

**The Town of  
*GLEN ECHO*  
Chartered 1904**

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**TOWN COUNCIL MEETING MINUTES**

**September 14, 2020  
Held Virtually Via Zoom**

**• CALL TO ORDER: MAYOR WILLEM POLAK. 7:00 PM**

**Present:** Mayor: Willem Polak.

Councilmembers: (CM) Dia Costello, Dan Spealman, Matt Stiglitz, and Julia Wilson.

Town Manager: (TM) Beth Boa.

**Guests:** Jean Sperling (Volunteer Advisor to the Town) and Mikaela Greenwald (UMD Student).

**Residents:** Holly Shimizu (Bryn Mawr Ave), Bill Vincent (The Echo).

**• OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:**

Mayor Polak opened the meeting with an opportunity to take comments from the residents. There were no comments.

**NEW POLICY BUSINESS:**

**GLEN ECHO ENVIRONMENTAL COMMITTEE: THREE PROPOSALS FOR CONSIDERATION:**

**(1) TOWN SUSTAINABLE RESOURCES WEBSITE FOR SUSTAINABLE MD:**

Holly Shimizu (Bryn Mawr), Chair of the Glen Echo Environmental Committee, discussed the Environmental Committee's efforts to become "Sustainable Maryland Certified". Sustainable Maryland is a certification program for municipalities in Maryland that want to "Go Green," save money and take steps to sustain their quality of life over the long term. Sustainable Maryland is a collaborative effort between the Environmental Finance Center (EFC) at the University of Maryland and the Maryland Municipal League to replicate the success of the Sustainable Jersey initiative throughout the Mid-Atlantic States, beginning in Maryland.

The Town of Glen Echo is close to completing certification requirements, and will submit its request for approval from the program by June 30, 2021. The Glen Echo Environmental Committee ("Green Team") has developed a plan for obtaining the 150 points needed.

University of Maryland student Mikaela Greenwald was a volunteer that developed a Sustainable Resources website for Glen Echo. I will keep residents updated on sustainability efforts by the Town and Environmental Committee, resources, events, and contact information. It will be ready in the next week to go live and will link through the current TOGE website. TM Boa will keep it updated.

**(2) TOWN SUSTAINABLE PROCUREMENT POLICY**

Holly Shimizu described the Sustainable Procurement Policy (SPP) the Committee is introducing for the Town (attached). With the approval of the Council, the Town will adopt and follow the SPP, considering fiscal as well as sustainable factors when purchasing or contracting.

**Opportunity for Council to hear residents' comments** on proposed Sustainable Procurement Policy (SPP). There were no comments offered by attendees.

**Motion to Approve Maryland Sustainable Maryland Certification for the Town of Glen Echo:** CM Costello; 2<sup>nd</sup> CM Wilson. Approved 4-0

**(3) NEIGHBORHOOD SUN COMMUNITY SOLAR FOR POWER FOR TOWN HALL AND TOWN STREETLIGHTS:**

A new *Neighborhood Sun Community Solar Project* will go live in early 2021 which will allow for the Town to subscribe to this service for Town Hall electricity. The calculations show that the Town would save an estimated \$137 annually for power to Town Hall over the year. Other solar and wind power vendors were reviewed but this vendor had strong favorable reviews by Town residents who make use of this service.

**Opportunity For Council To Hear Residents' Comments** on proposed Neighborhood Sun Community Solar Project: There were no comments.

**Motion to Approve Neighborhood Sun Community Solar:** CM Spealman; 2<sup>nd</sup> CM Costello. Approved 4-0.

**ADMINISTRATIVE BUSINESS:**

- **COUNCIL WORK SESSION MINUTES: ACTION ON JULY 1, 2020 MEETING**  
Minutes of the July 1, 2020 Council work session were approved as amended by the Council.  
**Motion to Approve as Amended:** CM Stiglitz; 2<sup>nd</sup> CM Spealman. Approved 4-0.
- **COUNCIL MEETING MINUTES: ACTION ON JULY 13, 2020 MEETING**  
Minutes of the July 13, 2020 Council meeting were approved.  
**Motion to Approve:** CM Costello; 2<sup>nd</sup> CM Spealman. Approved 4-0.

**NEW OPERATING BUSINESS:**

**TOWN ARCHIVES : DEVELOPMENT OF RULES FOR ACCESS**

The Council reviewed the guidelines for accessing the newly purged and reorganized Town Archives that were prepared and recommended by Sarah E. Hedlund, Director of Montgomery History (Montgomery County Historical Society). Ms. Hedlund has promoted and led the organization and archiving of the Town of Glen Echo's historical files conducted over the past year and a half. She has been under contract with the Town of Glen Echo to complete this work in conjunction with the organizational efforts of Julie Sparacino, file manager and Records Retention specialist who has assisted with approval of the Town's Records Retention Schedule with Maryland State Archives. Ms. Hedlund's knowledge of State Archive regulations related to access and protections of historical records played an important role in this successful project completion.

Ms Hedlund recommended a cautious and conservative approach to protecting the Town' Archives all the while assuring that access to these historical records is available to interested residents. Archive guidelines adopted

by the Town of Garrett Park were used in developing this initial Archive Use policy for Glen Echo as well as Ms. Hedlund's expertise. Garrett Park also uses a web based program which provides open-source web publishing for sharing digital collections and the creation of media-rich online exhibits. OMEKA was designed for scholars, museums, libraries and archives. The TM will explore this program further.

In response to the review of the proposed restrictions to access town archives, the Council requested more information on the rights granted by a FOIA request and how it might come in conflict with the rules for accessing historical records. There was also concern expressed related to the amount of time the TM spends on a resident's request. The TM will explore these questions with other Municipalities and the Maryland Municipal League for further clarification. This policy will be reintroduced at the October Council Meeting.

#### **GAS POWERED LEAF BLOWER RESTRICTIONS:** CM Costello and CM Wilson

CM Costello and CM Wilson discussed the noise and pollution of gas powered leaf blowers. They discussed incremental steps to limit their use in Town. Other Council members did not feel it was a big problem and that there may be a lack of support by residents to limit their use. CM Costello and CM Wilson will develop a survey for residents to explore the interest in limiting gas powered leaf blowers within the Town's boundaries. The survey will go out from Town Hall via Constant Contact.

#### **Opportunity For Council To Hear Residents' Comments On Leaf Blowers:**

Bill Vincent (Bryn Mawr) felt that it was not appropriate for the Town to pass an ordinance that would make it illegal for him to hire a vendor that uses a gas powered lawn blower.

#### **OTHER TOWN BUSINESS:**

#### **NEW STREET SIGNS INSTALLED BY COUNTY:** Polak

Montgomery County Department of Transportation installed new street name signs on the intersections of Town streets with MacArthur Blvd. There was no cost to the Town.

#### **FINANCIAL REPORT FOR THE MONTH OF AUGUST: (copy attached). TM BOA**

The month of August was an average month in terms of revenue and expenses.

- **Banking.** TM Boa plans to move some funds from the Money Market account to the MLGIP. The MLGIP has the best rates currently. The introductory rate for the Money Market of 1.5% ended in July. A CD is a possibility however the rate is only 0.05%. Current rates for Town Investments: MLGIP RATE: 0.13% (this rate has started increasing slightly lately after decreasing for several months). MONEY MARKET: 0.05%
- The **Bolt Legal expense** was \$804 for July. 60% was for the July work session; 4% was for the Vassar circle street signs; 11% was for leaf blower questions; 7% was for Vassar Circle; 7% was about the tree limb that fell on Vassar Circle. The remainder was on permit questions.
- **Joseph F. Toomey Associates** costs for July were \$247. Almost a quarter of these expenses (22%) was for the Vassar ROW bond issue, 42% of this was for various site visits and evaluating County DPS requirements and about a third (36%) was for discussions on drainage issues in Town.

- **Fire Extinguisher Inspection and Service:** In August the fire extinguishers were inspected and serviced by Maryland Fire Equipment Corporation for \$187.
- **Welding Grate on Bryn Mawr:** The Grate on a storm drain was fixed by Hughes Landscaping for \$995 which included replacing the “gate” and welding the other grate on upper Bryn Mawr
- **FY21 Tax Duplication funds from the County:** The Town received \$20,762 for FY 2021, the same amount as last year. “Tax duplication,” also known as Municipal Revenue Sharing, was designed to reimburse municipalities within Montgomery County for public services provided by municipalities which would otherwise be provided by the county government.  
(1974 L.M.C., ch. 7, § 1.) Tax duplication reimburses the Town for transportation (road maintenance.)
- **Echo Advertisement revenues anticipated.** TM Boa has invoiced Echo advertisers for FY21. The total due is \$4550.

**Motion to Approve the Financial Report:** CM Wilson; 2<sup>nd</sup> CM Costello. Approved 4-0.

#### **OPERATIONS REPORT: Infrastructure; Administrative; Social; TM BOA**

Town Operations and Activities during the month of August include:

##### ***Social:***

- **Yard Sale:** Resident Jan Shaut volunteered to organize this event with help from other residents. The Council leans toward not holding the yard sale given the restrictions and concerns with Covid. TM Boa will request input from the County on whether this would be suitable.
- **Halloween:** The County has not yet put out guidance on “Trick or Treating”. Other local municipalities have cancelled their Halloween events. TOGE will wait for County guidance.

##### ***Infrastructure Issues:***

- **5900 Oxford Road Sidewalk:** WSSC fixed squares August 5-7.
- **Parking Plan for Vassar:** The Town had “no parking” signs installed with oversight by Joe Cutro to replace the fire lane signs. Signs were installed July 24-27. Mr. Cutro also fixed the Tulane Ave sign that was broken. Resolution 20-06 A Resolution To Amend The No-Parking Plan For Vassar Circle has been sent to Dr. Labaw and MC DPS and has replaced the Fire Lane Order from 2016.
- **Welding and painting iron fence and replacing arrows:** Waiting for a quote.
- **Leaf pick up this fall.** Town leaves will be picked up seven (7) times this fall on Mondays starting November 2.
- **Tree Health Survey:** TM Boa requested three quotes for reviewing Town and resident trees to identify any issues with the potential to drop limbs. This is needed due to the recent number of trees that have dropped limbs in Town. Once a tree drops a limb, the Town is responsible for cleaning up the right of way. Town trees that damage private property require a submission to the Town insurer (LGIT) which has happened once last fiscal year. Private trees, such as the trees on Vassar and Bryn Mawr that dropped limbs, damage residents’ property and require the Town to clean up the right of

way (\$350 to clean up Bryn Mawr). It costs between \$110- \$125/hour for the survey and TM Boa will note which trees need preventative measures. The results will direct tree care. Residents will be notified if their tree needs preventative care or removal.

- **Drainage Study by County:** The MC DOT has been informed that the Town is requesting a drainage study due to the stormwater flowing over MacArthur Blvd into the Town. A meeting will be set up with DOT later in September to discuss our request.

#### ***Administrative:***

- **Town Hall Status:** Due to the COVID-19 virus, Town Hall is closed to the public and to rentals. The English Dancers have not resumed rentals yet. The Town has a Zoom account available for Town Council Meetings and committee meetings. TM Boa has researched pricing for disinfecting Town offices and Town Hall. Maid Brigade disinfected for \$50 each time in July and August. Maid Brigade's PUREmist® system disinfects by killing germs, bacteria, and viruses on contact using an EPA registered hospital-grade disinfectant applied via an electrostatic sprayer. The combination creates an electronically-charged mist that wraps around surfaces and objects for 360-degree coverage. The electrostatic technology allows the disinfectant to bond to areas that are unreachable by traditional pump sprayers and eliminates the need to wipe away remaining liquid after proper dwell time has occurred. They use the disinfectant hypochlorous acid, HOCl, which takes about 10 minutes to kill viruses, but is not harmful to humans. Maid Brigade also disinfected before and after the flu vaccine clinic. The Town continues to get requests to rent Town Hall.
- **Flu Clinic:** Held September 12. Sign ups for times were required so that people could socially distance. 50 total residents received vaccinations.
- **Fall MML Conference (Virtual):** Mayor Polak and TM Boa will attend on October 8-9.
- **Audit:** Audit began August 17 with LSWG. TM Boa continues to provide requested documents. The LSWG auditor will attend the October 12 Council Meeting via Zoom to report on the audit outcome.
- **Elevator Inspection:** The elevator was inspected as required on August 13 and passed.
- **Census Response Rate:** Every Marylander not counted costs the state approximately \$18,250 over 10 years – this equates to the state losing \$1 Billion (based on historical U.S. Census undercount). Maryland rate of self-response is 88% and Glen Echo rate of response is 82%.
- **Thrive Montgomery:** 2050 Montgomery Planning staff presented the draft Thrive Montgomery 2050 Vision and Goals to the Planning Board on April 16, 2020. The Board asked the staff to be bold and more clearly state the hard choices we will need to make if want to achieve the desired outcomes of a thriving county with strong economy, equitable growth and a healthy and sustainable environment.

The plan aims to “increase the variety and density of housing types in areas zoned for single-family detached and semi-detached housing, [such as TOGE] particularly in areas located within a 15-minute walk or bike ride of rail and Bus Rapid Transit (BRT).” The Town has an opportunity to join with Kensington and other towns to provide input on this document. Kensington asked: “Will modifying zoning to permit smaller lot areas or ADU densities in R-60 communities risk

overwhelming current infrastructure or neighborhood esthetics by adding density that municipal roads and neighborhoods were not designed to accommodate? (Action 5.1.1.a; Page 25)" Other local municipalities are sending letters to the county council urging that they delay consideration of the plan for at least a year due to Covid. The Council supported sending the County Council a letter requesting a delay of consideration of the plan for at least a year.

- **Leadership Montgomery:** TM Boa has been accepted to the Senior Leadership Montgomery class of 2021, which starts in September. This is a program for people who are seeking to deepen their civic engagement, their knowledge about the County and expand their community and professional network.
- **Directory delivered in August:** Thanks to Alec Graham, Patty Sieber and Mary Parsons.
- **TM Boa will be on vacation September 23-30.**

**2020-2021 ROLLING ACRES SNOW REMOVAL CONTRACT:**

Motion to Approve: CM Wilson; 2<sup>nd</sup> CM Spealman. Approved 4-0.

**OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:**

Mayor Polak announced a closing opportunity for comments by the residents. There were no comments.

**ADJOURNMENT:**

Motion to adjourn: CM Stiglitz; 2<sup>nd</sup> CM Wilson. All in favor. Meeting Adjourned 9:00 pm

Minutes Prepared by: Beth Boa, Town Manager

Approved by: Willem Polak  
Mayor, Willem Polak

Date: 10/14/20

9:00 AM  
09/01/20  
Accrual Basis

**Town of Glen Echo**  
**Account Balances New**  
**As of August 31, 2020**  
**Aug 31, 20**

**ASSETS**

**Current Assets**

**Checking/Savings**

PNC - Checking	9,154.14
PNC - Money Market	602,482.43
MD Local Gov't Investment Pool	83,914.95
SunTrust Cash-Checking	-233.55
<b>Total Checking/Savings</b>	<b>695,317.97</b>
<b>Total Current Assets</b>	<b>695,317.97</b>
<b>TOTAL ASSETS</b>	<b><u>695,317.97</u></b>

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

**Bond Deposit**

Town Hall Deposit	200.00
Right of Way Bond	2,500.00
Bond Deposit - Other	<u>3,000.00</u>
<b>Total Bond Deposit</b>	<b>5,700.00</b>
<b>Total Other Current Liabilities</b>	<b>5,700.00</b>

**Total Current Liabilities**

5,700.00

**Long Term Liabilities**

Wynne liability	6,100.00
<b>Total Long Term Liabilities</b>	<b>6,100.00</b>
<b>Total Liabilities</b>	<b>11,800.00</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>11,800.00</u></b>

**Town of Glen Echo**  
**Revenue/Expenses Actual vs Budget**  
July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
01. Real Estate Property Tax	10,052	136,743	-126,691	7%
02. Personal Property				
02.1 Corporate	2,519	2,000	519	126%
02.2 Unincorporated	0	100	-100	0%
02.3 Public Utility	0	22,000	-22,000	0%
<b>Total 02. Personal Property</b>	<b>2,519</b>	<b>24,100</b>	<b>-21,581</b>	<b>10%</b>
03. State Income Tax	247	115,000	-114,753	0%
04. Highway	0	15,301	-15,301	0%
05. License/Permits				
05.1 Admissions & Amusement	0	300	-300	0%
05.4 Judiciary receipts	188			
05.2 Build Perm	75	5,000	-4,925	2%
<b>Total 05. License/Permits</b>	<b>263</b>	<b>5,300</b>	<b>-5,037</b>	<b>5%</b>
06. Rental Inc				
06.1 Post Off.	2,658	31,899	-29,241	8%
06.2 T H Rental	0	3,000	-3,000	0%
06.3 Parking Lot--Tulane	3,600	3,600	0	100%
<b>Total 06. Rental Inc</b>	<b>6,258</b>	<b>38,499</b>	<b>-32,241</b>	<b>16%</b>
07. Interest	628	1,500	-872	42%
08. County Revenue Sharing	20,762	20,762	0	100%
09. Cable Franchise	812	3,500	-2,688	23%
10. Echo Newsletter				
10.1 Advertisements	0	2,000	-2,000	0%
10.2 Subscriptions	0	100	-100	0%
<b>Total 10. Echo Newsletter</b>	<b>0</b>	<b>2,100</b>	<b>-2,100</b>	<b>0%</b>
11 Miscl Revenue				
11.4 Env Project Restricted Inc	350	1,250	-900	28%
11 Miscl Revenue - Other	0	20	-20	0%
<b>Total 11 Miscl Revenue</b>	<b>350</b>	<b>1,270</b>	<b>-920</b>	<b>28%</b>
<b>Total Income</b>	<b>41,891</b>	<b>364,075</b>	<b>-322,184</b>	<b>12%</b>
<b>Expense</b>				
24.8 Wynne Repayment FY21 20 yr	0	305	-305	0%
20 Payroll				
20.1 Salary	9,231	60,000	-50,769	15%
20.2 Employer Taxes	706	4,500	-3,794	16%
20.3 Staff Training	0	1,000	-1,000	0%
<b>Total 20 Payroll</b>	<b>9,937</b>	<b>65,500</b>	<b>-55,563</b>	<b>15%</b>
21 Professional Services				
21.1. Auditor	0	8,000	-8,000	0%
21.2. Legal				
21.21 Town Attorney	4,500	20,000	-15,500	23%
21.22 Specialized Legal Svcs.	0	5,000	-5,000	0%

**Town of Glen Echo**  
**Revenue/Expenses Actual vs Budget**  
July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
<b>Total 21.2. Legal</b>	4,500	25,000	-20,500	18%
21.4 Oth Prof Svcs	0	1,000	-1,000	0%
21.5 Traffic Study Consultant	1,632	1,000	632	163%
21.6 Records Ret./Archiving	425	3,000	-2,575	14%
21.7 IT Support	50	1,000	-950	5%
21.8 Arborist	0	500	-500	0%
21.9 Town Engineer/Bld. Insp.	2,449	16,000	-13,551	15%
21.10 Office Temporary Help	0	500	-500	0%
<b>Total 21 Professional Services</b>	9,056	56,000	-46,944	16%
<b>22. Fixed Op Ex</b>				
<b>22.1 Office &amp; TH Utilities</b>				
22.11 Electrical	449	2,100	-1,651	21%
22.12 Gas	23	1,000	-977	2%
22.13 Telephone/Internet	515	3,200	-2,685	16%
22.14 WSSC	153	750	-597	20%
<b>Total 22.1 Office &amp; TH Utilities</b>	1,140	7,050	-5,910	16%
<b>22.2 Office</b>				
22.21 Office Supplies	244	2,000	-1,756	12%
22.22 Software/Domain	275	500	-225	55%
22.23 Copier Rental	381	1,500	-1,119	25%
<b>Total 22.2 Office</b>	900	4,000	-3,100	23%
22.3 Bank Fees	9	250	-241	4%
22.4 Website	0	500	-500	0%
22.5 Ins & Bond	2,058	3,000	-942	69%
22.6 Dues, Subs., Conf.	1,184	2,500	-1,316	47%
<b>22.7 Admin</b>				
22.71 Admin. Payroll Fee	271	2,000	-1,729	14%
22.72 Flyer Delivery Charges	30	200	-170	15%
22.73 Miscl. Admin Fee	0	500	-500	0%
<b>Total 22.7 Admin</b>	301	2,700	-2,399	11%
<b>22.8 Echo</b>				
180	2,500	-2,320	7%	
<b>22.9 Town Hall</b>				
22.91 TH Supplies	383	2,000	-1,617	19%
22.92 TH Cleaning Service	630	3,500	-2,870	18%
22.93 TH Maintenance	973	4,000	-3,027	24%
22.94 TH Elevator Maintenance	675	2,000	-1,325	34%
<b>Total 22.9 Town Hall</b>	2,661	11,500	-8,839	23%
22.110 TH Improv	1,750	1,000	750	175%
22.120 Office Furniture & Equip	279	1,000	-721	28%
<b>Total 22. Fixed Op Ex</b>	10,462	36,000	-25,538	29%
<b>23 Streets</b>				
23.1 Streetlights	1,213	9,500	-8,287	13%
23.2 Street Sweeping	0	2,500	-2,500	0%
23.3 Street Signs	2,180	0	2,180	100%

**Town of Glen Echo**  
**Revenue/Expenses Actual vs Budget**  
**July through August 2020**

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
23.4 Stormwater Projects	995	20,000	-19,005	5%
23.5 Street Repair	0	15,000	-15,000	0%
23.6 Sidewalk Repair	0	5,000	-5,000	0%
<b>Total 23 Streets</b>	<b>4,388</b>	<b>52,000</b>	<b>-47,612</b>	<b>8%</b>
<b>24 Town Services</b>				
24.1 Community Contribution	4,000	4,000	0	100%
24.2 Landscape				
24.21 TH Landscaping	1,266	7,500	-6,234	17%
24.22 Town Right of Way	1,870	7,200	-5,330	26%
24.23 Environmental Imp Project	0	500	-500	0%
<b>Total 24.2 Landscape</b>	<b>3,136</b>	<b>15,200</b>	<b>-12,064</b>	<b>21%</b>
24.3 Snow Removal	0	25,000	-25,000	0%
24.4 Refuse/Recycling	9,600	40,000	-30,400	24%
24.5 Town Trees				
24.51 Town Tree Pruning	350	3,000	-2,650	12%
24.52 Town Tree Removal	0	5,000	-5,000	0%
<b>Total 24.5 Town Trees</b>	<b>350</b>	<b>8,000</b>	<b>-7,650</b>	<b>4%</b>
24.6 Leaf Removal	0	13,550	-13,550	0%
24.7 Community Events	0	8,500	-8,500	0%
<b>Total 24 Town Services</b>	<b>17,086</b>	<b>114,250</b>	<b>-97,164</b>	<b>15%</b>
<b>Total Expense</b>	<b>50,929</b>	<b>324,055</b>	<b>-273,126</b>	<b>16%</b>
<b>Net Ordinary Income</b>	<b>-9,038</b>	<b>40,020</b>	<b>-49,058</b>	<b>-23%</b>
<b>Net Income</b>	<b>-9,038</b>	<b>40,020</b>	<b>-49,058</b>	<b>-23%</b>

**Town of Glen Echo**  
**Expenses by Vendor Summary**

August 2020

Aug 20

Advance Business Systems	127
Advanced Elevator Inspections, LLC	200
Blue Crab Contracting, LLC	300
Bolt Legal, LLC	805
Case Design/Remodeling, Inc	488
Digital Handyman, Inc	50
H D Johnson	255
Hughes Landscaping & Supply Co. Inc.	3,878
Joseph Cutro, P.E.	1,152
Joseph F. Toomey Associates, Inc	248
Kencor, Inc	475
Key Sanitation, Incorporated	6,400
Maid Brigade, Inc	485
Maryland Fire Equipment Corp	187
MML	95
PEPCO - (streetlights)	911
PNC Bank	296
Print 1 Printing & Copying	180
Sarah E. Hedlund	425
The Hartford	100
Verizon - Phone Line	253
Washington Gas	12
<b>TOTAL</b>	<b><u>17,322</u></b>

**Town of Glen Echo**  
**Revenue/Expenses by Month**

July through August 2020

Jul 20 Aug 20 TOTAL

**Ordinary Income/Expense**

**Income**

01. Real Estate Property Tax	0	10,052	10,052
02. Personal Property	2,519	0	2,519
03. State Income Tax	0	247	247
05. License/Permits	75	188	263
06. Rental Inc	0	6,258	6,258
07. Interest	628	0	628
08. County Revenue Sharing	20,762	0	20,762
09. Cable Franchise	0	812	812
11 Miscl Revenue	350	0	350

**Total Income**

**24,334 17,557 41,891**

**Expense**

20 Payroll	4,968	4,968	9,936
21 Professional Services	6,076	2,979	9,055
22. Fixed Op Ex	6,729	3,734	10,463
23 Streets	1,185	3,202	4,387
24 Town Services	9,398	7,688	17,086

**Total Expense**

**28,356 22,571 50,927**

**Net Ordinary Income**

**-4,022 -5,014 -9,036**

**Net Income**

**-4,022 -5,014 -9,036**