

Town of Glen Echo
FY 21 Budget Proposed
 July 2020 through June 2021
 W/Capital Fund

5/8/2020

	ACTUAL FY19	ACTUAL 3.16.20 FY 20	Proposed Budget FY 21	Difference FY21/ FY20	FY 20 Tax Rates	Proposed FY 21 Tax Rates	REVIEWER'S NOTES
Ordinary Revenue/Expense							
Revenue							
01. Real Estate Property Tax	\$127,511	\$132,761	\$136,743	3,982	\$0.15 per \$100	\$0.15 per \$100	
02. Personal Property Tax							
02.1 Corporate	2,486	1,262	2,000	738	\$0.80 per \$100	\$0.80 per \$100	
02.2 Unincorporated	0	100	100	0			
02.3 Public Utility	21,525	18,854	22,000	3,146	\$1.50 per \$100	\$1.50 per \$100	
Total 02. Personal Property Taxes	24,011	20,216	24,100	3,884			
03. State Income Tax	108,394	81,577	115,000	(1,777)	includes \$35,200 due in May and June		
04. Highway Revenues	13,148	7,540	17,185	333	Other Budget Notes		
05. License/Permits				0			
05.1 Admissions & Amusement	523	1,150	300	(850)	suspected error by vendors		
05.2 Building Permits	5,125	1,250	5,000	3,750	changed permit fees		
Total 05. License/Permits	5,648	2,400	5,300	2,900			
06. Rental Income				0			
06.1 Post Office Lease	31,899	21,266	31,899	0			
06.2 Town Hall Rental	10,905	8,200	12,000	2,000			
06.3 Parking Lot--Tulane	3,600	3,600	3,600	0			
Total 06. Rental Income	46,404	33,066	47,499	2,000			
07. Interest	2,587	1,448	1,500	0			
08. County Revenue Sharing	20,762	20,762	20,762	0			
09. Cable Franchise Fees	2,741	1,720	3,500	100			
10. Echo Newsletter				0			
10.1 Advertisements	2,905	3,544	2,000	(1,094)	change in invoicing procedures		
10.2 Subscriptions	72	0	100	100			
Total 10. Echo Newsletter	2,977	3,544	2,100	(994)			
11. Miscellaneous Revenue	35	16	20	0			
11.4 Environmental Proj Restricted			1,250	0			
Total Revenue	354,218	305,050	374,959	10,428			
Expense				0			
20 Payroll				0			
20.1 Salary	33,366	38,318	60,000	7,700	moved to salaried manager		
20.2 Employer Taxes	4,174	2,962	4,500	0			
20.3 Staff Training	30	716	3,000	2,000	staff opportunities		
Total 20 Payroll	37,570	41,996	67,500	9,700			
21 Professional Services				0			
21.1. Auditor	11,919	7,327	8,000	673	service rate increase		
21.2. Legal				0			
21.21 Town Attorney	30,254	19,578	25,000	0			
21.22 Specialized Legal Svc.	7,727	0	5,000	5,000	assistance in land sale		

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Subtotal 21.1,2,Audit & Legal	49,900	26,905	38,000	5,673			
21.4 Additional Prof Svcs		831	1,000	500	Quickbooks		
21.5 Traffic Study Consultant	803	1,408	2,000	0	street signs study		
21.6 Records Retention/Archiving	3,914	1,771	3,000	500	project near completion		
21.7 IT Support	1,044	880	1,000	0			
21.8 Arborist	225	750	500	(250)	use state resources		
21.9 Town Engineer/Bld. Insp.	6,670	14,816	20,000	0			
21.10 Office Temporary Help	3,269	430	500	0			
Subtotal 21.4-10 Other Prof Services	15,925	20,886	28,000	750			
Total 21 Professional Services	65,825	47,791	66,000	6,423			
22. Fixed Operating Expenses				0			
22.1 Town Hall/Office Utilities				0			
22.11 Electrical	1,680	1,641	2,100	100			
22.12 Gas	864	696	1,000	0			
22.13 Telephone/Internet	3,029	2,184	3,200	200			
22.14 Water	579	397	750	(250)	water bill		
22.1 Office Utilities - Other				0			
Subtotal 22.1 Office Utilities	6,152	4,918	7,050	50			
22.2 Office				0			
22.21 Office Supplies	1,946	912	2,000	0			
22.22 Software/Domain	791	1,027	1,000	(500)			
22.23 Copier Rental	1,571	1,069	1,500	0			
Subtotal 22.2 Office Misc	4,308	3,008	4,500	(500)			
22.3 Bank Fees	127	308	250	(100)	change in banks		
22.4 Website	0	338	500	0			
22.5 Insurance & Bond	2,267	2,279	3,000	700	LGIT rate increase		
22.6 Dues, Subscripts, Conferences	1,847	2,511	5,000	0	MML Conferences		
Subtotal 22.3-22.6 OtherOps	4,241	5,436	8,750	600			
22.7 Administration				0			
22.71 Admin. Payroll Fee	1,463	1,525	2,000	0	Paychex		
22.72 Flyer Delivery Charges	200	80	200	0			
22.73 Misc. Admin Expenses	900	588	500	0			
22.7 Admin - Other	286			0			
Subtotal 22.7 Admin	2,849	2,193	2,700	0			
22.8 Echo Printing	2,360	1,759	2,500	(700)			
22.9 Town Hall Operations				0			
22.91 TH Supplies	2,277	1,774	2,000	(250)			
22.92 TH Cleaning Service	3,870	2,610	3,500	0	Maid Brigade		
22.93 TH Maintenance	5,624	2,841	4,000	0	Case		
22.94 - TH Elevator Maint.	6,500	425	2,000	1,000			
22.9 Town Hall - Other				0			
Subtotal 22.9 Town Hall Ops	18,271	7,650	11,500	750			
22.10 Oth Maintenance	0	0	0	0			
22.11 T H Improvements	7,475	1,000	4,000	3,000	AV upgrade, kitchen		
22.12 Office Furniture & Equip.	475	221	1,000	700	color printer		

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Subtotal 22.10-22.12	7,950	1,221	5,000	3,700			
Total 22. Fixed Operating Expenses	46,131	26,185	42,000	3,900			
23 Streets				0			
23.1 Street Lighting	8,677	6,421	9,500	500			
23.2 Street Sweeping	1,120	1,120	2,500	(1,500)	expense less than anticipated		
23.3 Street Signs	1,414	0	3,000	(3,000)	depends upon work in FY20		
23.4 Stormwater Projects	0	0	20,000	4,000			
23.5 Street Repair	0	0	15,000	0			
23.6 Sidewalk Repair	0	0	5,000	0			
Total 23 Streets	11,211	7,541	55,000	0			
24. Town Services				0			
24.1 Community Contribution	0	4,000	2,000	(2,000)	GEPPAC only		
24.2 Landscape				0			
24.21 TH Landscaping	21,472	4,264	7,500	0			
24.22 Town Right of Way	12,365	1,746	7,200	2,200			
24.23 Env. Improvement Project		3,182	1,000	(4,000)	Nancy Long Garden maintenance		
24.2 Landscape - Other	-2,300			0			
24.24 Storm Cleanup Services			2,500	2,500	guaranteed initial service coverage		
24.25 Storm Service Retainer			2,000	2,000	public works standby		
Subtotal 24.2 Landscape	31,537	9,192	20,200	2,700			
24.3 Snow Removal	27,299	3,516	25,000	20,000	normal snow removal estimate		
24.4 Refuse/Recycling	37,520	29,611	40,000	(300)			
24.5 Town Trees				0			
24.51 Town Tree Pruning	1,125	0	3,000	2,800	planned tree maintenance		
24.52 Town Tree Removal	2,100	1,650	5,000	0			
Subtotal 24.5 Town Trees	3,225	1,650	8,000	2,800			
24.6 Leaf Removal	15,600	12,300	15,600	3,300	normal leaf removal estimate		
24.7 Community Events	6,093	6,557	8,500	0	Summer party, founders day, Halloween, Holiday Brunch		
24.8 Wynne Repayment (FY21 for 20 years)			305	305	Wynne repayments start		
Total 24 Town Services	\$121,274	\$66,826	\$119,605	26,805			
Total Expense	\$282,011	\$190,339	\$350,105	46,828			
Net Ordinary Revenue	\$72,207	\$114,711	\$24,854	(36,400)			
Net Revenue	\$72,207	\$114,711	\$24,854	(36,400)			
Capital Projects Fund			20,000	20,000			
Capital Projects Set Aside			\$282,500	282,500			

