

TOWN OF WASHINGTON GROVE

Annual Budget for FY 2009 (July 1, 2008 - June 30, 2009)

| | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 |
|--|-------------------|------------------------|--|
| INCOME: | | | |
| 1A-1.1 Real Property Tax | 156916 | 156648 | 157375 |
| 1A-1.2 Dwelling Tax | 45954 | 46186 | 46161 |
| 1A-1.3 Public Utility Operating Prop Tax | 8000 | 9060 | 8000 |
| 1A-1.4 Delinquent Taxes | 0 | 0 | 0 |
| 1A-1.5 Penalties and Interest | 0 | 244 | 0 |
| 1A-2.0 Income Tax | 75000 | 141547 | 90000 |
| 1B-1.0 Business Licenses | 125 | 100 | 125 |
| 1B-2.0 Building Permit Fees | 100 | 110 | 250 |
| 1B-3.0 Cable Television Franchise Fees | 3000 | 3100 | 3000 |
| 1C-2.11 Highway User Revenues | 50000 | 52000 | 52000 |
| 1C-3.0 County Revenue Sharing | 47294 | 47294 | 47294 |
| 1D-5.0 Recreation Program User Fees | 26550 | 21801 | 25100 |
| 1F-1.0 Investment Earnings | 10850 | 12680 | 11900 |
| 1F-2.0 McCathran Hall Rental | 2500 | 3330 | 2500 |
| 1F-3.0 Contributions and Donations | 1183 | 1283 | 300 |
| 1F-6.0 Miscellaneous Revenues-Other | 1600 | 3014 | 1600 |
| | | | National Trust for Historic Preservation Grant |
| | 5000 | 0 | 5000 |
| | | | M-NCPPC Grant |
| | 0 | 0 | 740 |
| 1Z-1.0 Use of Reserves | <u>82317</u> | <u>0</u> | <u>61231</u> |
| TOTAL INCOME | 516389 | 498397 | 512576 |
| EXPENSE: | | | |
| 2A-3.0 Executive | 48179 | 47107 | 53360 |
| 2A-5.0 Financial Administration | 14025 | 15153 | 15170 |
| 2A-6.0 Legal | 35500 | 31700 | 30500 |
| 2A-8.0 Planning and Zoning | 21000 | 5953 | 21000 |
| 2A-9.0 Municipal Buildings | 36741 | 26406 | 47366 |
| 2C-1.1 Streets, Roadways, and Alleys | 88945 | 57389 | 58000 |
| 2C-1.2 Walkways | 1590 | 1590 | 3600 |
| 2C-1.3 Street Sanitation | 590 | 590 | 600 |
| 2C-2.0 Waste Collection and Disposal | 80090 | 78401 | 83524 |
| 2D-1.0 Parks | 91285 | 88637 | 107500 |
| 2D-2.0 Recreation | 48046 | 36647 | 42931 |
| 2D-3.0 Historic Preservation | 5800 | 1705 | 5400 |
| 2D-4.0 Lake | 24330 | 18320 | 23100 |
| 2H-1.0 Insurance | 11418 | 11808 | 11925 |
| 2H-2.0 Miscellaneous* | <u>8850</u> | <u>3991</u> | <u>8600</u> |
| TOTAL EXPENSE | 516389 | 425397 | 512576 |

TOWN OF WASHINGTON GROVE
BUDGET DETAIL

| INCOME: | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 |
|---|-------------------|------------------------|---------------------|
| 1A-1.1 <u>Real Property Tax</u> Taxable assessed valuation: \$86,947,638 A constant yield tax rate of \$0.181/\$100 assessed valuation is proposed. Every \$0.01 of tax rate generates about \$8,695 in revenue. TOTAL | 156916 | 156648 | 157375 |
| 1A-1.2 <u>Dwelling Tax</u> Flat uniform assessment for each dwelling reflects the cost of refuse and recycling collection contracts. \$207/dwelling is proposed. 224 dwellings (one tax exempt) TOTAL | 45954 | 46186 | 46161 |
| 1A-1.3 <u>Utility Operating/Business Personal Prop Tax</u> Tax on operating property owned by public utilities and business personal property Tax rate is proposed to be \$0.60/\$100 TOTAL | 8000 | 9060 | 8000 |
| 1A-1.4 <u>Delinquent Taxes</u> | 0 | 0 | 0 |
| 1A-1.5 <u>Penalties and Interest</u> | 0 | 244 | 0 |
| 1A-2.0 <u>Income Tax</u> Town's portion of State Income Tax TOTAL | 75000 | 141547 | 90000 |
| 1B-1.0 <u>Business Licenses</u> | 125 | 100 | 125 |
| 1B-2.0 <u>Building Permit Fees</u> | 100 | 110 | 250 |
| 1B-3.0 <u>Cable Television Franchise Fees</u> | 3000 | 3100 | 3000 |
| 1C-2.11 <u>Highway User Revenues</u> From the State based on road mileage and automobile registration. Uses restricted to: 1. Construction, reconstruction or maintenance of roads or streets 2. Debt service on road bonds. 3. Establishment and maintenance of foot paths and bicycle trails. TOTAL | 50000 | 52000 | 52000 |
| 1C-3.0 <u>County Revenue Sharing</u> Road Maintenance Duplication | 47294 | 47294 | 47294 |

| INCOME: (continued) | | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 |
|---------------------|---|-------------------|------------------------|---------------------|
| 1D-5.0 | Recreation Program User Fees | | | |
| | Washington Grove Film Society | 1400 | 1443 | 1400 |
| | Mousetrap Concert Series | 7400 | 8750 | 8000 |
| | Summer in the Parks | 8700 | 8638 | 7200 |
| | Tennis Instruction | 1350 | 1170 | 1300 |
| | Yoga Instruction | 2500 | 1800 | 2000 |
| | New Years Eve Party | 2000 | 0 | 2000 |
| | Art Classes | 1200 | 0 | 1200 |
| | Ballroom Dance Instruction | 400 | 0 | 400 |
| | Drama Club | <u>1600</u> | <u>0</u> | <u>1600</u> |
| | TOTAL | 26550 | 21801 | 25100 |
| 1F-1.0 | <u>Investment Earnings</u> | | | |
| 1F-1.1 | Maryland Local Government Investment Pool | 7000 | 7200 | 5000 |
| 1F-1.2 | Provident Bank | 3850 | 3730 | 3500 |
| 1F-1.3 | Sandy Spring Bank | <u>0</u> | <u>1750</u> | <u>3400</u> |
| | TOTAL | 10850 | 12680 | 11900 |
| 1F-2.0 | <u>McCathran Hall Rental</u> | 2500 | 3330 | 2500 |
| 1F-3.0 | <u>Contributions and Donations</u> | 1183 | 1283 | 300 |
| 1F-6.0 | <u>Miscellaneous Revenues-Other</u> | | | |
| | Sale of Surplus Property | 0 | 0 | 0 |
| | Heritage Committee Product Sales | 0 | 111 | 0 |
| | State Homeowner Tax Credit Rebates | 0 | 1304 | 0 |
| | Action Hauling Rental Fee | 1500 | 1200 | 1500 |
| | Other | <u>100</u> | <u>399</u> | <u>100</u> |
| | TOTAL | 1600 | 3014 | 1600 |
| | <u>State Program Open Space Funds</u> | 0 | 0 | 0 |
| | <u>National Trust for Historic Preservation Grant</u> | 5000 | 0 | 5000 |
| | <u>M-NCPPC Grant for Commemorative Plaque</u> | 0 | 0 | 740 |
| | SUBTOTAL INCOME | 434072 | 498397 | 451345 |
| 1Z-1.0 | <u>Use of Reserves</u> | | | |
| | Surveying/Mapping | 5000 | 0 | 0 |
| | Code Enforcement | 5000 | 0 | 0 |
| | Hall Improvements | 15000 | 0 | 23231 |
| | Road Paving | 27817 | 0 | 25000 |
| | Gypsy Moth Spraying | 6000 | 0 | 13000 |
| | Reforestation | 15000 | 0 | 0 |
| | Property Acquisition Set-Aside | 5000 | 0 | 0 |
| | Tennis Court Color Coat | 3500 | 0 | 0 |
| | TOTAL | 82317 | 0 | 61231 |
| | TOTAL INCOME | 516389 | 498397 | 512576 |

| EXPENSE: | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 | |
|----------|--|------------------------|---------------------|-------------|
| 2A-3.0 | <u>Executive</u> | | | |
| 2A-3.1 | Town Clerk Salary (Note 1) | 38979 | 39247 | 43265 |
| 2A-3.2 | Administrative Support | 700 | 400 | 700 |
| 2A-3.3 | Telephone | 1320 | 1285 | 1320 |
| 2A-3.4 | Postage | 925 | 1005 | 1025 |
| 2A-3.5 | Supplies | 500 | 500 | 500 |
| 2A-3.6 | Town Web Site | 1450 | 1599 | 2650 |
| 2A-3.7 | Office Equipment | 300 | 300 | 300 |
| 2A-3.8 | Legal Notices | 1325 | 273 | 1000 |
| 2A-3.9 | Printing/Copying | 1200 | 1075 | 1200 |
| 2A-4.0 | Maryland Municipal League (MML) Dues | 1270 | 1213 | 1190 |
| | MML Montgomery Chapter Legislative Dinner | <u>210</u> | <u>210</u> | <u>210</u> |
| | TOTAL | 48179 | 47107 | 53360 |
| 2A-5.0 | <u>Financial Administration</u> | | | |
| 2A-5.1 | Town Treasurer Salary | 10115 | 10500 | 10500 |
| 2A-5.2 | Postage | 210 | 220 | 220 |
| 2A-5.3 | Supplies/Tax Table Service | 300 | 400 | 350 |
| 2A-5.4 | Bond (1-year) | 100 | 100 | 100 |
| 2A-5.5 | Audit | <u>3300</u> | <u>3933</u> | <u>4000</u> |
| | TOTAL | 14025 | 15153 | 15170 |
| 2A-6.0 | <u>Legal</u> | | | |
| 2A-6.1 | Town Attorney William Roberts | 10000 | | 15000 |
| | Internal issues | | 4200 | |
| | Legacy Open Space | | 10800 | |
| 2A-6.2 | Attorney William Chen - Legacy Open Space | 25000 | 16500 | 15000 |
| 2A-6.3 | Other Expenses | <u>500</u> | <u>200</u> | <u>500</u> |
| | TOTAL | 35500 | 31700 | 30500 |
| 2A-8.0 | <u>Planning and Zoning</u> | | | |
| 2A-8.1 | Surveying & Mapping (Note 2) | 5000 | 4953 | 5000 |
| | Professional Land Planning Services (Note 3) | 10000 | 0 | 10000 |
| | Code Enforcement | 5000 | 1000 | 5000 |
| | Master Plan Printing | <u>1000</u> | <u>0</u> | <u>1000</u> |
| | TOTAL | 21000 | 5953 | 21000 |
| 2A-9.0 | <u>Municipal Buildings</u> | | | |
| 2A-9.1 | Salaries | 5890 | 4125 | 6200 |
| 2A-9.2 | Supplies | 1200 | 1100 | 1200 |
| 2A-9.3a | Gas | 3500 | 2850 | 2500 |
| 2A-9.3b | Electricity | 3150 | 2900 | 3000 |
| 2A-9.3c | Water | 500 | 600 | 700 |
| 2A-9.3d | Telephone | 510 | 493 | 510 |
| 2A-9.4 | Fire Alarm Monitoring | 441 | 441 | 441 |
| 2A-9.5 | Sprinkler Testing | 1200 | 1216 | 1225 |
| 2A-9.6 | Janitorial Service | 1550 | 1538 | 1615 |
| 2A-9.7 | Hall Scheduler | 500 | 0 | 500 |
| 2A-9.8 | Repairs | 750 | 0 | 750 |

| EXPENSE: (continued) | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 | |
|----------------------|---|------------------------|---------------------|-------------|
| 2A-9.9 | McCathran Hall | | | |
| | Improvements/electrical, furnace room, insulation | 15000 | 5000 | 27000 |
| | Furnishings | 0 | 1500 | 525 |
| | Main Hall Maintenance | 2550 | 4643 | 1200 |
| 2A-10 | Maintenance Shop | <u>0</u> | <u>0</u> | <u>0</u> |
| | TOTAL MUNICIPAL BUILDINGS | 36741 | 26406 | 47366 |
| 2C-1.1 | <u>Streets, Roadways, and Alleys</u> | | | |
| 2C-1.11 | Salaries | 2945 | 5300 | 3000 |
| 2C-1.12 | Supplies | 500 | 2600 | 1500 |
| 2C-1.13 | Repaving | 50000 | 30000 | 25000 |
| 2C-1.14 | Speed Humps/Traffic Calming | 6000 | 0 | 0 |
| 2C-1.15 | Snow & Ice Removal | 6000 | 1389 | 6000 |
| 2C-1.16 | Storm Drainage/Parks, Roads | 0 | 0 | 1000 |
| 2C-1.17 | Street Lights - operation (111 lights) | 21000 | 18100 | 19000 |
| | - repair, installation | 2500 | 0 | 2500 |
| | TOTAL | 88945 | 57389 | 58000 |
| 2C-1.2 | <u>Walkways</u> | | | |
| 2C-1.21 | Salaries | 590 | 590 | 600 |
| 2C-1.22 | Supplies | 1000 | 1000 | 1000 |
| 2C-1.23 | Capital Outlay Mulch Alley Debris Removal | <u>0</u> | <u>0</u> | <u>2000</u> |
| | TOTAL | 1590 | 1590 | 3600 |
| 2C-1.3 | <u>Street Sanitation</u> | 590 | 590 | 600 |
| 2C-2.0 | <u>Waste Collection and Disposal</u> | | | |
| 2C-2.1 | Salaries | 10600 | 8835 | 11000 |
| 2C-2.1 | Trash Collection (contract) | 30600 | 30977 | 32479 |
| 2C-2.1 | Recycling Services (contract) | 18790 | 18964 | 19945 |
| 2C-2.4 | Leaf Collection (contract) | 18600 | 18600 | 18600 |
| 2C-2.5 | Brush Disposal Tipping Fees | <u>1500</u> | <u>1025</u> | <u>1500</u> |
| | TOTAL | 80090 | 78401 | 83524 |
| 2D-1.0 | <u>Parks</u> | | | |
| 2D-1.1 | Salaries | 38285 | 39460 | 39800 |
| 2D-1.2 | Supplies | 2500 | 3000 | 3500 |
| 2D-1.3 | Vehicle & Equipment Operation & Maintenance | 2000 | 1500 | 2000 |
| 2D-1.41 | Contract Tree Removal and Trimming | 20000 | 20000 | 20000 |
| 2D-1.42 | Invasive Species Removal (Note 4) | 0 | 1000 | 9700 |
| 2D-1.43 | Woods Preservation Group Initiatives (Note 5) | 0 | 650 | 2000 |
| 2D-1.44 | Forestry & Beautification Committee | 500 | 500 | 500 |
| 2D-1.45 | Forester & Educational Programs | 200 | 200 | 200 |
| 2D-1.46 | Gypsy Moth Spraying | 6000 | 12404 | 13000 |
| 2D-1.47 | Reforestation | 15000 | 2400 | 10000 |
| 2D-1.5 | Woodward Park Field Restoration | 0 | 3958 | 0 |
| 2D-1.6 | Water Sub-Meter Installation | 0 | 2000 | 0 |
| 2D-1.7 | Equipment Purchase (Note 6) | 300 | 1565 | 300 |
| 2D-1.8 | Fireplace Repair | 500 | 0 | 500 |
| 2D-1.9 | Property Acquisition Set-Aside | 5000 | 0 | 5000 |
| 2D-1.91 | Preservation Park (LOS Field) Maintenance | <u>1000</u> | <u>0</u> | <u>1000</u> |
| | TOTAL | 91285 | 88637 | 107500 |

| EXPENSE: (continued) | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 | |
|----------------------|--|------------------------|---------------------|-------------|
| 2D-2.0 | <u>Recreation</u> | | | |
| 2D-2.11 | Salaries - Summer in the Parks | 12200 | 8575 | 9615 |
| 2D-2.12 | Salaries - Tennis Lessons | 1375 | 1350 | 1425 |
| 2D-2.13 | Salaries - Tennis Court Maintenance | 900 | 1175 | 1250 |
| 2D-2.21 | Supplies - Summer in the Parks | 2000 | 4036 | 1635 |
| 2D-2.22 | Town Meeting Party | 150 | 175 | 150 |
| 2D-2.23 | Music Weekend | 1950 | 1775 | 1950 |
| 2D-2.24 | Fourth of July | 250 | 211 | 300 |
| 2D-2.25 | Labor Day | 150 | 33 | 150 |
| 2D-2.26 | Halloween Party | 300 | 286 | 300 |
| 2D-2.27 | Holiday Concert | 500 | 217 | 500 |
| 2D-2.28 | Special Programs | 3250 | 1014 | 3550 |
| 2D-2.29 | Mousetrap Concert Series* (Note 7) | 10271 | 8579 | 11506 |
| 2D-2.30 | Washington Grove Film Society* | 1550 | 1021 | 1400 |
| 2D-2.31 | Yoga Instruction* | 2500 | 1800 | 2000 |
| | Art Classes* | 1200 | 0 | 1200 |
| | Ballroom Dance Instruction | 400 | 0 | 400 |
| | Drama Club* | 1600 | 0 | 1600 |
| 2D-2.32 | Other Supplies | 2500 | 1300 | 2500 |
| 2D-2.33 | Hospitality | 500 | 300 | 500 |
| 2D-2.4 | Capital Outlay | | | |
| | Woodward Park Picnic Table Replacement - 3 | 1000 | 0 | 1000 |
| | Woodward Park Play Equipment | 0 | 0 | 0 |
| | Tennis Court Fence | 0 | 0 | 0 |
| | Tennis Court Color Coat | <u>3500</u> | <u>4800</u> | <u>0</u> |
| | TOTAL | 48046 | 36647 | 42931 |
| 2D-3.0 | <u>Historic Preservation</u> | | | |
| 2D-3.1 | Commission Secretary | 0 | 0 | 700 |
| 2D-3.2 | Consulting Services | 600 | 0 | 600 |
| 2D-3.3 | Preservation Award | 300 | 163 | 300 |
| 2D-3.4 | Archives Worker | 4400 | 0 | 3300 |
| 2D-3.5 | Archival Equipment & Supplies | 500 | 62 | 500 |
| 2D-3.6 | Commemorative Plaque | <u>0</u> | <u>1480</u> | <u>0</u> |
| | TOTAL | 5800 | 1705 | 5400 |
| 2D-4.0 | <u>Lake</u> | | | |
| 2D-4.11 | Salaries - Lifeguard | 13030 | 11976 | 12500 |
| 2D-4.12 | Salaries - Swim Instructor | 2000 | 1537 | 2400 |
| 2D-4.2 | Supplies | 3100 | 1000 | 2000 |
| 2D-4.3 | Telephone | 200 | 167 | 200 |
| 2D-4.4 | Electricity for Pump & Air Compressor | 1400 | 1240 | 1400 |
| 2D-4.5 | Water Testing & Treatment | 2600 | 2400 | 2600 |
| | Capital Outlay - Fencing | <u>2000</u> | <u>0</u> | <u>2000</u> |
| | TOTAL | 24330 | 18320 | 23100 |
| 2H-1.0 | <u>Insurance</u> | | | |
| 2H-1.1 | Liability | 3068 | 2762 | 2900 |
| 2H-1.2 | Property | 2850 | 2401 | 2525 |
| 2H-1.3 | Workers Compensation | <u>5500</u> | <u>6645</u> | <u>6500</u> |
| | TOTAL | 11418 | 11808 | 11925 |

| EXPENSE: (continued) | Budget FY 2008 | Estimated 30-Jun-08 | Proposed FY 2009 |
|---|-------------------|------------------------|---------------------|
| 2H-2.1 Montgomery Municipal Cable Payment | 3000 | 3100 | 3000 |
| 2H-2.3 Miscellaneous | | | |
| - Neighborhood Watch | 100 | 200 | 100 |
| - Gburg/Wash Grove Volunteer Fire Dept Donation | 500 | 500 | 500 |
| - Benches for Ride On Bus Stops in Town | 1000 | 0 | 1000 |
| - Street Light Bulb Replacement | 250 | 0 | 0 |
| - Contingency | <u>4000</u> | <u>191</u> | <u>4000</u> |
| TOTAL | 8850 | 3991 | 8600 |
| TOTAL EXPENSE | 516389 | 425397 | 512576 |

NOTES:

- (1) Includes health and retirement benefits.
- (2) Continuation of block boundary surveys delineating public rights of way.
- (3) This item is to reserve an amount in anticipation of securing a matching grant to obtain baseline survey data and/or analysis of houses and lots as a basis for developing protective measures against the incursion of McMansions into all or selected areas of the Town.
- (4) Invasive Species Removal (professional cutting, \$6120; herbicidist, \$3260; professional follow-up, \$320)
- (5) Woods Preservation Group Initiatives (identity fence sections (5), boardwalk bridges (2), trash removal, culvert/streambed restoration, Whetstone Spring capstone)
- (6) Purchased a water wagon and pump (08)
- (7) Includes \$3,076 carryover of proceeds from prior years.

*activity expenses offset by user fees

Proposed Salaries and Benefits

Town Clerk, 43265 (includes \$6,305 Town's share health benefit and \$1,641 Town's share retirement benefit)

Town Treasurer, 10500

Maintenance Supervisor, 51928 (includes \$2,421 Town's share retirement benefits)