

TOWN OF GLEN ECHO
 BUDGET CATEGORY DESCRIPTIONS
 ACTIONS ASSUMPTIONS FOR
 FY 2027
 (7/1/26 – 6/30/27)

| REVENUE | | |
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| 1 | <u>Real Estate Property Tax</u> | Real property taxes received by the Town based upon a levy set by the town on real property (real estate) within the incorporated limits of the Town of Glen Echo. Large deposits in October and January. |
| | Line #01. | |
| | Actions/Assumptions for FY27: | Retain current Rate at \$0.15/\$100. Receipts typically outperformed State estimates |
| 2 | <u>Personal Property</u> | |
| | 2.1 Corporate Property | Glen Echo receives a portion of the personal prop. tax assessed on the assets and inventory of companies and business located within the corporate boundaries of the town. Assessed value is based on Personal Property tax returns filed by the business with the State of Maryland each year. The rate is \$0.80/\$100 of assessed value for both categories of property. |
| | 2.2 Unincorporated Property | Unincorporated property are unincorporated businesses in Town. |
| | 2.3 Public Utility | Property taxes received by the Town based upon the levy set by the Town on public utility property that is located within the incorporated limits of the town. Rate is set at \$1.50/\$100, Large deposit in January and February |
| | Actions/Assumptions for FY27: | Retain current rates at \$.80 for Corp & Unincorporated Property;\$1.50 for Utilites |
| 3 | <u>State Income Tax</u> | Town receives a portion of the State of Maryland income tax paid by the residents of the town. The amount is equal to the greater of 17% of the income tax liability to the respective governments or .37% of the state taxable income of the residents within the town. Funds are received in 8 payments during the yr. |
| | Actions/Assumptions for FY27: | No local action possible; assumes continued stability. |
| 4 | <u>Highway User Revenues</u> | Funds allocated to municipalities from the State funding source that includes gasoline tax, vehicle titling tax, vehicle rental use tax and vehicle registration fees. Town is allocated a portion of these fees based on a formula. Funds can only be used to finance the cost of street repairs. |
| | Actions/Assumptions for FY27: | Budget based on estimate from state. Turned Street A over to NPS in FY23. |
| 5 | <u>License/Permit Fees</u> | |
| | 5.1 Admission & Amusement Tax | The Town collects a minimal percentage of a tax on admission and amusements from the state. |
| | Actions/Assumptions for FY27: | Use of amusements from Glen Echo Park |
| | 5.2 Building Permit Fee | Building permits fee are collected pursuant to town code. Building fees were adjusted at Jan. 2020 Council Meeting |
| | Actions/Assumptions for FY27: | May have teardown/rebuild in FY27. |

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| 6 | <u>Rental Income</u> | |
| | 6.1 - Post Office | Space rented by USPS in Town hall. Annual rent of \$31,899 increased to \$35,280 |
| | Actions/Assumptions for FY27: | Lease to expire in December 2026 – renew 5 years, negotiate increase in rent |
| | 6.2 - Town Hall Rental | Town Hall is available for usage by Town residents & nonresidents. Rental rates for non-residents raised to \$50 hour rental rate per hour in FY19. |
| | Actions/Assumptions for FY27: | Have a few weekly users (Ballet Petite, English Country Dancers), use has increased. |

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| | 6.3 - Parking Lot - Tulane | Revenue that results from lease of Town-owned land to the Irish Inn at Glen Echo for parking on a per month basis. Currently \$437 (as of November 2025) from \$300 per month. Invoice monthly. |
| | Actions/Assumptions for FY27: | Lease rental amount will increase by 3% in November 2026; Renew lease agreement September 2026. |

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| 7 | <u>Interest Income</u> | Income that results from Town investments in the MD Local Govt Investment Pool and PNC Bank accounts. |
| | Actions/Assumptions for FY27: | Interest rates are improving from past years. Put more funds into MLGIP |

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| 8 | <u>County Revenue Sharing</u> | Payment from Montgomery County that serves in a reimbursement type capacity, supporting (tax duplication) Town exp. that in part would otherwise be borne by the County (street maintenance) |
| | Actions/Assumptions for FY27: | Change in payment formula by County Exec. & County Council FY24 at 90% of allocated amount |

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| 9 | <u>Cable Franchise Fees</u> | Franchise fees Town receives pursuant to County negotiated Franchise Agreements with Cable Service Providers (Verizon, Comcast, and RCN). Usually deposits in August, November, February |
| | Actions/Assumptions for FY27: | See MMC letter 2/2026 asking for support in fees paid to Town. Cable franchise fees declining a bit as people switch from cable to streaming. County is negotiating with Verizon and Comcast for new agreement. |

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| 10 | <u>Echo Newsletter</u> | The Echo Newsletter is produced by a team of Town volunteers. It includes local news and some official town notice of business. It appears on both sides of the ledger in that it generates income from advertising and some subscriptions and requires an expense for copying. |
| | 10.1 - Advertisements | Revenues generated by Advertisements in the "Echo". |
| | 10.2 - Subscriptions | Subscription Fees pd to the town for delivery of the Echo Newsletter |
| | Actions/Assumptions for FY27: | Request to split cost for Adobe software, Increase ad rates? |

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| 11 | Miscellaneous Revenue | |
| | 11.1 Swag | Sales of Miscellaneous Town Swag (books, t-shirts etc.) |
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| 12 | Restricted Use Funds | |
| | 12.1 Amer. Rescue Plan Funds | One time Federally general money FY21. Per capita Formula. Restrictions |
| | 12.2 Chesapeake Bay Trust Grant | Grant for stormwater study |
| | 12.3 Legislative Bond Initiative | Funds from State of MD to be used for Storm Water Management |
| | Actions/Assumptions for FY27: | Received all ARPA Funds; All funds spent December 2025 |
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| EXPENSES | | |
| 20 | Payroll | Expenses for Town Manager . |
| | 20.1 - Salary | Town Manager annual salary |
| | 20.2 - Employer Taxes | Payroll taxes associated with office staff, includes social security and Medicare. |
| | 20.3 - Staff Training | Ongoing training for Town Staff |
| | 20.4 - Health Insurance | Health insurance through County for Town staff |
| | Actions/Assumptions for FY27: | Salary increase 4/2026 |
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| 21 | Professional Services | Private Contractors for Town |
| | 21.1 - Auditor | The Town contracts for account review and annual audit with an outside auditor. |
| | 21.2 - Legal | |
| | 21.21 - Town Attorney | Fees paid for Town Attorney |
| | 21.22 - Specialized Legal Svc | Fees paid to outside Council for Special Services - Variance, Zoning, land sales etc. |
| | 21.4 - Other Professional Svc | Holding place for new professional services such as Quickbooks/financial |
| | 21.5 - Traffic Study Consultant | Fees paid to do traffic study, street signs, sign placement etc. |
| | 21.6 - Records Retention/Archiving | Files/archive Clean up. Mostly completed. Digitizing Records. |
| | 21.7 - IT Support | Consultant used to update computer, trouble shoot computer problems etc. |
| | 21.8 - Arborist | Consultant used to evaluate Town trees for removal or pruning |
| | 21.9 - Town Eng/Bldg Insp | Consultant to review bldg permits, construction oversight, and Utility work and |
| | 21.1 - Accounting Services | Accounting Services, Payroll, Bill Pay etc. |
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| | Actions/Assumptions for FY27: | Expenses fairly consistent from FY26; May have WMATA bridge demo, Clara Barton House renovations, teardown /rebuild |
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| 22 | Fixed Operating Expenses | |
| | 22.1 - Office & TH Utilities | |
| | 22.11 - Electrical | Pepco bill for Town Hall electricity & Neighborhood Sun for solar farm |
| | 22.12 - Gas | Washington Gas bill |
| | 22.13 - Telephone/Internet | Verizon bill |
| | 22.14 - WSSC | Water bill |

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| 22.2 - Office | |
| 22.21 - Office Supplies | Paper, folders any other items needed for everyday office |
| 22.22 - Software/Domain + 22.4 Website (combine line items) | Fees for software (QuickBooks, Virus etc.) Domain - Townofglenecho.org, Teams, Constant Contact (add SMS) * Add 22.4 – Website (website assistance) |
| 22.23 - Copier Rental | Fee to rent Ricoh copier - new lease agreement in FY24 will be lower fee |
| 22.3 - Bank Fees | Fees charged by PNC, credit card fee |
| 22.4 – Website* | Website assistance with formatting |
| 22.5 - Ins & Bond | LGIT - TH Insurance and Bond for Mayor and Manager |
| 22.6 - Dues, Subs, Conf | fees for MML membership & other dues, MML Conference. |
| 22.7 - Admin | |
| 22.71 - Admin. Payroll Fee | Fee charged by payroll company - LSWG |
| 22.72 - Flyer Deliver Charges | Fees charged to deliver flyers to residents of Town |
| 22.73 - Miscl. Admin Exp | Miscellaneous fees paid for parking, tolls & mayor expenses (PO Box annual rental – QB prepaid expense) |
| 22.8 - Echo Printing | Fee to print the Echo and Postage |
| 22.9 - Town Hall Operations | |
| 22.91 TH Supplies | Rental Supplies, light bulbs, toilet paper, paper towels, filters, soap etc. |
| 22.92 - TH Cleaning Services | Marcelli Cleaning comes twice monthly to clean TH including office |
| 22.93 - Maintenance | Maintenance company to change filters, bulbs etc. |
| 22.94 - Elevator Maintenance | Maintenance, Inspections - higher in FY23 as needed repairs |
| 22.110 - TH Improvement | Major improvements - floors, blinds, 3 new HVAC, fire doors replacement |
| 22.120 - Office Furniture & Equip | Office furniture, computer |
| Actions/Assumptions for FY27: | Expenses expected to increase FY27; |
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| 23 Streets | |
| 23.1 - Street Lights | Fee charged by Pepco for Town streetlights |
| 23.2 - Street Sweeping | Cleaning the streets (2 -3 times a year) |
| 23.3 - Street Signs | Replace/repair of Parking signs, stop signs, street signs etc. |
| 23.4- Stormwater | Stormwater projects around Town |
| 23.4 A - CBT Stormwater | Chesapeake Bay Trust Grant expenditures |
| 23.4 B - ARPA | American Rescue Plan Grant expenditures |
| 23.5 - Street Repairs | Pothole repair. Incidental cracking or sealing |
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| 23.6 - Sidewalk/Curb Repairs | Replacing sidewalk blocks, curbing or filling to remove tripping hazards. |
| Actions/Assumptions for FY27: | Remain same. |
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| 24 Town Services | |
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| 24.2 – Landscape | |

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| 24.21 - TH Landscaping + 24.22 Town ROW – combine line items & rename: TH Landscaping) | The area in front of Town Hall mowing, planting, cleaning, gutters |
| 24.22 - Town Right-of-Way | mowing /maintaining trolley area, and 2 parks, maintenance through Town |
| 24.24 -Gardening | new category in FY25 - weeding, planting, maintenance gardens in Town |
| 24.3 - Snow Removal | Snow removal and street treatment & shoveling sidewalk around TH |
| 24.4 - Refuse/Recycling | Mon Yard and Wednesday recycling Tues & Fri - trash and every Fri - bulk trash |
| 24.41 - Composting | Add new category for FY27 – composting weekly collection service for residents |
| 24.5 - Town Trees | |
| 24.51 - Town Tree Pruning | Pruning trees/branches that are in the Town Right-of-Way |
| 24.52 - Tree Removal & Planting | Removal of any Town trees on Town Property; tree planting. |
| 24.6 - Leaf Removal | 3 Fall leaf removals from end of Oct. to end Dec. (once monthly before holiday) |
| 24.7 - Community Event | Summer Party, Halloween Pizza Party and Holiday Brunch |
| 24.71 - Livable Town Committee | Winterlude, Founder's Day, 4 th of July and MLK Service Day |
| 24.9 - Community Contribution | GEPPAC - \$1,500 annually; GE Fire Department - \$1,500 annually; Others on case by case basis. |
| 24.10 - Storm Cleanup | Storm damage / cleanup expenses |
| 23.11 Community Garden | One-time payment for startup of community garden |
| Total Town Services | Comprises Community Contributions, Landscaping, Snow removal, Trash & Recycling Leaf Cleaning, Composting , Community Events & Wynne payments . |
| Total Expenses | Comprises Payroll, Auditor & Legal Services, Other Professional Services, Fixed Operating Expenses, Streets, and Town Services. |
| Bank Balances | Balances in the PNC Checking account, Money Market account and Maryland Local Government Investment Pool (MLGIP) are reported here. |