



City of Greenbelt, Maryland

ADOPTED BUDGET

FOR THE FISCAL YEAR JULY 1, 2015 – JUNE 30, 2016



CITY COUNCIL

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Judith F. Davis, Mayor Pro Tem
Konrad E. Herling
Leta M. Mach
Silke I. Pope
Edward V.J. Putens
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Julie McHale, Recreation
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John Shay, City Solicitor

The budget is the City organization’s operational master plan for the fiscal year. This section is designed to acquaint the reader with the organization in order to get the most out of the information contained herein.

The budget is divided by tabs into sections, and a **Table of Contents** is included at the beginning of the book.

The **City Manager’s Message**, in the very front of the book, summarizes what is going on in the budget and tells the story behind the numbers. It identifies major issues, notes decisions to be made by the City Council when adopting the budget, and conveys a thorough understanding of what the budget means for this fiscal year.

A **Table of Organization** is provided for the entire City organization. Tables of Organization for each department are located with the departmental budgets.

A budget summary is presented in the **General Fund – Revenues and Expenditures** section. Included in this summary are listings of total revenues and expenditures for the remainder of this fiscal year (estimated), next fiscal year, and past years. Expenditures are broken down into three categories: personnel expenses, other operating expenses, and capital expenditures. A one-page “executive summary” of all of the above is also included.

Departmental Expenditures are grouped by activity. Each section includes:

- Narratives describing the department or division’s mission, goals and objectives;
- FY 2015 accomplishments;
- FY 2016 issues and services;
- A table of organization;
- Personnel details;
- Past and projected expenditures; and
- Measures by which to judge the performance of the department during the next fiscal year, including how services are rated by citizens. Scores are rated on a scale of 1 (poor) to 5 (excellent).

Budget comments are also included which explain significant revenue and expenditure issues within each budget.

The **Analysis and Background** section contains charts and graphs that further describe the City’s condition including background reports on budget issues, a debt service schedule, and demographic information.

Finally, a **Glossary** at the back of the book defines technical terms used throughout the budget document.

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June 8, 2015

Dear Fellow Greenbelt Citizens:

Enclosed is the City of Greenbelt's Adopted Budget for the fiscal year beginning July 1, 2015, and ending June 30, 2016 (FY 2016). The City Manager submitted a proposed budget to the City Council on March 23, 2015. The City Council held eight work sessions, as well as two public hearings in April and May. As always, your interest and comments during this process were greatly appreciated.

The Adopted FY 2016 budget is \$26.7 million, an increase of \$1,360,700, or 5.4% over the FY 2015 budget with no tax rate increase. It is our belief this increase reflects improving economic and fiscal conditions for the City in the coming years. As you know, for the past several years, City finances have been negatively affected as a result of the 2008 recession.

However, over the past year, the City has seen a 9.4% increase in the value of apartments in Greenbelt and the start of construction at the new development, Greenbelt Station, just south of the Greenbelt Metro Station. In addition, the values of existing homes are increasing, income tax receipts are growing, and red light and speed enforcement cameras have generated more revenue than anticipated.

With this positive news as the backdrop, the adopted budget includes numerous proposals to enhance our community. These include support for the newly renovated Greenbelt Theatre; a program to welcome the new residents of Greenbelt Station; a tax credit or grant program to encourage reinvestment in the city housing stock; plans to make Cherrywood Lane a green street; funds to implement a body camera program in the Police Department; two additional staff in Public Works to help with facility and park maintenance; and an increase in the minimum wage for part-time staff.

Further, in adopting the budget, the Council was able to include additional initiatives due to an increase in Highway User Revenue submitted and approved by Governor Hogan and lower health insurance and electricity costs which were negotiated after the Proposed Budget was presented in late March. These initiatives include:

- 1) Adding \$20,000 for economic development initiatives for a total of \$50,000 in FY 2016;
- 2) Providing a half-time Case Manager for the GAIL program, which is experiencing an ever-increasing case load.
- 3) Allocating \$5,000 for additional grants from the City;
- 4) Allocating \$15,000 for K-9 turf for the Animal Shelter;
- 5) Providing \$75,000 to complete resurfacing of Springhill Drive and provide funds to do street repair throughout the City;
- 6) Budgeting \$5,000 to begin planning for a second dog park;
- 7) Adding \$40,000 to funds budgeted to cover the estimated cost of the first phase of dam repairs at Greenbelt Lake;
- 8) Including \$76,000 to replace the surfacing at the playground behind 1 Court Southway.

After a number of difficult years fiscally, we believe conditions are improving. We are pleased that we have been able to continue Greenbelt's history of community pride and service to its citizens. Thank you for the support you provide and the opportunity to represent you.

Sincerely,

Emmett V. Jordan, Mayor

Judith F. Davis, Mayor Pro-Tem

Konrad E. Herling, Council Member

Leta M. Mach, Council Member

Silke I. Pope, Council Member

Edward V.J. Putens, Council Member

Rodney M. Roberts, Council Member

March 23, 2015

Honorable Mayor and City Council,

I am pleased to present a proposed budget for the City of Greenbelt for Fiscal Year 2016 (July 1, 2015 to June 30, 2016). The budget is the City's operational and financial master plan for the coming year. It is the annual opportunity to review and identify the issues, challenges and opportunities that will face the Greenbelt community over the next twelve months, as well as to discuss and set the direction of the organization for the coming year and beyond.

OVERVIEW

While this budget continues to be constrained as a result of the 2008-09 recession and the resulting drop in the value of real estate and slowed economy, compared to recent years, it shows that economic conditions in the community are improving. It seeks to provide quality city services to Greenbelt residents, be responsive to Council's goals, support and manage significant capital projects, and incorporate recommendations of studies completed in the past few years - the Organizational Assessment, the Economic Development Strategy, the Pedestrian/Bicycle Master Plan and the Sustainability Framework.

At \$26.4 million, it is almost \$1.1 million higher than FY 2015, but that includes a \$300,000 transfer from the Fund Balance. At \$26.4 million, it is the first budget since FY 2009 (seven years) to break out of a narrow range of between \$24.5 and \$25.5 million. While it is clear that the national economy is recovering from the recession, it is not as clear that the State of Maryland or Prince George's County are recovering as they continue to deal with deficits and projected funding gaps. Though Greenbelt will not see any significant financial improvement until Fiscal Year (FY) 2017, there are signs of recovery which positively impact this budget.

Municipal governments rely on Real Estate Taxes for the bulk of their revenue. In Greenbelt, approximately 60 percent of the City's revenue is received from Real Estate Taxes. This budget is based on the last year of the triennial reassessment done in 2012 which occurred near the bottom of the drop in real estate values. However, an analysis of recent sales of Greenbelt homes comparing

the sales price to the current assessed values reveals the sales prices are an average of 36% higher than the assessed value. With Greenbelt being reassessed this year, it is expected there will be a noticeable uptick in the new assessed values which will positively impact the FY 2017 through 2019 budgets.

Revenues are estimated at \$26.2 million, an increase of \$830,300 from FY 2015. The increase is due to an increase in the value in apartments in Greenbelt, the addition of new homes in Greenbelt Station, higher Income Tax receipts and greater receipts from the speed camera program than anticipated.

Though Greenbelt's budget has been static for seven years, expectations for services and operating costs have increased. While these circumstances have created a difficult situation, Greenbelt has been able to provide its services with minimal reductions. City Council and staff have worked hard to reduce costs and find savings in order to produce balanced budgets with minimal programmatic cuts and no layoffs or furloughs. Since FY 2009, over \$2.7 million in savings, reductions and cuts have been made to city budgets.

Finally, there have been a number of noteworthy awards and accomplishments in the past year:

1. Greenbelt achieved Sustainable Maryland Certification status in recognition of its environmental and sustainability efforts with the second highest score of any municipality in the State.
2. The Let's Move Cities, Towns and Counties initiative in conjunction with the National League of Cities awarded Greenbelt five Gold Medals for its programs to create a healthy community raising healthy children. Greenbelt was one of just 23 communities nationwide to achieve five Gold Medals.
3. The Animal Control program in cooperation with the other Four Cities communities received the second largest grant (\$75,000) for a joint spay neuter program.
4. Based on the recently completed review, the Police Department will be recommended for accreditation by the Commission for the Accreditation of Law Enforcement Agencies for the fourth time later this year.
5. Also received Tree City USA, Playful City, Certificate of Achievement for Excellence in Financial Reporting and Distinguished Budget Presentation Award.

BUDGET SUMMARY

As in past years, this budget was developed around three themes –

1. Work within constrained fiscal conditions.
2. Reflect Council's goals in the work plan –

- a. Enhance the Sense of Community
- b. Economic Development and Sustainability
- c. Improve Transportation Opportunities
- d. Maintain Greenbelt as an Environmentally Proactive Community
- e. Improve and Enhance Public Safety
- f. Preserve and Enhance Greenbelt’s Legacy as a Planned Community
- g. Promote Quality of Life Programs for all Citizens
- h. Provide excellent constituent service by advocating for residents with outside agencies/ organizations

3. Provide quality, innovative and responsive city services.

The proposed FY 2016 Expenditure budget totals \$26,437,000, which is \$1,098,200 (4.3%) higher than last year, but includes a \$300,000 transfer for the theatre. Without the transfer, the increase is \$798,200, or 3.2%.

Revenues are estimated at \$26,171,600 with no tax rate increase. This is \$830,300 (3.3%) higher than adopted FY 2015 revenues. As noted, the increase in FY 2016 revenue is mainly due to an increase in the assessments of apartments, new homes in Greenbelt Station, higher Income Tax receipts and more speed camera violations following the installation of cameras on Greenbelt Road.

REVENUE DETAIL

Here are some key revenues and what is expected to occur in FY 2016:

1. **Real Property** – As has been noted in prior years, Real Property Tax revenue is the City’s main revenue source comprising almost 60% of the City’s total revenue in FY 2016, \$15,578,100. This revenue is calculated based on an estimate of the assessed value of real property in Greenbelt as determined by the Maryland State Department of Assessments and Taxation (SDAT).

The estimated gross assessed value of real property for FY 2016 is \$1.9 billion, a 4.5% increase from last year, but 6.6% lower than FY 2013 (\$2.04 billion) and 20.6% lower than the value in FY 2010 (\$2.4 billion). While condominium and single family residential assessed values remain flat, apartment properties have been valued 9.4% higher and they were 11% higher last year as demand continues for apartments and owners to reinvest in their properties as is occurring at the University Square apartments. Also, the new townhomes in Greenbelt Station are adding value.

2. Economy Driven Revenues

In past budgets, the three revenues listed below have been described as providing insight to the “State of the Economy” in Greenbelt and the region. While all three of the revenues are higher than recent lows caused by the recession, they are not currently all trending in the same direction.

- A. **Business/Corporate Property** – This revenue is generated by the property and inventory of businesses in Greenbelt. This revenue predicted the economic downturn in FY 2009 when receipts were first lower than the prior year. The estimate for FY 2016 is \$1.4 million, up 9% from the low point in this period, FY 2010, of \$1.28 million, but down from the \$1.46 million estimated for FY 2015 due primarily to one large company, ASRC, leaving Capital Office Park.
- B. **Income Taxes** - Receipts from Income Taxes are projected at \$2.43 million for FY 2016. This amount is the highest in the past ten years and continues a steady recovery from the recent low of \$2.04 million received in FY 2009, indicating an improving employment situation for Greenbelt residents.
- C. **Hotel/Motel Taxes** – This revenue peaked in FY 2013 at \$751,673, but then dropped to \$681,307 in FY 2014. For FY 2016, the estimate is \$710,000.

3. State Revenues

- A. **Highway User/Gas Tax (HUR)** – This revenue has been most impacted by the economic downturn on a percentage basis. The State of Maryland collects taxes on gasoline sales, and vehicle sales and registrations. It then distributes a portion to local governments. In FY 2010, the State reduced this transfer to local governments by 90%. For Greenbelt, this was a cut of \$505,000. There have been small increases since then, but not to previous levels. In FY 2014 and 2015, the amount was increased to \$308,609 and an estimated \$322,000, respectively, with one-time payments of over \$200,000. In FY 2016, Governor Hogan has funded this revenue at around \$100,000 for Greenbelt, and has also proposed a supplemental appropriation similar to the past two years. The supplemental appropriation has not been approved yet by the General Assembly. The possible supplemental appropriation, \$265,000, has not been included in this budget. If it is approved, it is recommended the funds be directed to the Capital Projects funds.
- B. **State Aid for Police Protection** – At the same time, Highway User revenue was reduced, the State also reduced this revenue almost \$90,000 or 17%. These funds were restored in FY 2014 and are estimated at \$479,400 for FY 2016.

4. Licenses/Service Charges/User Fees/Fines

- A. No changes are proposed to any of the City's residential or business licenses. They were raised in FY 2012 and cover the City's costs of providing the services.
- B. The Waste Collection fee is recommended to remain at \$67 per quarter. Compared to other local governments, Greenbelt's rate continues to be affordable. The Recycling Only rate will remain \$32 per year.
- C. No increase is recommended for Pass Fees and Daily Admission rates at the Aquatic and Fitness Center as they were raised last year.
- D. Speed cameras were first installed in FY 2013. They have been effective in slowing motorists down. In the past year, cameras were installed on Greenbelt Road adjacent to Roosevelt High School and southbound Cherrywood Lane. These locations have resulted in significantly higher revenues for FY 2015 and 2016. The number of citations and revenue will likely decline in coming years as compliance increases.

KEY ISSUES

The Proposed FY 2016 Budget funds existing services, adds 2.9 positions and proposes initiatives based on Council's goals. Described below are key issues recommended for consideration as Council reviews this budget.

1. Staffing

In FY 2009, Greenbelt's work force had 227.25 full-time equivalents (FTEs). Over the next five years, almost eight (8) FTEs were eliminated but workload and expectations were not similarly reduced, rather they have increased. Examples include: 1) renewed interest in development around Greenbelt Station (North/South Core and Sector Plan), 2) sustainability initiatives (Sustainable Maryland, goals from COG and the State, and the interest in 'greening' of the Springhill Lake Recreation Center and Cherrywood Lane), 3) significant capital projects such as the dam repairs, Aquatic Center roof and Community Center HVAC, and 4) economic development initiatives.

Last year, 2.2 FTEs were added. It is proposed in this budget to add 2.9 additional FTEs for a total of 224.5 - a position in the Facility Maintenance crew as recommended by the Organizational Assessment; a Parks Maintenance position to focus on playground maintenance including surfacing; one-quarter FTE in CARES to create a Clinical Supervisor; one-quarter of a non-classified position in Arts to manage public arts initiatives; and a summer help program. There are clear and justifiable needs for additional staff as was noted in the Organizational Assessment and as you will see in your review of the budget.

2. **Reinvest in Infrastructure**

The City significantly expanded its capital facilities in the 1990's with the Police Station, Indoor Pool and Community Center. These facilities are now approaching 25 years old and needing re-investment. A number of large capital projects are planned to get underway in FY 2016 which is part of that reinvestment that will require significant staff attention. These include the upgrading of the Community Center HVAC system, a new roof at the Aquatic and Fitness Center, the Greenbelt Lake dam repair, energy efficiency improvements and a new fitness trail in Schrom Hills Park.

3. **Minimum Wage Increase**

The Maryland General Assembly and Prince George's County have passed minimum wage legislation. Last year, the Council chose to follow the County's action which set a higher wage level than the State. While the impact of the higher wage began this fiscal year, the full effect will occur in FY 2016 because the largest number of employees impacted is summer hires for camps and pools in the Recreation Department.

The higher wages calculate to an increase of approximately \$100,000 each year in FY 2016, 2017 and 2018. The increase has been budgeted but its impact has not been incorporated into Recreation programs as it is believed a corresponding price increase would turn people away from camp programs, classes, etc. The impact will be evident in a reduction in the cost recovery in Recreation programs from fees. This impact should be reviewed by the Council in FY 2016.

4. **FY 2015 Finances**

Fiscal Year (FY) 2015 is estimated to end with revenues \$600,000 higher than budgeted and expenses \$250,000 lower than budgeted. The revenue increase is caused by 1) higher speed camera and red light camera fees, \$210,000 and \$80,000 respectively, 2) lower property tax abatements (\$100,000), 3) \$86,000 in building permits for the new Verde apartments and 4) higher income tax receipts (\$95,000). On the expenditure side, Police overtime is projected \$90,000 lower than budgeted, lower gasoline prices have saved \$60,000, and savings have occurred from vacancies in a few positions.

These changes will increase the General Fund Balance. A portion is proposed to be used for theatre renovation costs, but an additional review after the fiscal year ends is warranted.

5. **Increase Fund Transfers**

As part of the budget process, monies from the tax supported General Fund are transferred to other funds for a variety of purposes. These include capital projects, vehicle replacement and building reserves. These transfers have been reduced in recent years as a way to reduce the General Fund budget. While sufficient funds are being provided to meet the City's immediate needs,

these reductions have lowered the amount of monies in each fund and will limit the City's ability to address long term infrastructure needs. For example, the Organizational Assessment recommended the amount of streets resurfaced annually be double what is currently being done. If the previously mentioned supplemental appropriation of Highway User Revenues is approved, those funds should be placed in the Capital Projects fund and would begin to address this issue.

6. Sustainability & Energy Efficiency

The City is making measurable progress in this area. For a number of years, the City has been purchasing wind energy tax credits to offset the greenhouse gas impacts of its electricity consumption. As a result, Greenbelt is well ahead of meeting the reduction of greenhouse gas emissions goals set by the State and the Council of Governments. For calendar year 2014, Greenbelt's carbon foot print is lower by more than half compared to 2005. Along the same lines, the energy efficiency improvements such as switching to more efficient office lighting, installation of more efficient HVAC equipment and lighting at the Aquatic and Fitness Center and Springhill Lake Recreation Center, and the installation of LED lights in city parking lots have resulted in the City's actual electricity consumption is 5.5% lower than 2012 with a goal of lowering it by 15% by 2017 as part of being involved in Maryland's Smart Energy Communities program. \$50,000 is budgeted for energy efficiency improvements in FY 2016.

Council's Goals

Listed below are accomplishments from the current year and initiatives proposed for the coming year in line with Council's goals.

1. Enhance Sense of Community

Accomplishment – Presented ten (10) Moonlit Movies to attract folks to Roosevelt Center while the theatre was closed. The movies attracted around 300 people per showing. Two additional seasonal movies were shown at the Youth Center due to the programs popularity.

Initiative – With the cooperation of the Friends of the Greenbelt Theatre, greater use of the theatre will be incorporated into city programs such as summer camps and the Greenbelt Museum.

Initiative – With the new residents moving into Greenbelt Station, a community event welcoming them to the community will be arranged.

2. Economic Development and Sustainability

Accomplishment – An economic development strategy was developed in conjunction with the Sage Policy Group.

Initiative - \$50,000 is budgeted for a tax credit or grant program to incentivize reinvestment in residential property.

3. Improve Transportation Opportunities

Accomplishment – Partnered with Franklin Park on a permeable walkway to the Greenbelt Metro Station through Springhill Lake Recreation Center.

Initiative – Work with the County and the Washington Metropolitan Area Transit Authority to develop a plan to provide transit service to the South Core of Greenbelt Station.

Initiative - Implement a second phase of recommendations from the Pedestrian and Bicycle Master Plan.

4. Maintain Greenbelt as an Environmentally Proactive Community

Accomplishment - Achieved Sustainable Maryland Certified status.

Initiative – Explore solar energy opportunities for city facilities.

Initiative - Work with the Center for Low Impact Development to develop plans for the Cherrywood Lane Complete Green Street project.

5. Improve Public Safety

Accomplishment - Completed the Safe Routes to School pedestrian safety project on Springhill Drive at the Springhill Lake Elementary School.

Initiative – Implement body camera program for officers.

Initiative - Work with CERT to develop a Community Animal Rescue Team (CART).

6. Enhance Legacy as Planned Community

Accomplishment - Hosted a pre-viewing event in conjunction with Maryland Public Television of a documentary titled, The Roosevelts – an Intimate History. Over 300 attended.

Initiative – Develop programming related to the Museum’s exhibit on Lenore Thomas Straus, her art and President Roosevelt’s New Deal programs.

Initiative - Prepare an interpretive panel on the history of the original Greenbelt High School, now the French Immersion School on its 30th anniversary.

7. Quality of Life Programs

Accomplishment - Awarded 5 Gold Medals for community health and wellness programs by Let’s Move Cities, Towns and Counties.

Initiative – Coordinate the installation of the art signage for the three gardens in conjunction with Chesapeake Education Arts Research Society and alight dance theater.

Initiative - Explore value of partnering with nearby communities interested in establishing a GAIL-type program.

8. Constituent Service

Accomplishment - Served on County/Municipal coalition to renegotiate cable franchise with Comcast.

Initiative – Complete negotiations with Comcast on cable television franchise.

Initiative - Implement on-line bill paying.

LONG TERM OUTLOOK

An economic recovery is underway nationally and regionally and an improving situation is evident in Greenbelt as well. First, analysis shows the market value of existing homes being sold in Greenbelt is noticeably higher than the current assessment of those homes which should be reflected in the assessed value reports for FY 2017 and beyond. Second, new homes are being sold in the Greenbelt Station South Core and these homes are valued between \$400 - 500,000. This residential development could add \$20 million to the city's assessable base in FY 2017 and more in subsequent years. Third, construction of 302 new luxury apartments, Verde at Greenbelt Station, will begin this Spring. Fourth, the Greenbelt Station North Core area is a leading candidate to be the location for a new headquarters for the Federal Bureau of Investigation (FBI). The FBI is seeking a location for the construction of 2.1 million square feet of leasable office space near a Metro station to house around 11,000 employees. Should the Greenbelt location be selected, it will have enormous positive economic benefits on the nearby commercial office, residential and retail properties. It is expected that a decision on the relocation of the FBI will be made around May 2016.

COMPENSATION

Since the recession of 2008, governments at all levels have been laying off or furloughing employees, limiting or not increasing salaries, and cutting benefits. Greenbelt has been no exception, though fortunately, the City has avoided layoffs and furloughs. In the past five fiscal years, pay increases have been limited: 1% cost of living adjustment (COLA) in FY 2013 and 2% in FY 2014 and 2015 and two 1% bonuses, but no merit increases. Over the same period, changes have been made to the employee benefits packages which have cost employees more. For example, in FY 2012, the employee's share of the health insurance premium was increased from 15% to 20%, and health insurance premiums increased approximately 15% each of the last three years.

For FY 2016, a 1.8% COLA pay adjustment is budgeted for all employees. The proposed pay adjustment is in accord with the Collective Bargaining Agreement and in line with what nearby jurisdictions are expected to provide. A merit or step increase is also budgeted (\$150,000). This is the first time in six years (FY 2010) that a merit/step increase has been budgeted. Non-classified employees will also see an increase due to the increase in the minimum wage.

Health insurance premiums are budgeted at 12% higher for FY 2016. Negotiations are still underway and the city has approached other providers including Benecom, the self-insurance plan available through the Local Government Insurance Trust.

The Living Wage policy, adopted in September 2007, has been checked with the State Department of Labor, Licensing and Regulation and the State wage level is \$13.39 per hour as of September 2014. The City's pay scale exceeds this amount and thus is in compliance with the policy.

TAX DIFFERENTIAL

Because Greenbelt residents pay property taxes to the City to support the services provided, they pay a lower tax rate to Prince George's County and Maryland-National Capital Park and Planning Commission (M-NCPPC). This is called the tax differential. In FY 2015, property owners residing in an unincorporated portion of Prince George's County such as Glenn Dale paid a County tax rate of \$0.96 per \$100 assessed valuation and a M-NCPPC tax rate of \$0.279 per \$100 assessed valuation. By comparison, Greenbelt residents paid a lower County tax rate of \$0.819 per \$100 assessed valuation and a lower M-NCPPC tax rate of \$0.1246. These rates are essentially credit for the services the City provides. A detailed breakdown of the tax rates is in the Analysis and Background section of this document. In FY 2016, it is expected that the County tax differential for Greenbelt residents will be increased by 0.5 cents causing a decrease in the County tax rate. There is no estimate what impact the County Executive's tax proposal will have on the differential.

CAPITAL IMPROVEMENTS

The City has five active capital improvement funds: the pay as you go Capital Projects Fund, the Building Capital Reserve Fund, the Community Development Block Grant Fund, the 2001 Bond Fund and the Greenbelt West Infrastructure Fund. In FY 2016, over \$2.7 million in capital expenses are budgeted.

In the Capital Projects fund, projects totaling \$1,147,800 are proposed. These will be funded with existing fund balance, State grants and a transfer of \$405,000 from the General Fund. Some of the key projects proposed for FY 2016 are:

1. Resurfacing Hanover Parkway from the high school crosswalk to Greenbelt Road (\$230,000) and Crescent Road from Kenilworth Avenue to Lastner Lane (\$100,000)

2. Constructing a new outdoor fitness area in Schrom Hills Park - \$106,700
3. Plan reconstruction of the Attick Park parking lot with stormwater management features - \$24,100
4. Pedestrian & Bicycle Master Plan Improvements - \$20,000
5. Replacement of bridges along Lakewood Stream Valley Path - \$12,000

Also, \$450,000 in Program Open Space funds is identified for land acquisition, if the opportunity presents itself.

Building Capital Reserve Fund

\$1,198,000 is budgeted in this fund to 1) replace the Kalwall roof at the Aquatic and Fitness Center (\$690,000), 2) upgrade a portion of the HVAC system at the Community Center (\$395,000) and make energy efficiency improvements (\$50,000).

2001 Bond Fund

Nothing is budgeted in this fund in FY 2016. However, this fund carries a deficit due to the costs of the Public Works facility and theatre renovation project which will need to be addressed. It is proposed to transfer \$300,000 into this Fund in FY 2016 with a portion of the funds coming from the FY 2015 Fund Balance.

Replacement Fund

\$394,600 is budgeted in the Replacement Fund. Items proposed for purchase include a refuse truck (\$180,000), a hybrid SUV (\$27,000), a backhoe (\$100,000), a pick-up truck (\$24,000) and a tractor (\$37,000). The fund balance will be significantly reduced in FY 2016 which will likely become a problem in the near future, if not addressed.

Thanks!

The preparation of Greenbelt's budget is a significant undertaking by many people - the department heads and their staffs do a great amount of work in preparing proposals to meet the budget directives while maintaining Greenbelt's quality services. My thanks are extended to each of them.

Then there are the people who handle the myriad of details of reviewing the numbers and narrative, and the preparing of this document. These people are Jeff Williams, City Treasurer, who handles many of the details of budget preparation from preliminary meetings with the departments to estimating expenditures to determining the revenues which will be available; David Moran, Assistant City Manager, who prepares the majority of the Other Funds and Capital Funds sections and a number of operating budgets; Anne Marie Belton, Executive Associate, who handles the input of the information into this document; and Beverly Palau, Public Information and Communications Coordinator, who makes this document as enjoyable a document to read and understand as a budget can be. My very special thanks to them!

To the citizens, the City Council of Greenbelt and all City employees, thank you for the interest you place in this process and the support you have provided this year and every year to making Greenbelt GREAT!

Sincerely,

A handwritten signature in black ink that reads "Michael McLaughlin". The signature is written in a cursive style with a large, stylized initial "M".

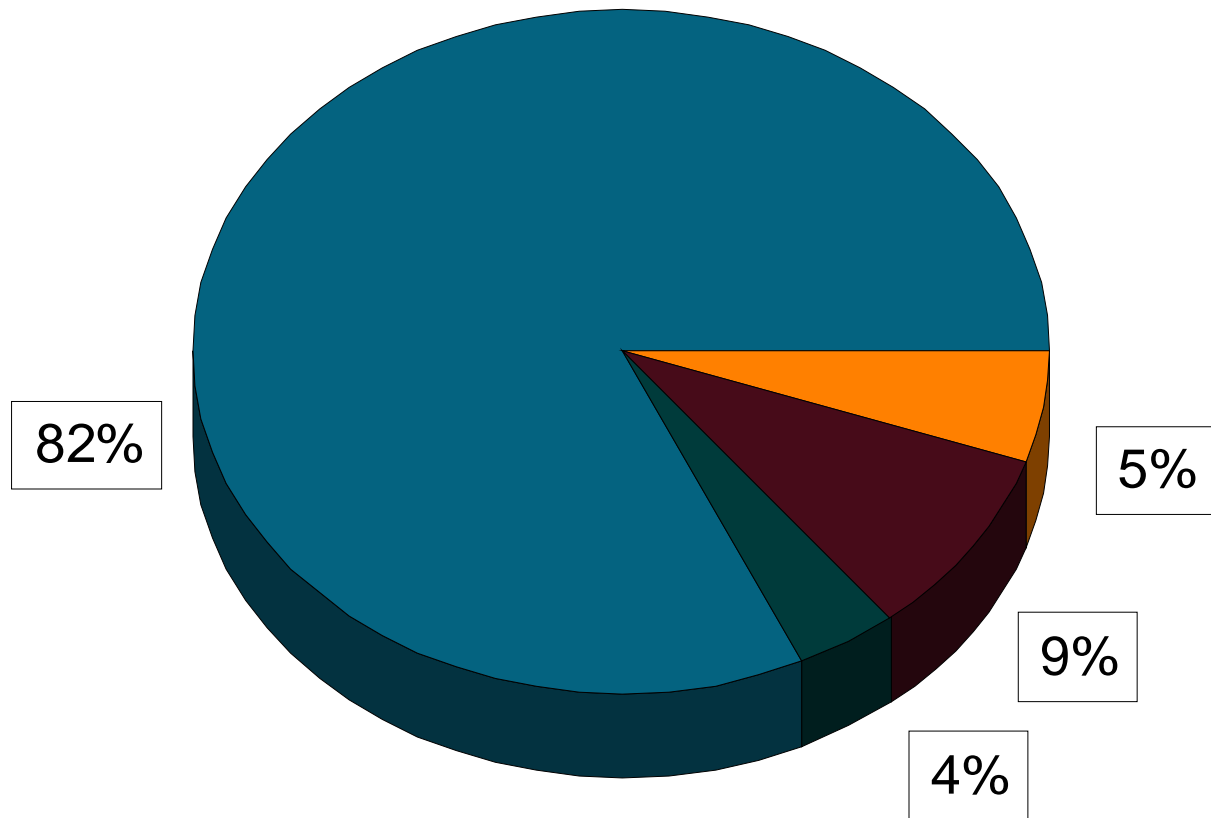
Michael McLaughlin





City Manager

- \$26,437,000 General Fund Budget, a \$1,098,200 or 4.3% increase from FY 2015.
- Revenues of \$26,171,600, or 3.2% higher than FY 2015, with no tax rate increase.
- Property assessments estimated to increase 4.5% due to increase in value of apartments and new construction at Greenbelt Station South Core.
- Highway User Revenue budgeted at \$99,500. Does not include possible supplemental appropriation of \$265,000.
- 38.6% of all General Fund expenditures go to Public Safety.
- 1.8% pay adjustment for classified employees plus merit/step increase.
- \$100,000 budgeted for increase in minimum wage.
- Health insurance costs budgeted for 12% increase.
- No increase proposed for residential waste collection fee, \$67 or \$268 per year.
- \$2.5 million in capital projects proposed, including resurfacing a portion of Hanover Parkway and Crescent Road; improvements to the HVAC system in the Community Center; new fitness area at Schrom Hills Park; and new roof at the Aquatic and Fitness Center.
- At the end of FY 2016, the city's Undesignated and Unreserved fund balance is estimated to be \$3,848,153 or 14.6% of Total Expenditures.

Summary of Budget Expenditures

FY 2016 Adopted Budget



-  General Fund
-  Special Revenue Funds
-  Capital Projects Funds
-  Enterprise Fund

FY 2016 Budget Summary

Fund	Total All Funds	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Enterprise Fund
Revenue						
Taxes & Special Assessments	\$20,614,900	\$20,614,900				
Licenses & Permits	1,831,600	1,581,600	\$250,000			
Intergovernmental	2,713,100	1,068,900	82,600		\$1,561,600	
Interest	1,400	1,000	300	\$100		
Charges for Services	2,133,900	2,133,900				
Fines & Forfeitures	785,000	785,000				
Contributions	0					
Miscellaneous	218,300	212,300	6,000			
Fund Transfers	1,781,700	36,500	174,200	555,000	1,016,000	
Bond Proceeds	0					
Enterprise Fund	1,458,900					\$1,458,900
Total Revenue	\$31,538,800	\$26,434,100	\$513,100	\$555,100	\$2,577,600	\$1,458,900
Expenditures						
General Government	\$2,931,800	\$2,876,800	\$55,000			
Planning & Development	1,080,500	1,070,500	10,000			
Public Safety	10,430,600	10,326,000	89,600		\$15,000	
Public Works	4,123,400	3,197,500	307,000		618,900	
Social Services	993,000	993,000				
Recreation & Parks	7,809,500	5,477,100	80,600		2,251,800	
Miscellaneous	782,600	227,400		\$555,200		
Non-Departmental	1,002,000	786,000	166,000		50,000	
Fund Transfers	1,781,700	1,745,200	36,500			
Enterprise Fund	1,452,000					\$1,452,000
Total Expenditures	\$32,387,100	\$26,699,500	\$744,700	\$555,200	\$2,935,700	\$1,452,000
Projected Fund Balances						
July 1, 2014	\$7,687,052	\$3,565,378	\$1,063,477	\$40,680	\$1,413,138	\$1,604,379
FY 2015 Expected Revenues	\$30,154,600	\$25,942,200	\$433,500	\$525,100	\$1,827,300	\$1,426,500
FY 2015 Expected Expenditures	30,228,300	25,090,200	541,000	555,200	2,637,900	1,404,000
Balances at June 30, 2015	\$7,613,352	\$4,417,378	\$955,977	\$10,580	\$602,538	\$1,626,879
FY 2016 Budgeted Revenues	\$31,538,800	\$26,434,100	\$513,100	\$555,100	\$2,577,600	\$1,458,900
FY 2016 Budgeted Expenditures	32,387,100	26,699,500	744,700	555,200	2,935,700	1,452,000
Balances at June 30, 2016	\$6,765,052	\$4,151,978	\$724,377	\$10,480	\$244,438	\$1,633,779

Fiscal Years 2013 - 2016

Summary of Budget Revenues

FUND	FY2013 Actual Trans.	FY 2014 Actual Trans.	FY 2015 Adopted Budget	FY 2015 Estimated Trans.	FY 2016 Proposed Budget	FY 2016 Adopted Budget
GENERAL FUND	\$25,529,454	\$25,033,257	\$25,341,300	\$25,942,200	\$26,171,600	\$26,434,100
SPECIAL REVENUE FUNDS						
Building Capital Reserve	\$176,131	\$100,043	\$898,000	\$304,000	\$986,000	\$986,000
Cemetery	655	2,168	200	1,200	1,000	1,000
Debt Service	300,260	3,292,350	525,100	525,100	555,100	555,100
Replacement	234,504	130,269	105,100	107,100	155,100	179,300
Special Projects	208,199	216,772	224,300	325,200	332,800	332,800
TOTAL SPECIAL REVENUE	\$919,749	\$3,741,602	\$1,752,700	\$1,262,600	\$2,030,000	\$2,054,200
CAPITAL PROJECTS FUNDS						
Capital Projects	\$630,144	\$663,356	\$1,096,300	\$807,800	\$961,700	\$1,172,700
2001 Bond	482,100	58,017	417,500	547,500	300,000	\$300,000
Community Development Block Grant	87,718	0	168,000	223,700	118,900	\$118,900
Greenbelt West Infrastructure	0	1,497,199	0	500	0	\$0
TOTAL CAPITAL PROJECTS	\$1,199,962	\$2,218,572	\$1,681,800	\$1,579,500	\$1,380,600	\$1,591,600
ENTERPRISE FUND						
Green Ridge House	\$1,399,536	\$1,415,016	\$1,412,300	\$1,426,500	\$1,458,900	\$1,458,900
TOTAL ALL FUNDS	\$29,048,701	\$32,408,447	\$30,188,100	\$30,210,800	\$31,041,100	\$31,538,800

Fiscal Years 2013 - 2016

Summary of Budget Expenditures

FUND	FY2013 Actual Trans.	FY 2014 Actual Trans.	FY 2015 Adopted Budget	FY 2015 Estimated Trans.	FY 2016 Proposed Budget	FY 2016 Adopted Budget
GENERAL FUND	\$24,775,234	\$25,323,655	\$25,338,800	\$25,090,200	\$26,437,000	\$26,699,500
SPECIAL REVENUE FUNDS						
Building Capital Reserve	\$55,303	\$168,290	\$1,100,000	\$221,100	\$1,198,000	\$1,198,000
Cemetery	3,000	0	0	0	0	0
Debt Service	549,272	3,365,404	555,300	555,200	555,200	555,200
Replacement	192,980	158,110	247,000	264,700	394,600	394,600
Special Projects	256,271	147,813	189,000	276,300	350,100	350,100
TOTAL SPECIAL REVENUE	\$1,056,826	\$3,839,617	\$2,091,300	\$1,317,300	\$2,497,900	\$2,497,900
CAPITAL PROJECTS FUNDS						
Capital Projects	\$476,270	\$521,493	\$1,269,400	\$948,800	\$1,147,800	\$1,358,800
2001 Bond	14,693	52,516	1,210,800	1,300,000	0	0
Community Development Block Grant	87,718	0	168,000	223,700	118,900	118,900
Greenbelt West Infrastructure	0	183,936	100,000	0	260,000	260,000
TOTAL CAPITAL PROJECTS	\$578,681	\$757,945	\$2,748,200	\$2,472,500	\$1,526,700	\$1,737,700
ENTERPRISE FUND						
Green Ridge House	\$1,445,240	\$1,463,915	\$1,443,800	\$1,404,000	\$1,452,000	\$1,452,000
TOTAL ALL FUNDS	\$27,855,981	\$31,385,132	\$31,622,100	\$30,284,000	\$31,913,600	\$32,387,100



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Greenbelt
Maryland**

For the Fiscal Year Beginning

July 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Greenbelt for its annual budget for the fiscal year beginning July 1, 2014.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operational guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

