8,000	70%
1F-1.5 Sandy Spring CD Interest	6,491	8,000	81%
Total 1F-1.0 Investment Earnings	\$ 64,521	\$ 66,000	98%
1F-2.0 McCathran Hall Rental	1,790	1,500	119%
1F-4.0 Contributions & Donations	5,250		see below for tracking of new funds
1F-5.0 ARPA Earned Revenue		422,892	1%
1F-6.0 Miscellaneous Revenues-Other	15,025	2,000	751% \$14k sale of equipment/truck
1Z-1.0 Use of Reserves		71,135	0%
Total Income	\$ 596,654	\$ 1,174,085	51%
Gross Profit	\$ 596,654	\$ 1,174,085	51%
Expenses			
2A-3.0 Executive			
2A-3.1 Town Clerk Salary	32,313	52,671	61%
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	29	600	5%
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	1,058	2,000	53%	
2A-3.65 Software	461	2,500	18%	
2A-3.7 Records Management	195	2,000	10%	
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	700	1,450	48%	
Total 2A-3.0 Executive	\$ 35,320	\$ 70,451	50%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	8,639	17,010	51%	
2A-5.2 Postage	86	100	86%	
2A-5.3 Supplies	95	150	64%	
2A-5.35 Software	2,041	3,400	60%	
2A-5.4 Bond (1-yr)		100	0%	
2A-5.5 Audit	5,952	7,900	75%	
2A-5.6 Bank Service Charges	156	400	39%	
Total 2A-5.0 Financial Administration	\$ 16,969	\$ 29,060	58%	
2A-6.0 Legal				
2A-6.1 Town Attorney	2,356	7,000	34%	
2A-6.2 Other Expenses		600	0%	
Total 2A-6.0 Legal	\$ 2,356	\$ 7,600	31%	
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	95	1,800	5%	
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	5,500	20,000	28%	
Total 2A-8.0 Planning and Zoning	\$ 5,845	\$ 499,292	1%	
2A-9.0 Municipal Buildings				
2A-9.2 Supplies	292	500	58%	
2A-9.3 Utilities				
2A-9.3a Gas	1,099	3,500	31%	
2A-9.3b Electricity	745	2,400	31%	
2A-9.3c Water	1,404	1,400	100%	Garden, trees & courts summer usage
2A-9.3d Telephone (2 lines)	756	1,300	58%	
2A-9.3e Internet, AV	1,007	3,000	34%	
Total 2A-9.3 Utilities	\$ 5,011	\$ 11,600	43%	
2A-9.4 Fire Alarm - Monitoring	542	825	66%	
2A-9.5 Sprinkler Testing	1,277	2,000	64%	

2A-9.6 Janitorial Service	996	3,011	33%	
2A-9.75 Contracted Contingency	577	9,000	6%	
2A-9.8 McCathran Hall Maintenance	3,681	10,000	37%	
2A-9.9 Maintenance Shop		2,000	0%	
Total 2A-9.0 Municipal Buildings	\$ 12,375	\$ 38,936	32%	
2C-1.1 Streets, Roadways, & Alleys				
2C-1.12 Supplies	432	1,000	43%	
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	5,002	4,000	125%	
2C-1.16 Street Name Signs	31	150	20%	
2C-1.18 Street Light Operation	2,966	4,500	66%	
2C-1.20 Lighting Design Consultant		2,500	0%	
2C1.181 Street Light Repair	199	3,000	7%	
Total 2C-1.1 Streets, Roadways, & Alleys	\$ 41,892	\$ 59,150	71%	
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)	17,667	30,286	58%	
2C-2.3 Recycling Services (contract)	10,937	18,748	58%	
2C-2.4 Leaf Collection (contract)	13,392	16,740	80%	
Total 2C-2.0 Waste Collection & Disposal	\$ 41,995	\$ 65,774	64%	
2D-1.0 Parks				
2D-1.15 Contract Services	38,259	65,832	58%	
2D-1.16 Contract Contingency	3,125	15,000	21%	
2D-1.2 Supplies		1,000	0%	
2D-1.3 Vehicle & Equipment O&M		1,000	0%	
2D-1.4 Contract Tree Watering	1,591	10,000	16%	
2D-1.41 Contract Tree Removal	18,400	35,000	53%	
2D-1.42 Contract Tree Pruning	7,424	20,000	37%	
2D-1.43 Woods Management	7,918	50,000	16%	\$1,970 from Nicho's Trees fund
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	934	30,000	3%	\$5130 from George Payne fund
2D-1.48 Nicho's Trees	1,970	1,970	100%	
2D-1.55 Forestry Education	50	500	10%	
2D-1.6 Stump Carving		5,000	0%	\$4,050 donated to date to be matched
Total 2D-1.0 Parks	\$ 79,671	\$ 248,302	32%	

2D-2.0 Recreation**2D-2.1 Salaries**

2D-2.11 Summer in the Parks	6,411	6,300	102%
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2D-2.13 Tennis Court Maintenance	1,225	1,500	82%
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Total 2D-2.1 Salaries	\$ 7,636	\$ 7,800	98%
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2D-2.2 Supplies

2D-2.21 Summer in the Parks	2,523	3,000	84%
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2D-2.23 Tennis Courts	268	500	54%
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Total 2D-2.2 Supplies	\$ 2,791	\$ 3,500	80%
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2D-2.31 Music Weekend		2,800	0%
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2D-2.32 Fourth of July	35	500	7%
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2D-2.33 Labor Day	592	400	148%
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2D-2.34 BluestoberFest	1,306	1,400	93%
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2D-2.35 Halloween Party	572	500	114%
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2D-2.36 Holiday Show	985	1,200	82%
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2D-2.37 Family Programs		1,000	0%
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2D-2.38 Art Night	140	500	28%
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2D-2.39 Circle Fest		1,500	0%
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2D-2.4 Washington Grove Film Society	875	1,200	73%
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2D-2.42 Edible Garden	267	700	38%
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2D-2.8 Dog Park		275	0%
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2D-2.9 Playground Equipment, Supplies		2,500	0%
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2D-2.95 Playground Refurbishment		5,000	0%
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Total 2D-2.0 Recreation	\$ 15,199	\$ 30,775	49%
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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		250	0%
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2D-3.3 Archives Worker	4,244	17,697	24%
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2D-3.4 Archival Equipment & Supplies	237	750	32%
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2D-3.45 Software		800	0%
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2D-3.5 Preservation Workshops		750	0%
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2D-3.6 Conference Fees		750	0%
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2D-3.7 Design Guidelines		500	0%
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2D-3.9 Professional Services		2,500	0%
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Total 2D-3.0 Historic Preservation	\$ 4,481	\$ 30,272	15%
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2D-4.0 Lake**2D-4.1 Salaries**

2D-4.11 Lifeguard	12,041	20,000	60%
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2D-4.12 Swim Instructor	1,528	2,500	61%
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Total 2D-4.1 Salaries	\$ 13,569	\$ 22,500	60%
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2D-4.2 Supplies	1,160	1,500	77%
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2D-4.3 Electricity	365	800	46%
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2D-4.4 Water Testing & Treatment	3,422	7,500	46%
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2D-4.5 Fencing		1,500	0%
2D-4.7 Lifeguard Training		300	0%
Total 2D-4.0 Lake	\$ 18,517	\$ 34,100	54%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	3,996	9,700	41%
2F-1.4 Office Supplies	36	300	12%
Total 2F-1.0 Racial and Social Equity	\$ 4,032	\$ 10,000	40%
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	886	1,494	59%
Social Security Town	3,787	6,390	59%
Total 2H-2.31 Payroll Taxes & Fees	\$ 4,672	\$ 7,884	59%
2H-2.32 Health Insurance Town Clerk Exp	6,226	11,174	56%
2H-2.xz Retirement Town Contrib		2,635	0%
Total 2H-2.3 Employee Benefits	\$ 10,898	\$ 21,693	50%
2H-2.4 George Paine Memorial Fund	5,130	5,130	100%
Total 2H-2.0 Miscellaneous	\$ 19,578	\$ 32,573	60%
Total Expenses	\$ 305,558	\$ 1,174,085	26%
Net Income	\$ 291,097	\$ 0	

Bank balances at 1/31/25:

Sandy Spring Bank CD #2	162,270	
Sandy Spring Bank CD #1	107,048	
PNC Bank MM Savings	*	238,886
MD Local Govmnt. Invest. Pool	1,954,038	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	28,540	
	\$ 2,490,782	

* \$200,000 moved to MLGIP on 1/30/25

New FY25 Funds balances:

Meadow grant (deferred revenue)	\$ 10,000
Terry Cox memorial	\$ 1,050
Stump Carving	\$ 4,050