

TOWN OF WASHINGTON GROVE

Treasurer's Report - FY25 Unaudited

July 1-March 31, 2025

	Actual	Budget	% of Budget
Income			
1A-1.1 Real Property Tax	272,352	260,428	105%
1A-1.2 Dwelling Tax	38,814	38,985	100%
1A-1.25 Commercial Services Fee	1,272	1,272	100%
1A-1.3 Public Utility Op. Property Tax	1,001	5,000	20% historically comes in 2nd 1/2 of FY
1A-1.4 Delinquent Taxes	52		
1A-1.5 Penalties & Interest	202		
1A-2.0 Income Tax	128,565	137,262	94%
1B-1.0 Business Licenses	113	125	90%
1B-2.0 Building Permit Fees	290	300	97%
1B-2.2 Public Ways Permit Fees	100	100	100%
1B-3.0 Cable Television Franchise Fees	4,631	5,000	93%
1C-2.11 Highway User Revenue	25,238	60,000	42%
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	73,091	50,000	146%
1F-1.4 PNC MM Interest	6,901	8,000	86%
1F-1.5 Sandy Spring CD Interest	8,310	8,000	104%
Total 1F-1.0 Investment Earnings	\$ 88,302	\$ 66,000	134%
1F-2.0 McCathran Hall Rental	2,200	1,500	147%
1F-4.0 Contributions & Donations	5,850		see below for tracking of new funds
1F-5.0 ARPA Earned Revenue		422,892	1%
1F-6.0 Miscellaneous Revenues-Other	16,050	2,000	803% \$14k sale of equipment/truck
1Z-1.0 Use of Reserves		71,135	0%
Total Income	\$ 687,638	\$ 1,174,085	59%
Gross Profit	\$ 687,638	\$ 1,174,085	59%
Expenses			
2A-3.0 Executive			
2A-3.1 Town Clerk Salary	40,755	52,671	77%
2A-3.15 Maintenance Coord Salary		1,500	0%
2A-3.2 Telephone	178	480	37%
2A-3.3 Postage	126	250	50%
2A-3.4 Supplies	29	600	5%

2A-3.5a Website Operations	400	1,500	27%	
2A-3.5b Town Website Modernization	460	1,500	31%	
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	776	2,500	31%	
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	\$ 44,782	\$ 70,451	64%	
2A-5.0 Financial Administration				
2A-5.1 Town Treasurer Salary	12,014	17,010	71%	
2A-5.2 Postage	86	100	86%	
2A-5.3 Supplies	143	150	95%	
2A-5.35 Software	2,501	3,400	74%	
2A-5.4 Bond (1-yr)		100	0%	
2A-5.5 Audit	5,952	7,900	75%	
2A-5.6 Bank Service Charges	172	400	43%	
Total 2A-5.0 Financial Administration	\$ 20,867	\$ 29,060	72%	
2A-6.0 Legal				
2A-6.1 Town Attorney	2,429	7,000	35%	
2A-6.2 Other Expenses		600	0%	
Total 2A-6.0 Legal	\$ 2,429	\$ 7,600	32%	
2A-8.0 Planning and Zoning				
2A-8.2 Border Identity Improvements	1,693	10,000	17%	
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	10,000	20,000	50%	
Total 2A-8.0 Planning and Zoning	\$ 11,788	\$ 499,292	2%	
2A-9.0 Municipal Buildings				
2A-9.2 Supplies	292	500	58%	
2A-9.3 Utilities				
2A-9.3a Gas	2,457	3,500	70%	
2A-9.3b Electricity	890	2,400	37%	
2A-9.3c Water	1,651	1,400	118%	Garden, trees & courts summer usage
2A-9.3d Telephone (2 lines)	975	1,300	75%	
2A-9.3e Internet, AV	1,131	3,000	38%	
Total 2A-9.3 Utilities	\$ 7,103	\$ 11,600	61%	

2A-9.4 Fire Alarm - Monitoring	658	825	80%	
2A-9.5 Sprinkler Testing	1,805	2,000	90%	
2A-9.6 Janitorial Service	1,309	3,011	43%	
2A-9.7 Repairs	951			
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	\$ 16,375	\$ 38,936	42%	
2C-1.1 Streets, Roadways, & Alleys				
2C-1.12 Supplies	782	1,000	78%	
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	6,735	4,000	168%	
2C-1.16 Street Name Signs	31	150	20%	
2C-1.18 Street Light Operation	3,842	4,500	85%	
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	\$ 44,850	\$ 59,150	76%	
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)	22,714	30,286	75%	
2C-2.3 Recycling Services (contract)	14,061	18,748	75%	
2C-2.4 Leaf Collection (contract)	15,066	16,740	90%	
Total 2C-2.0 Waste Collection & Disposal	\$ 51,842	\$ 65,774	79%	
2D-1.0 Parks				
2D-1.15 Contract Services	49,190	65,832	75%	
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	22,200	35,000	63%	
2D-1.42 Contract Tree Pruning	7,424	20,000	37%	
2D-1.43 Woods Management	12,418	50,000	25%	\$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%	\$4,650 donated to date to be matched
Total 2D-1.0 Parks	\$ 98,901	\$ 248,302	40%	
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	572	500	114%	
2D-2.36 Holiday Show	985	1,200	82%	
2D-2.37 Family Programs	55	1,000	6%	
2D-2.38 Art Night	140	500	28%	
2D-2.39 Circle Fest		1,500	0%	
2D-2.4 Washington Grove Film Society	875	1,200	73%	
2D-2.42 Edible Garden	645	700	92%	
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	\$ 15,632	\$ 30,775	51%	
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	4,687	17,697	26%	
2D-3.4 Archival Equipment & Supplies	237	750	32%	
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	\$ 4,924	\$ 30,272	16%	
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	1,320	1,500	88%	

2D-4.3 Electricity	452	800	56%
2D-4.4 Water Testing & Treatment	3,978	7,500	53%
2D-4.5 Fencing		1,500	0%
2D-4.7 Lifeguard Training		300	0%
Total 2D-4.0 Lake	\$ 19,319	\$ 34,100	57%
2F-1.0 Racial and Social Equity			
2F-1.1 Education Services	4,575	9,700	47%
2F-1.4 Office Supplies	778	300	259% refreshments at trainings
Total 2F-1.0 Racial and Social Equity	\$ 5,353	\$ 10,000	54%
2H-1.0 Insurance			
2H-1.1 Liability Insurance	2,651	2,000	133% unpredicted rate increase
2H-1.2 Property Insurance	565	800	71%
2H-1.3 Workers Compensation	3,695	3,000	123% increase due to audit adjustment
Total 2H-1.0 Insurance	\$ 6,911	\$ 5,800	119%
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	1,053	1,494	70%
Social Security Town	4,501	6,390	70%
Total 2H-2.31 Payroll Taxes & Fees	\$ 5,554	\$ 7,884	70%
2H-2.32 Health Insurance Town Clerk Exp	8,049	11,174	72%
2H-2.xz Retirement Town Contrib	200	2,635	8%
Total 2H-2.3 Employee Benefits	\$ 13,802	\$ 21,693	64%
2H-2.4 George Paine Memorial Fund	5,130	5,130	100%
Total 2H-2.0 Miscellaneous	\$ 22,482	\$ 32,573	69%
Total Expenses	\$ 366,605	\$ 1,174,085	31%
Net Income	\$ 321,033	\$ 0	

Bank balances at 3/31/25:

Sandy Spring Bank CD #2	163,365	
Sandy Spring Bank CD #1	107,772	
PNC Bank MM Savings	240,267	
MD Local Govmnt. Invest. Pool	1,974,691	\$ 423,571 remaining ARPA funds
PNC Bank - Checking	34,682	
	\$ 2,520,777	

New FY25 Funds balances:

Meadow grant (deferred revenue)	\$ 10,000
Terry Cox memorial	\$ 1,050
Stump Carving	\$ 4,650