

**Town of Washington Grove**  
**Treasurer's Report - FY24 unaudited**  
**July 1, 2023 through November 30, 2023**

	<b>JUL -</b>		<b>% of</b>
	<b>Nov 23</b>	<b>Budget</b>	<b>Budget</b>
<b>Income</b>			
1A-1.1 · Real Property Tax	146,203	253,220	58%
1A-1.2 · Dwelling Tax	30,360	54,000	56%
1A-1.3 · Public Utility Op. Property Tax	0	5,000	0%
1A-2.0 · Income Tax	63,326	132,056	48%
1B-1.0 · Business Licenses	0	125	0%
1B-2.0 · Building Permit Fees	450	150	300%
1B-2.2 · Public Ways Permit Fees	10	100	10%
1B-3.0 · Cable Television Franchise Fees	2,625	5,000	53%
1C-2.11 · Highway User Revenue	5,469	52,500	10%
1C-3.0 · County Muni Tax Duplication	90,886	90,886	100%
1D-5.0 · Recreation Program User Fees			
1D-5.1 · Washington Grove Film Society	0	1,200	0%
1D-5.3 · Summer in the Parks	6,100	4,000	153% well attended
<b>Total 1D-5.0 · Recreation Program User Fees</b>	<b>6,100</b>	<b>5,200</b>	<b>117%</b>
1F-1.0 · Investment Earnings			
1F-1.1 · MLGIP Earnings	32,354	18,000	180%
1F-1.4 · PNC MM Interest	1,564	90	1,738% now at 4%
1F-1.5 · Sandy Spring CD Interest	3,777	800	472% CDs at 4% & 4.25%
<b>Total 1F-1.0 · Investment Earnings</b>	<b>37,695</b>	<b>18,890</b>	<b>200%</b>
1F-2.0 · McCathran Hall Rental	750	1,500	50%
1F-4.0 · Contributions & Donations	1,040		
1F-5.0 · ARPA Earned Revenue	9,821		
1F-6.0 · Miscellaneous Revenues-Other	11,262	2,000	563% 150th sales recorded here
1F-6.3 · Nicho's Trees	120		
1Z-1.0 · Use of Reserves	0	87,701	0%
<b>Total Income</b>	<b>406,117</b>	<b>708,328</b>	<b>57%</b>
<b>Expense</b>			
2A-3.0 · Executive			
2A-3.1 · Town Clerk Salary	21,362	51,038	42%
2A-3.15 · Maintenance Coord Salary	0	6,600	0%
2A-3.2 · Telephone	235	650	36%
2A-3.3 · Postage	0	250	0%
2A-3.4 · Supplies	114	600	19%
2A-3.5a · Website Operations	290	1,000	29%
2A-3.6 · Information Technology Support	0	1,000	0%
2A-3.65 · Software	738	700	105% mailchimp wasn't budgeted
2A-3.7 · Records Management	0	2,000	0%
2A-3.9 · Office Equipment	159	500	32%
2A-4.0 · Legal Notices	0	600	0%
2A-4.1 · Printing/Copying	0	300	0%
2A-4.2 · MML Expenses	1,112	1,300	86%
<b>Total 2A-3.0 · Executive</b>	<b>24,010</b>	<b>66,538</b>	<b>36%</b>

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<b>2A-5.0 · Financial Administration</b>				
2A-5.1 · Town Treasurer Salary	5,151	13,598	38%	
2A-5.2 · Postage	0	150	0%	
2A-5.3 · Supplies	0	150	0%	
2A-5.35 · Software	1,307	2,805	47%	
2A-5.4 · Bond (1-yr)	0	100	0%	
2A-5.5 · Audit	6,321	7,900	80%	
2A-5.6 · Bank Service Charges	110	360	31%	
<b>Total 2A-5.0 · Financial Administration</b>	<b>12,889</b>	<b>25,063</b>	<b>51%</b>	
<b>2A-6.0 · Legal</b>				
2A-6.1 · Town Attorney	140	6,750	2%	
2A-6.2 · Other Expenses	0	600	0%	
<b>Total 2A-6.0 · Legal</b>	<b>140</b>	<b>7,350</b>	<b>2%</b>	
<b>2A-8.0 · Planning and Zoning</b>				
2A-8.9 · Energy Conversion Incentive	0	20,000	0%	
2A-8.2 · Border Identity Improvements	696	14,000	5%	
2A-8.3 · Surveying and Mapping	0	5,000	0%	
2A-8.4 · Code Enforcement	0	1,000	0%	
2A-8.5 · Supplies	0	100	0%	
2A-8.6 · Sustainability	231	6,000	4%	
2A-8.7 · Emergency Preparedness & Safety	0	1,500	0%	
2A-8.8 · Stormwater Projects	9,821			covered by deferred ARPA revenue
<b>Total 2A-8.0 · Planning and Zoning</b>	<b>10,748</b>	<b>47,600</b>	<b>23%</b>	
<b>2A-9.0 · Municipal Buildings</b>				
2A-9.2 · Supplies	0	500	0%	
2A-9.3 · Utilities				
2A-9.3a · Gas	329	3,522	9%	
2A-9.3b · Electricity	1,032	2,400	43%	
2A-9.3c · Water	534	1,000	53%	
2A-9.3d · Telephone (2 lines)	518	1,225	42%	
2A-9.3e · Internet, AV	387	5,600	7%	
<b>Total 2A-9.3 · Utilities</b>	<b>2,800</b>	<b>13,747</b>	<b>20%</b>	
2A-9.4 · Fire Alarm - Monitoring	530	800	66%	
2A-9.5 · Sprinkler Testing	612	1,800	34%	
2A-9.6 · Janitorial Service	977	2,918	33%	
2A-9.75 · Contracted Contingency	0	9,000	0%	
2A-9.8 · McCathran Hall Maintenance	2,361	14,000	17%	
2A-9.9 · Maintenance Shop	0	2,000	0%	
<b>Total 2A-9.0 · Municipal Buildings</b>	<b>7,280</b>	<b>44,765</b>	<b>16%</b>	
<b>2C-1.1 · Streets, Roadways, &amp; Alleys</b>				
2C-1.1a · Contract Services	0	3,267	0%	
2C-1.13 · Resurfacing	0	40,000	0%	
2C-1.14 · Speed Humps	0	4,000	0%	

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2C-1.15 · Snow & Ice Removal	0	3,000	0%
2C-1.16 · Street Name Signs	119	300	40%
2C-1.18 · Street Light Operation	1,858	4,500	41%
2C1.181 · Street Light Repair	0	1,000	0%
2C-1.20 · Lighting Design Consultant	0	2,500	0%
<b>Total 2C-1.1 · Streets, Roadways, &amp; Alleys</b>	<b>1,977</b>	<b>58,567</b>	<b>3%</b>
<b>2C-1.2 · Walkways</b>			
2C-1.22 · Supplies	0	500	0%
2C-1.23 · Walkway Restoration	0	5,000	0%
2C-1.25 · Walkway Lighting	0	2,000	0%
2C-1.26 · Contract Services	0	3,267	0%
2C-1.27 · Contract Contingency	0	6,000	0%
<b>Total 2C-1.2 · Walkways</b>	<b>0</b>	<b>16,767</b>	<b>0%</b>
2C-1.3 · Street Sanitation	0	2,000	0%
<b>2C-2.0 · Waste Collection &amp; Disposal</b>			
2C-2.15 · Contract Services	0	6,534	0%
2C-2.2 · Trash Collection (contract)	11,250	32,157	35%
2C-2.3 · Recycling Services (contract)	7,594	21,846	35%
2C-2.4 · Leaf Collection (contract)	9,300	20,460	45%
<b>Total 2C-2.0 · Waste Collection &amp; Disposal</b>	<b>28,144</b>	<b>80,997</b>	<b>35%</b>
<b>2D-1.0 · Parks</b>			
2D-1.15 · Contract Services	27,328	52,272	52%
2D-1.16 · Contract Contingency	1,628	15,000	11%
2D-1.2 · Supplies	20	1,000	2%
2D-1.3 · Vehicle & Equipment O&M	109	1,000	11%
2D-1.4 · Contract Tree Watering	245	10,000	2%
2D-1.41 · Contract Tree Removal	20,700	30,000	69%
2D-1.42 · Contract Tree Pruning	0	20,000	0%
2D-1.43 · Woods Management	10,423	50,000	21%
2D-1.44 · Beautification Plantings	0	6,000	0%
2D-1.45 · Licensed Tree Expert	0	1,000	0%
2D-1.46 · Tree Health & Mgmt -Parks	1,075	6,000	18%
2D-1.47 · Tree Planting, Residential Area	6,891	30,000	23%
2D-1.48 · Nicho's Trees	0	1,850	0%
2D-1.55 · Forestry Education	0	500	0%
<b>Total 2D-1.0 · Parks</b>	<b>68,419</b>	<b>224,622</b>	<b>30%</b>
<b>2D-2.0 · Recreation</b>			
<b>2D-2.1 · Salaries</b>			
2D-2.11 · Summer in the Parks	4,276	6,300	68%
2D-2.13 · Tennis Court Maintenance	1,242	1,000	124%
<b>Total 2D-2.1 · Salaries</b>	<b>5,518</b>	<b>7,300</b>	<b>76%</b>
<b>2D-2.2 · Supplies</b>			
2D-2.21 · Summer in the Parks	1,692	3,000	56%

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2D-2.23 · Tennis Courts	0	500	0%
<b>Total 2D-2.2 · Supplies</b>	<b>1,692</b>	<b>3,500</b>	<b>48%</b>
2D-2.31 · Music Weekend	0	2,000	0%
2D-2.32 · Fourth of July	265	750	35%
2D-2.33 · Labor Day	0	300	0%
2D-2.34 · BluestoberFest	1,080	1,200	90%
2D-2.35 · Halloween Party	505	250	202%
2D-2.36 · Holiday Show	98	1,500	7%
2D-2.37 · Family Programs	0	1,000	0%
2D-2.39 · Circle Fest	0	500	0%
2D-2.4 · Washington Grove Film Society	250	1,200	21%
2D-2.41 · 150th celebration	7,118	3,000	237% expenses offset by sales
2D-2.42 · Edible Garden	196	500	39%
2D-2.9 · Playground Equipment, Supplies	0	2,000	0%
<b>Total 2D-2.0 · Recreation</b>	<b>16,722</b>	<b>25,000</b>	<b>67%</b>
<b>2D-3.0 · Historic Preservation</b>			
2D-3.1 · Commission Secretary	0	1,275	0%
2D-3.2 · Preservation Award	251	250	100%
2D-3.3 · Archives Worker	5,909	17,148	34%
2D-3.4 · Archival Equipment & Supplies	0	750	0%
2D-3.45 · Software	0	800	0%
2D-3.5 · Preservation Workshops	11	750	1%
2D-3.6 · Conference Fees	0	750	0%
2D-3.7 · Design Guidelines	0	500	0%
2D-3.8 · NR Historic District Update	0	500	0%
2D-3.9 · Professional Services	0	2,500	0%
2D-3.10 · Special Projects	0	5,000	0%
<b>Total 2D-3.0 · Historic Preservation</b>	<b>6,171</b>	<b>30,223</b>	<b>20%</b>
<b>2D-4.0 · Lake</b>			
2D-4.1 · Salaries			
2D-4.11 · Lifeguard	6,641	20,000	33%
2D-4.12 · Swim Instructor	0	2,400	0%
<b>Total 2D-4.1 · Salaries</b>	<b>6,641</b>	<b>22,400</b>	<b>30%</b>
2D-4.2 · Supplies	246	1,700	14%
2D-4.3 · Electricity	375	800	47%
2D-4.4 · Water Testing & Treatment	3,621	7,000	52%
2D-4.5 · Fencing	0	1,500	0%
2D-4.6 · Footbridge & Dock	0	500	0%
2D-4.7 · Lifeguard Training	0	300	0%
<b>Total 2D-4.0 · Lake</b>	<b>10,883</b>	<b>34,200</b>	<b>32%</b>
<b>2F-1.0 · Racial and Social Equity</b>			
2F-1.1 · Education Services	1,396	7,000	20%
2F-1.4 · Office Supplies	80	620	13%

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<b>Total 2F-1.0 · Racial and Social Equity</b>	1,476	7,620	19%	
<b>2H-1.0 · Insurance</b>				
<b>2H-1.1 · Liability Insurance</b>	1,573	3,000	52%	
<b>2H-1.2 · Property Insurance</b>	733	700	105%	
<b>2H-1.3 · Workers Compensation</b>	2,323	3,000	77%	
<b>Total 2H-1.0 · Insurance</b>	4,629	6,700	69%	
<b>2H-2.0 · Miscellaneous</b>				
<b>2H-2.1 · Misc. - Fire Dept Donation</b>	0	500	0%	
<b>2H-2.2 · Contingency</b>	1,441	4,500	32%	sewer inspection, book purchase
<b>2H-2.4 · George Paine Memorial Fund</b>	0	5,130	0%	
<b>2H-2.3 · Employee Benefits</b>				
<b>2H-2.31 · Payroll Taxes &amp; Fees</b>				
<b>Medicare Town</b>	555	1,401	40%	
<b>Social Security Town</b>	2,374	5,992	40%	
<b>Total 2H-2.31 · Payroll Taxes &amp; Fees</b>	2,929	7,393	40%	
<b>2H-2.32 · Health Insurance Town Clerk Exp</b>	4,073	10,241	40%	
<b>2H-2.33 · Retirement Benefit Town Clerk</b>	0	2,552	0%	
<b>Total 2H-2.3 · Employee Benefits</b>	7,002	20,186	35%	
<b>Total 2H-2.0 · Miscellaneous</b>	8,443	30,316	28%	
<b>Total Expense</b>	201,931	708,328	29%	
<b>Net Income</b>	<b>204,186</b>	<b>0</b>	<b>100%</b>	

**Bank balances at 11/30/23:**

Sandy Spring Bank CD#2	154,561		
Sandy Spring Bank CD #1	102,025		
PNC Bank MM Savings	317,119		
MD Local Govmnt. Invest. Pool	1,483,197	428,071	remaining ARPA funds
PNC Bank - Checking	57,584 *		
	<u>2,114,486</u>		

\* \$15,000 transferred in November from MM to cover expenses