

SPECIAL REVENUE FUNDS

include the Cemetery Fund, Debt Service Fund, Replacement Fund and Special Projects Fund.

AGENCY FUND

includes funds received as contributions for programs such as Greenbelt CARES and the Good Samaritan Fund, as well as monies forfeited from criminal activities.

ENTERPRISE FUND

contains the financial activity of Green Ridge House, the city's apartment complex for seniors and special populations.



Section 6-19 of the City Code established a Cemetery Perpetual Maintenance Trust Fund for the City Cemetery on Ivy Lane. This fund receives proceeds (after deduction of expenses) from the sale of lots at the City Cemetery and any cemetery related contributions or donations.

The City Code provides that interest earned in this fund may be appropriated to defray cemetery maintenance and improvement costs, while all other monies in the fund may only be utilized for investment purposes and the repurchase of cemetery lots.

Budget Comments

- 1) No expenses or transfers are proposed for FY 2016.

| CEMETERY FUND Fund 104 | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|---|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| BALANCE AS OF JULY 1 | <u>\$84,454</u> | <u>\$82,109</u> | <u>\$82,409</u> | <u>\$84,277</u> | <u>\$85,477</u> | <u>\$85,477</u> |
| REVENUES | | | | | | |
| 470000 Interest | \$55 | \$18 | \$0 | \$0 | \$0 | \$0 |
| 480000 Other - Service Fees | 600 | 2,150 | 200 | 1,200 | 1,000 | 1,000 |
| TOTAL REVENUES | <u>\$655</u> | <u>\$2,168</u> | <u>\$200</u> | <u>\$1,200</u> | <u>\$1,000</u> | <u>\$1,000</u> |
| EXPENDITURES | | | | | | |
| 490000 Interfund Transfer - General Fund | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL EXPENDITURES | <u>\$3,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| BALANCE AS OF JUNE 30 | \$82,109 | \$84,277 | \$82,609 | \$85,477 | \$86,477 | \$86,477 |

This fund accounts for the payment of the principal and interest on the city’s outstanding general obligation (G.O.) debt and the refinanced unfunded liability on city retirement plans. The individual debt instruments are accounted for in separate accounts. This presentation provides greater detail.

Section 55 of the City Charter places a limit on the amount of bonds that may be issued by the city. The limit is four (4) percent of the assessed valuation. As of July 1, 2014, the city’s estimated outstanding debt will be \$5,819,957 or 0.31% of the city’s assessed valuation. The refinancing of the City’s G.O. debt in FY 2012 has significantly reduced the City’s annual debt service. Of particular note is that the City received a lower interest rate for its debt (2.93%) than did the State of Maryland (3.07%) which sold debt at about the same time (July 2011).

| | |
|-------------------------------------|-----------------|
| Estimated Assessed Value, | |
| July 1, 2015 | \$1,905,000,000 |
| Debt Limit @ 4% | \$76,200,000 |
| Amount of Debt Applicable to Limit: | |
| Total Bonded Debt, July 1, 2015 | \$5,819,960 |
| Estimated Debt Margin, | |
| July 1, 2015 | \$70,380,040 |

The city’s unfunded liability on two of its retirement programs, the Employees Combined System and the Law Enforcement Officers Pension System was refinanced in FY 2014. The refinancing lowered the interest rates paid on this debt from 7.5 and 8 percent to 5.3 percent and shortened the term to 20 years, which is projected to save the city \$1.2 million.

Budget Comments

- 1) \$555,000 is proposed as the transfer from the General Fund in order to pay the debt on the city’s annual general obligation and the unfunded liability.
- 2) In adopting the FY 2012 budget, an additional \$232,000 was allocated to be used as a pre-payment on the city’s debt. Those funds were transferred into this fund and were transferred to the 2001 Bond Fund to be used as a match for grant funds to renovate the Greenbelt Theatre in FY 2013.

| DEBT SERVICE FUND Fund 201 | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|---|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| TOTAL FUND BALANCE AS OF JULY 1 | \$362,746 | \$113,734 | \$37,539 | \$40,680 | \$10,580 | \$10,580 |
| REVENUES | | | | | | |
| 415000 Special Assessment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 470000 Interest Investments | 260 | 45 | 100 | 100 | 100 | 100 |
| 485002 Loan Proceeds | 0 | 2,932,305 | 0 | 0 | 0 | 0 |
| 490000 General Fund Transfer | 300,000 | 360,000 | 525,000 | 525,000 | 555,000 | 555,000 |
| TOTAL REVENUE & FUND TRANSFERS | \$300,260 | \$3,292,350 | \$525,100 | \$525,100 | \$555,100 | \$555,100 |
| EXPENDITURES | | | | | | |
| Transfer to General Fund | \$232,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| General Obligation | | | | | | |
| 895 2001 Bond Issue | | | | | | |
| 96 Principal | \$212,287 | \$218,591 | \$225,000 | \$225,100 | \$232,000 | \$232,000 |
| 97 Interest | 104,766 | 98,461 | 92,100 | 92,000 | 85,000 | 85,000 |
| Total | \$317,053 | \$317,052 | \$317,100 | \$317,100 | \$317,000 | \$317,000 |
| 897 Unfunded Liability | | | | | | |
| 34 Other Services | \$0 | \$13,000 | \$0 | \$0 | \$0 | \$0 |
| 96 Principal Refunding | 0 | 2,916,305 | 0 | 0 | 0 | \$0 |
| 96 Principal | 0 | 41,800 | 150,000 | 151,100 | 146,400 | 146,400 |
| 97 Interest | 0 | 77,247 | 88,200 | 87,000 | 91,800 | 91,800 |
| Total | \$0 | \$3,048,352 | \$238,200 | \$238,100 | \$238,200 | \$238,200 |
| 896 Tax Anticipation Note | | | | | | |
| 97 Interest | \$219 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$219 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total General Obligations | \$317,272 | \$3,365,404 | \$555,300 | \$555,200 | \$555,200 | \$555,200 |
| TOTAL EXPENDITURES | \$549,272 | \$3,365,404 | \$555,300 | \$555,200 | \$555,200 | \$555,200 |
| FUND BALANCE AS OF JUNE 30 | \$113,734 | \$40,680 | \$7,339 | \$10,580 | \$10,480 | \$10,480 |

BOND PRINCIPAL & INTEREST PAYMENT SCHEDULE

| All Debt | | 2001 Bond Fund (1) | | | MSRA Unfund Liability | |
|--|--------------------|--------------------|--------------------|------------------|-----------------------|--------------------|
| FY | <u>Principal</u> | <u>Interest</u> | <u>Principal</u> | <u>Interest</u> | <u>Principal</u> | <u>Interest</u> |
| 2016 | \$323,481 | \$231,666 | \$231,767 | \$85,286 | \$91,714 | \$146,380 |
| 2017 | 335,344 | 219,802 | 238,649 | 78,403 | 96,695 | 141,399 |
| 2018 | 347,682 | 207,464 | 245,736 | 71,316 | 101,946 | 136,148 |
| 2019 | 360,516 | 194,630 | 253,034 | 64,018 | 107,483 | 130,612 |
| 2020 | 373,868 | 181,279 | 260,548 | 56,504 | 113,320 | 124,774 |
| 2021 | 387,759 | 167,387 | 268,285 | 48,767 | 119,474 | 118,620 |
| 2022 | 402,215 | 152,932 | 276,253 | 40,800 | 125,962 | 112,132 |
| 2023 | 417,259 | 137,888 | 284,457 | 32,596 | 132,802 | 105,292 |
| 2024 | 432,918 | 122,228 | 292,904 | 24,148 | 140,014 | 98,080 |
| 2025 | 449,220 | 105,926 | 301,602 | 15,450 | 147,618 | 90,476 |
| 2026 | 466,193 | 88,953 | 310,559 | 6,493 | 155,634 | 82,460 |
| 2027 | 216,736 | 74,200 | 52,649 | 193 | 164,087 | 74,007 |
| 2028 | 172,998 | 65,096 | | | 172,998 | 65,096 |
| 2029 | 182,393 | 55,701 | | | 182,393 | 55,701 |
| 2030 | 192,298 | 45,796 | | | 192,298 | 45,796 |
| 2031 | 202,741 | 35,353 | | | 202,741 | 35,353 |
| 2032 | 213,751 | 24,343 | | | 213,751 | 24,343 |
| 2033 | 225,359 | 12,735 | | | 225,359 | 12,735 |
| 2034 | 117,228 | 1,819 | | | 117,228 | 1,819 |
| Total | \$5,819,959 | \$2,125,198 | \$3,016,443 | \$523,974 | \$2,803,517 | \$1,601,223 |
| (1) This debt issue has an interest rate of 2.93%. | | | | | | |

The Replacement Fund is for the purpose of setting funds aside annually so that at the time of scheduled replacement, adequate funds are available to replace a piece of equipment.

In prior years, an amount equal to three (3) cents on the tax rate (\$162,900 in FY 2002) has been budgeted in the Fund Transfer account to the General Fund budget to be transferred here. Due to the statewide change in how the assessed value of real property is calculated, three cents no longer represents the same dollar amount. Now a dollar amount based on need and available resources is budgeted. Funds not required to meet current obligations are invested. Interest earned is applied annually to various reserves, thereby reducing the amount of operating funds required to be contributed.

Budget Comments

- 1) The purchase of a hybrid sedan (\$27,200) in Community Development was budgeted in FY 2014 but paid for in FY 2015. A hybrid SUV is proposed for Public Works in FY 2016.
- 2) A nineteen (19) year old backhoe (\$100,000) is proposed for replacement under Multi-Purpose Equipment.
- 3) Under Waste Collection, a new 25 cubic yard refuse packer is proposed for replacement at \$180,000.
- 4) Under Parks, it is proposed to replace a sixteen (16) year old 4X4 pick-up (\$24,000), a twenty-six (26) year old tractor with backhoe attachment (\$37,000) and a front cut mower (\$19,600).
- 5) It is estimated the Replacement Fund will begin Fiscal Year 2016 with a fund balance of \$309,434 and end at \$75,934. Further it should be noted that the fund balance has dropped from \$500,875 in FY 2013. The fund transfer will need to increase in future years.

Items to be Purchased

Police

ETIX Printer/Scanners \$7,000

Public Works Administration

Hybrid SUV (101) 27,000

Multi-Purpose Equipment

Backhoe (127) 100,000

Waste Collection

Refuse Packer (260) 180,000

Parks

4X4 Pick-Up (421) 24,000

Tractor w/backhoe (429) 37,000

Front-Cut Mower (439) 19,600

Total Proposed Expenditures \$394,600

| REPLACEMENT FUND Fund 105 | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|---|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| TOTAL FUND BALANCE AS OF JULY 1 | <u>\$459,351</u> | <u>\$500,875</u> | <u>\$433,875</u> | <u>\$473,034</u> | <u>\$315,434</u> | <u>\$315,434</u> |
| REVENUES | | | | | | |
| 470000 Interest on Investments | \$294 | \$105 | \$100 | \$100 | \$100 | \$100 |
| 480000 Ins./Auc. Proceeds | 0 | 21,889 | 5,000 | 7,000 | 5,000 | 5,000 |
| 480499 Contribution from College Park | 0 | 7,855 | 0 | 0 | 0 | 0 |
| 480499 4-Cities Payments | 84,210 | 0 | 0 | 0 | 0 | 0 |
| 480499 Miscellaneous | 0 | 420 | 0 | 0 | 0 | 0 |
| 490000 Interfund Transfer - General Fund | 150,000 | 100,000 | 100,000 | 100,000 | 150,000 | 174,200 |
| TOTAL REVENUE & FUND TRANSFERS | <u>\$234,504</u> | <u>\$130,269</u> | <u>\$105,100</u> | <u>\$107,100</u> | <u>\$155,100</u> | <u>\$179,300</u> |
| EXPENDITURES | | | | | | |
| 91 New Equipment | | | | | | |
| 220 Community Development | \$0 | \$0 | \$0 | \$27,200 | \$0 | \$0 |
| 310 Police | 0 | 12,596 | 21,000 | 21,000 | 7,000 | 7,000 |
| 410 Public Works Admin. | 0 | 0 | 0 | 0 | 27,000 | 27,000 |
| 420 Multi-Purpose Equipment | 152,885 | 65,703 | 0 | 0 | 100,000 | 100,000 |
| 450 Waste Collection | 0 | 0 | 150,000 | 140,400 | 180,000 | 180,000 |
| 610 Recreation Administration | 24,975 | 0 | 0 | 0 | 0 | 0 |
| 650 Aquatic & Fitness Center | 15,120 | 23,646 | 48,000 | 48,000 | 0 | 0 |
| 700 Parks | 0 | 56,165 | 28,000 | 28,100 | 80,600 | 80,600 |
| TOTAL EXPENDITURES | <u>\$192,980</u> | <u>\$158,110</u> | <u>\$247,000</u> | <u>\$264,700</u> | <u>\$394,600</u> | <u>\$394,600</u> |
| BALANCE AS OF JUNE 30 | \$500,875 | \$473,034 | \$291,975 | \$315,434 | \$75,934 | \$100,134 |

| Veh # | Department/Item | Year Purch. | Repl. Year | Original Cost | Replace Cost | Est. FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 |
|-----------------------------|-----------------------------------|-------------|------------|---------------|--------------|--------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Administration | | | | | | | | | | | | | | | | |
| 1 | Honda Civic CNG | 2005 | 2017 | 20,149 | 26,200 | 0 | 0 | 26,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | 20,149 | 26,200 | 0 | 0 | 26,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Community Development | | | | | | | | | | | | | | | | |
| 712 | Ford Focus | 2009 | 2020 | 11,427 | 15,300 | 0 | 0 | 0 | 0 | 0 | 15,300 | 0 | 0 | 0 | 0 | 0 |
| 726 | Ford Fusion Hybrid | 2014 | 2025 | 24,577 | 32,000 | 27,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32,000 |
| 715 | Chevy Malibu | 2004 | 2017 | 12,094 | 22,100 | 0 | 0 | 22,100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 717 | Chevy Malibu | 2005 | 2018 | 12,094 | 22,100 | 0 | 0 | 0 | 22,100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | 60,192 | 91,500 | 27,200 | 0 | 22,100 | 22,100 | 0 | 15,300 | 0 | 0 | 0 | 0 | 32,000 |
| Police Department | | | | | | | | | | | | | | | | |
| | Police Radio System | 2011 | 2021 | 729,700 | 729,700 | 0 | 0 | 0 | 0 | 0 | 0 | 729,700 | 0 | 0 | 0 | 0 |
| | Voice Logging Recorder | 2011 | 2020 | 22,327 | 22,300 | 0 | 0 | 0 | 0 | 0 | 22,300 | 0 | 0 | 0 | 0 | 0 |
| | Handguns | 2008 | 2017 | 31,755 | 32,000 | 0 | 0 | 32,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Digital Processing Equipment | 2011 | NTR | 6,343 | 8,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Pro-Tec Raid Vests | 2009 | 2015 | 21,178 | 21,000 | 21,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | ETIX Equipment | | Var. | 54,000 | 54,000 | 0 | 7,000 | 0 | 0 | 0 | 0 | 18,000 | 18,000 | 18,000 | 0 | 0 |
| | TRUSPEED Laser | 2014 | 2025 | 7,300 | 12,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12,000 |
| 891 | 4X4 ¾-Ton Pick-up Truck | 2006 | 2017 | 18,314 | 24,500 | 0 | 0 | 24,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Live Scan | 2014 | 2020 | 33,283 | 35,000 | 0 | 0 | 0 | 0 | 0 | 35,000 | 0 | 0 | 0 | 0 | 0 |
| | Automated External Defibrillators | 2014 | 2021 | 12,596 | 13,000 | 0 | 0 | 0 | 0 | 0 | 0 | 13,000 | 0 | 0 | 0 | 0 |
| | Subtotal | | | 882,796 | 951,500 | 21,000 | 7,000 | 56,500 | 0 | 0 | 57,300 | 760,700 | 18,000 | 18,000 | 0 | 12,000 |
| Animal Control | | | | | | | | | | | | | | | | |
| 704 | Ford Escape SUV | 2008 | 2019 | 25,276 | 33,900 | 0 | 0 | 0 | 0 | 33,900 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | 25,276 | 33,900 | 0 | 0 | 0 | 0 | 33,900 | 0 | 0 | 0 | 0 | 0 | 0 |
| Public Works Administration | | | | | | | | | | | | | | | | |
| 100 | Dodge Stratus | 2006 | 2017 | 12,489 | 21,500 | 0 | 0 | 21,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 101 | Chevy Blazer 4X4 | 2005 | 2016 | 19,474 | 27,000 | 0 | 27,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 102 | Chevy Colorado | 2006 | 2018 | 10,648 | 14,200 | 0 | 0 | 0 | 14,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Repeater - Channel 1 & 3 | 2004 | 2017 | 40,000 | 46,000 | 0 | 0 | 46,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | 42,611 | 62,700 | 0 | 27,000 | 67,500 | 14,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Multi-Purpose Equipment | | | | | | | | | | | | | | | | |
| 111 | Ford 550 Dump Truck | 2004 | 2017 | 46,938 | 56,400 | 0 | 0 | 56,400 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 112 | Ford Roll Back Truck | 1993 | 2017 | 25,927 | 36,000 | 0 | 0 | 36,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 115 | Ford 4X4 ¾-ton Pickup | 2008 | 2019 | 27,747 | 36,900 | 0 | 0 | 0 | 0 | 36,900 | 0 | 0 | 0 | 0 | 0 | 0 |
| 116 | Ford 4X4 ¾-ton Pickup | 2003 | 2017 | 28,591 | 37,000 | 0 | 0 | 37,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 117 | Ford 4X4 F350 Pickup | 2014 | 2025 | 30,256 | 39,300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 39,300 |

Other Funds

| Veh # | Department/Item | Year Purch. | Year | Repl. Year | Original Cost | Replace Cost | Est. FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 |
|-------|------------------------------------|-------------|-------|------------|---------------|--------------|--------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 119 | Skid Steer Loader | 2008 | 2019 | | 30,563 | 40,600 | 0 | 0 | 0 | 0 | 40,600 | 0 | 0 | 0 | 0 | 0 | 0 |
| 124 | Ford F-450 Dump Truck Crew Cab | 2010 | 2021 | | 56,842 | 75,600 | 0 | 0 | 0 | 0 | 0 | 0 | 75,600 | 0 | 0 | 0 | 0 |
| 125 | Ford 2 Ton Dump (Chassis in 06) | 2006 | 2018 | | 42,000 | 90,000 | 0 | 0 | 0 | 90,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 126 | Ford 750 Dump | 2007 | 2018 | | 71,324 | 94,900 | 0 | 0 | 0 | 94,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 127 | Case Backhoe | 1997 | 2016 | | 65,089 | 100,000 | 0 | 100,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 128 | Asphalt Roller | 2007 | 2022 | | 24,900 | 36,100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 36,100 | 0 | 0 | 0 |
| 145 | Case #621 Loader | 2008 | 2023 | | 119,313 | 155,100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 155,100 | 0 | 0 |
| 146 | 2007 F550 Aerial Lift | 2013 | 2023 | | 40,600 | 52,800 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 52,800 | 0 | 0 |
| 150 | Ingersole Rand Air Compressor | 1996 | 2018/ | | 12,175 | 18,000 | 0 | 0 | 0 | 18,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 151 | Ford F-150 Pick-up Truck | 2009 | 2020 | | 16,446 | 21,900 | 0 | 0 | 0 | 0 | 0 | 21,900 | 0 | 0 | 0 | 0 | 0 |
| 152 | Chevy 2500 Cargo Van | 2014 | 2025 | | 17,118 | 22,300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22,300 |
| 153 | Ford CNG Econoline Van | 2004 | 2017 | | 20,307 | 24,400 | 0 | 0 | 24,400 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 158 | Ford CNG Pickup | 2004 | 2017 | | 18,305 | 24,300 | 0 | 0 | 24,300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 199 | Street Sweeper - 2000 Freightliner | 2013 | 2020 | | 28,100 | 50,000 | 0 | 0 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 0 | 0 |
| | Paint Machine | 2006 | 2018 | | 5,000 | 6,500 | 0 | 0 | 0 | 6,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Concrete Sidewalk Grinder | 2014 | 2029 | | 10,000 | 14,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | | 737,541 | 1,032,600 | 0 | 100,000 | 178,100 | 209,400 | 77,500 | 71,900 | 75,600 | 36,100 | 207,900 | 0 | 61,600 |
| | Waste Collection Equipment | | | | | | | | | | | | | | | | |
| 210 | Chevy 4X4 Pickup | 2001 | 2017 | | 25,611 | 31,000 | 0 | 0 | 31,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 211 | Polaris GEM Electric Truck | 2014 | 2024 | | 20,737 | 27,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 27,000 | 0 |
| 260 | Sterling Rear Packer | 2005 | 2016 | | 126,500 | 180,000 | 0 | 180,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 261 | Freightliner w/20cy Packer | 2015 | 2023 | | 140,428 | 174,100 | 140,400 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 174,100 | 0 | 0 |
| 262 | Freightliner Load Packer | 2010 | 2018 | | 144,532 | 187,900 | 0 | 0 | 187,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | | 457,808 | 600,000 | 140,400 | 180,000 | 31,000 | 187,900 | 0 | 0 | 0 | 0 | 174,100 | 27,000 | 0 |
| | Recreation Administration | | | | | | | | | | | | | | | | |
| 300 | Ford Escape Hybrid | 2012 | 2023 | | 28,700 | 38,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 38,200 | 0 | 0 |
| 308 | GMC Sahara Passenger Van | 2001 | NTR | | 21,499 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Subtotal | | | | 50,199 | 38,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 38,200 | 0 | 0 |
| | Aquatic & Fitness Center | | | | | | | | | | | | | | | | |
| | Treadmills | 2013 | 2023 | | 24,975 | 32,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32,500 | 0 | 0 |
| | Stationary Bikes | 2003 | 2019 | | 20,000 | 18,000 | 0 | 0 | 0 | 0 | 18,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Step/Eliptical/Rowing Machines | Var. | Var. | | 23,646 | 30,700 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30,700 | 0 |
| | Circuit Training Equipment | 2015 | 2025 | | 48,000 | 63,800 | 48,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 63,800 |
| | Security Camera System | 2007 | 2022 | | 20,000 | 29,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29,000 | 0 | 0 |
| | Subtotal | | | | 136,621 | 174,000 | 48,000 | 0 | 0 | 0 | 18,000 | 0 | 0 | 0 | 29,000 | 32,500 | 30,700 |
| | Community Center | | | | | | | | | | | | | | | | |
| | Commercial Freezer | 1996 | 2016 | | 6,000 | 6,000 | 0 | 0 | 6,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Commercial Refrigerator | 1999 | 2019 | | 10,000 | 14,000 | 0 | 0 | 0 | 0 | 14,000 | 0 | 0 | 0 | 0 | 0 | 0 |

Other Funds

This fund was established in FY 2001 to set aside funds for specific purposes. Funds set aside by the Greenbelt City Council or mandated to be accounted for separately by a federal agency will often be collected in one fiscal year with the related costs of the program expended over several subsequent years.

The largest on-going revenue designation in this fund is the city's set aside from Comcast and Verizon. The city receives funds from a three (3%) percent franchise fee for Public, Education and Government (PEG) access.

Budget Comments

- 1) The \$75,000 expense in Animal Control in FY 2015 is the Spay Neuter grant obtained for the Four Cities Coalition.
- 2) For a number of years, the city has contributed to Greenbelt Access Television, Inc. (GATE) one-fifth of the cable television franchise fee along with GATE receiving one-third of the Public Education and Government Access fee. In past years, that payment has been split between the General Fund and this fund. Starting this year, the full amount (\$166,000 - 2% of the franchise fee) is budgeted in this fund.
- 3) The \$40,000 budgeted in Information Technology, line 145, is to replace personal computers and servers.
- 4) The expense in Community Development, line 220, is for the purchase of field reporting hardware and software for the Inspectors.
- 5) The expense in Police, line 310, is for the rental of six police vehicles for the drug task force of which the city is a member. This expense is reimbursed by the task force (\$82,600).
- 6) A transfer of \$36,500 to the General Fund is proposed which funds the city's use of the County-wide I-Net.

| SPECIAL PROJECTS FUND Fund 101 | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|---|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| TOTAL FUND BALANCE AS OF JULY 1 | <u>\$466,828</u> | <u>\$418,756</u> | <u>\$504,056</u> | <u>\$506,166</u> | <u>\$555,066</u> | <u>\$555,066</u> |
| REVENUES | | | | | | |
| 433401 Cable TV Franchise Fee | \$114,810 | \$129,565 | \$150,000 | \$170,000 | \$250,000 | \$250,000 |
| 441112 Federal Grants | 67,942 | 76,875 | 74,000 | 80,000 | 82,600 | 82,600 |
| 470000 Interest on Investments | 277 | 93 | 300 | 200 | 200 | 200 |
| 460111 Drug Forfeitures | 0 | 8,783 | 0 | 0 | 0 | 0 |
| 480499 Miscellaneous | 25,170 | 1,456 | 0 | 75,000 | 0 | 0 |
| TOTAL REVENUES | <u>\$208,199</u> | <u>\$216,772</u> | <u>\$224,300</u> | <u>\$325,200</u> | <u>\$332,800</u> | <u>\$332,800</u> |
| EXPENDITURES | | | | | | |
| 145 Information Technology | \$17,171 | \$25,553 | \$20,000 | \$35,000 | \$40,000 | \$40,000 |
| 190 Community Promotion | 1,284 | 16,551 | 65,000 | 55,000 | 15,000 | 15,000 |
| 190 75th Anniversary | 44,874 | 0 | 0 | 0 | 0 | 0 |
| 210 Planning | 0 | 0 | 0 | 0 | 0 | 0 |
| 220 Community Development | 0 | 0 | 0 | 0 | 10,000 | 10,000 |
| 310 Police | 81,942 | 85,709 | 74,000 | 80,000 | 82,600 | 82,600 |
| 330 Animal Control | 0 | 0 | 0 | 75,000 | 0 | 0 |
| 999 Transfer to General Fund | 111,000 | 20,000 | 30,000 | 31,300 | 36,500 | 36,500 |
| 999 Payment to GATE | 0 | 0 | 0 | 0 | 166,000 | 166,000 |
| TOTAL EXPENDITURES | <u>\$256,271</u> | <u>\$147,813</u> | <u>\$189,000</u> | <u>\$276,300</u> | <u>\$350,100</u> | <u>\$350,100</u> |
| TOTAL FUND BALANCE AS OF JUNE 30 | <u>\$418,756</u> | <u>\$487,715</u> | <u>\$539,356</u> | <u>\$555,066</u> | <u>\$537,766</u> | <u>\$537,766</u> |
| FUND BALANCE DESIGNATIONS | | | | | | |
| Cable TV | \$386,561 | \$474,022 | \$531,247 | \$554,022 | \$536,722 | \$536,722 |
| Public Safety | 3,255 | 3,204 | 0 | 0 | 0 | 0 |
| Undesignated | 28,940 | 28,940 | 8,109 | 1,044 | 1,044 | 1,044 |
| TOTAL | <u>\$418,756</u> | <u>\$506,166</u> | <u>\$539,356</u> | <u>\$555,066</u> | <u>\$537,766</u> | <u>\$537,766</u> |

An agency fund is used to account for assets of outside parties or assets held in escrow. Agency funds do not report operations as governmental funds (i.e. General Fund), only additions and deductions. The assets are not owned or controlled by the city, though the city maintains a fiduciary responsibility over the assets.

The city maintains one agency fund with distinct classifications. The classifications range from donations to individuals who require assistance to assets that were seized during criminal investigations.

1. The Recreation Department receives contributions from various sources. The monetary donations are used to support camp scholarships, special events and other designated programs as specified by the donor. Monies are transferred to the General Fund to offset the program as appropriate.
2. Donations are made by clients to Greenbelt CARES Youth and Family Services Bureau. These funds provide a means to provide refreshments for the counseling sessions.
3. The Good Samaritan Fund provides financial assistance to out-of-town persons stranded in Greenbelt and low-income individuals in need of a few dollars to purchase gas or groceries. This program receives its funding from the churches in Greenbelt and other civic associations.
4. An Emergency Assistance Fund has been established to accept and disburse donations received to assist Greenbelt residents to pay rent to avoid possible eviction. Approximately a dozen individuals receive assistance from these funds each fiscal year.
5. People contribute to the Adopt-A-Tree Program for the purpose of allowing the city to identify a location for a tree. This balance is the amount of funds available to the city, when needed.
6. A program started in FY 2001 is the Adopt-A-Bench. This program is similar to the Adopt-A-Tree program, but enables people to dedicate benches throughout the city.
7. Confiscated funds obtained from arrests made by the Greenbelt Police Department are deposited here. When final disposition is determined, the funds are either returned to the individual (if the charges are dropped or the individual declared innocent in court), or the monies are transferred to the City's Special Projects Fund to be used for public safety. The assets generally are held for two to three years while a determination is made by the court system.
8. Contributions were made to the Advisory Committee on Education (ACE). These monies fund ACE initiatives such as its scholarship fund.
9. The Greenbelt Theatre was scheduled to close operation in October 1998. As a result, the city helped organize a group of concerned citizens who wanted to keep the Greenbelt Theatre open. Donations to fund this effort are held in the "Save the Greenbelt Theatre" agency fund.
10. The city supports the Greenbelt Volunteer Fire Department (GVFD) by setting funds aside each fiscal year. The purpose of these funds is to help fund equipment purchases for the GVFD.
11. The Spay and Neuter Clinic Agency Fund is for donations received for the purchase of supplies and equipment to perform cat and dog neuters at the shelter. This will reduce city cost for veterinary care for animals at the shelter, will allow development of a feral cat control program, and could allow extension of low cost spay and neuter services to the community.

| | Balance FY 2013 | FY 2014 Contribution | FY 2014 Debits | Balance 07/01/14 | FY 2015 Estimated Contri. | FY 2015 Estimated Debits | Estimated Balance 07/01/15 | FY 2016 Estimated Contri. | FY 2016 Estimated Debits | Estimated Balance 06/30/16 |
|------------------------------------|--------------------|-------------------------|-------------------|---------------------|---------------------------------|--------------------------------|----------------------------------|---------------------------------|--------------------------------|----------------------------------|
| Recreation Department | \$7,298 | \$414 | \$1,208 | \$6,504 | \$1,238 | \$1,200 | \$6,542 | \$750 | \$1,200 | \$6,092 |
| Greenbelt CARES | 2,541 | 0 | 0 | 2,541 | 70 | 0 | 2,611 | 0 | 0 | 2,611 |
| Good Samaritan | (171) | 1,080 | 911 | (2) | 1,200 | 900 | 298 | 1,150 | 900 | 548 |
| Emergency Assistance | 1,719 | 13,969 | 13,062 | 2,626 | 15,000 | 14,000 | 3,626 | 15,000 | 14,000 | 4,626 |
| Adopt-A-Tree | (488) | 830 | 766 | (424) | 1,000 | 850 | (274) | 1,000 | 800 | (74) |
| Adopt-A-Bench | 3,612 | 0 | 46 | 3,566 | 500 | 300 | 3,766 | 400 | 200 | 3,966 |
| Drug and Evidence | 45,493 | 5,912 | 8,783 | 42,622 | 6,728 | 0 | 49,350 | 7,000 | 10,000 | 46,350 |
| Advisory Committee on Education | 24,763 | 2,015 | 4,000 | 22,778 | 2,215 | 4,000 | 20,993 | 2,200 | 4,000 | 19,193 |
| Save the Greenbelt Theatre | 1,828 | 0 | 0 | 1,828 | 10 | 1,838 | 0 | 0 | 0 | 0 |
| Fire Department | 392,773 | 88,000 | 205,000 | 275,773 | 88,000 | 187,000 | 176,773 | 88,000 | 0 | 264,773 |
| Spay and Neuter Clinic | 15,468 | 0 | 7,837 | 7,631 | 10,000 | 15,000 | 2,631 | 5,000 | 7,000 | 631 |



Green Ridge House is a city-owned apartment facility for seniors and individuals with disabilities. The 101-unit facility opened in 1979. About seventy-five (75) percent of the revenue to the facility comes from the U.S. Department of Housing and Urban Development Section 8 program and the balance comes from resident payments. No city funds are expended on Green Ridge House. The City contracts with Community Realty Company, Inc. (CRC) to manage the facility and grounds.

Accomplishments for FY 2015

- Installed two Wi-Fi Cafés for resident use in the Living Room/Library and the Community Room.
- Purchased and installed two new flat screen television sets, one for the 2nd floor lobby and one for the 3rd floor lobby.
- Replaced failed compressor to the air conditioning unit which serves the entire building.
- Replaced windows throughout building on as needed basis.
- Parking lot seal coated and restriped.
- Scored “Above Average”, the highest score given, on recent Maryland Department of Housing and Community Development Department inspection.
- In keeping with the Green Ridge House mission, we have maintained a 99% occupancy rate throughout the year.
- An assessment of the facility is scheduled for Spring 2015, including a replacement reserve analysis.
- In response to resident interest, the yoga class was expanded to twice per week.

Issues and Services

Green Ridge House remains a highly regarded Section 8 facility in the State of Maryland. Through careful oversight by the city and the professional management of Community Realty Company, Inc., the building continues to improve amenities for residents. A recent survey of the residents indicated that 98% of the 42 residents who responded were “Very Satisfied” or “Satisfied” with Green Ridge House and their apartments. This is the sixth year the survey was completed.

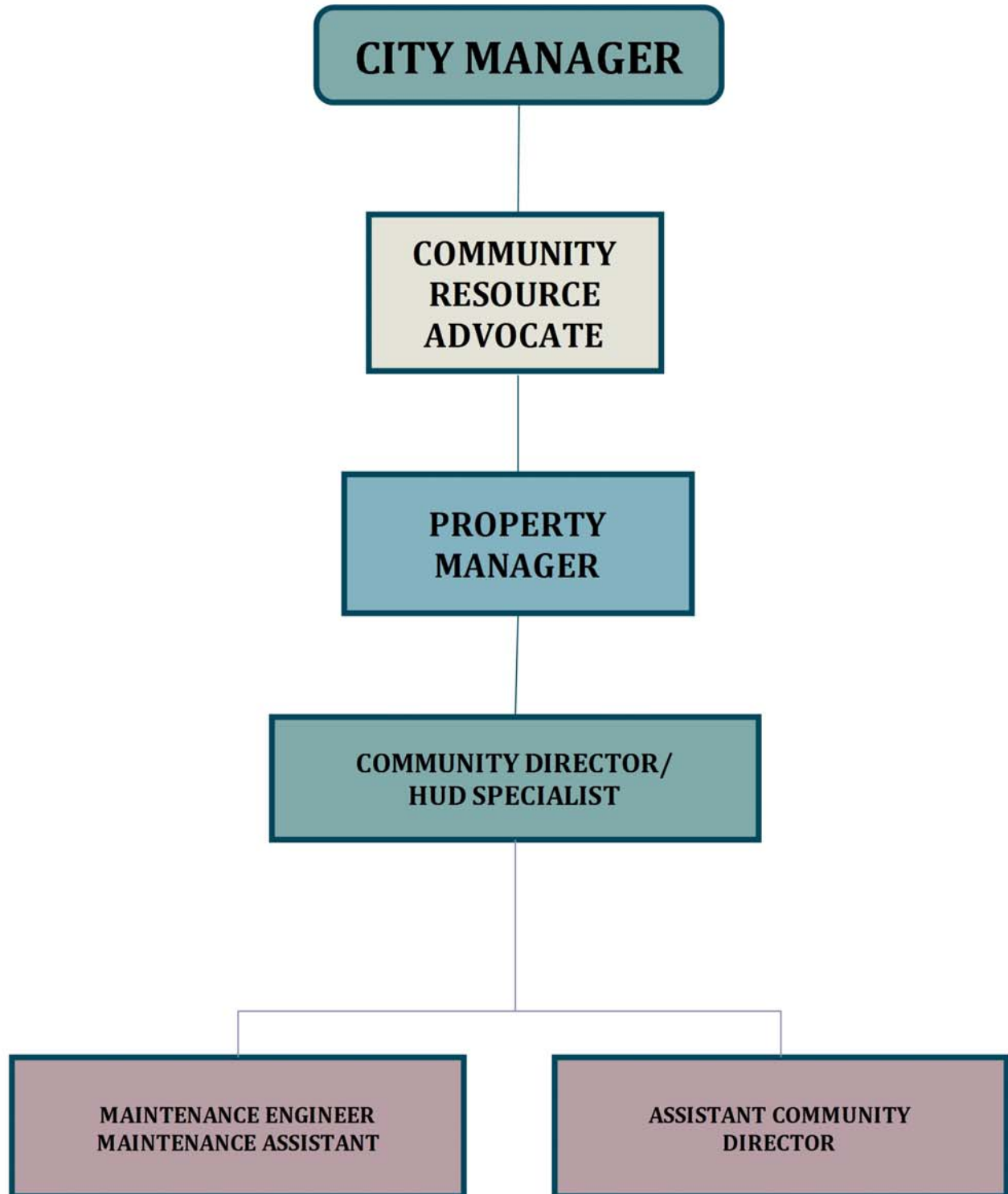
Green Ridge House is a Section 8 property meaning that the rents of its residents are subsidized by the federal government. Currently, the market rent for a unit at Green Ridge House is \$1,227 per month.

The Community Resource Advocate (CRA) is the liaison to Green Ridge House. Along with the establishment of the Service Coordinator program in FY 2005, having the CRA as liaison has improved awareness of both the needs of Green Ridge House residents and availability of city services.

There were 13 new move-ins in 2014. There are 55 parking spaces on-site and there are 50 permits issued for vehicles.

Budget Comments

- 1) Costs for providing the Service Coordinator program exceed the federal grant for the program. Funds are budgeted in the Administration section of this budget to cover the excess cost.
- 2) The amount set aside for Reserves is \$72,000. A replacement reserve analysis will be completed in FY 2015 to determine if sufficient reserves are being set aside.
- 3) \$135,400 in capital expenses are planned for FY 2016. These include elevator upgrades (\$64,000), upgrades to the main entrance and terrace level doors (\$18,000), upgrading the announcement system (\$17,000), replacing the outdoor furnishings on the rear patio and front vestibule (\$12,000), refurbishing the public restrooms (\$5,000) and funds to continue replacing windows, ranges and refrigerators as needed.



| GREEN RIDGE HOUSE Operating Budget | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|--|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| REVENUES | | | | | | |
| Rental Income | | | | | | |
| Federal Section 8 Payment | \$1,046,442 | \$1,024,541 | \$1,051,100 | \$1,062,500 | \$1,085,600 | \$1,085,600 |
| Rental Income from Residents | 378,803 | 415,304 | 388,800 | 393,000 | 401,500 | 401,500 |
| Vacancies | (30,513) | (28,512) | (31,500) | (32,700) | (32,100) | (32,100) |
| Total Rental Income | \$1,394,732 | \$1,411,333 | \$1,408,400 | \$1,422,800 | \$1,455,000 | \$1,455,000 |
| Miscellaneous Revenue | | | | | | |
| Laundry Machines | \$3,486 | \$2,801 | \$3,400 | \$3,400 | \$3,400 | \$3,400 |
| Miscellaneous Income | 596 | 605 | 450 | 250 | 450 | 450 |
| Interest Income | 722 | 277 | 50 | 50 | 50 | 50 |
| Total Miscellaneous | \$4,804 | \$3,683 | \$3,900 | \$3,700 | \$3,900 | \$3,900 |
| TOTAL REVENUES | \$1,399,536 | \$1,415,016 | \$1,412,300 | \$1,426,500 | \$1,458,900 | \$1,458,900 |
| EXPENDITURES | | | | | | |
| Personnel Expenses | \$227,255 | \$233,822 | \$260,800 | \$261,900 | \$269,000 | \$269,000 |
| Operating Expenses | | | | | | |
| Administration | \$175,171 | \$165,637 | \$155,300 | \$150,200 | \$152,000 | \$152,000 |
| Utilities | 142,385 | 141,923 | 161,100 | 158,600 | 160,200 | 160,200 |
| Supplies and Services | 115,011 | 108,636 | 78,300 | 63,600 | 76,500 | 76,500 |
| Maintenance | 200,936 | 224,765 | 221,900 | 191,400 | 221,900 | 221,900 |
| Total Operating Expenses | \$633,503 | \$640,961 | \$616,600 | \$563,800 | \$610,600 | \$610,600 |
| Taxes, Insurance and Debt Expenses | | | | | | |
| Real Estate Tax Fee in lieu | \$90,671 | \$94,249 | \$92,600 | \$93,400 | \$93,600 | \$93,600 |
| Insurance | 116,109 | 125,181 | 144,100 | 155,200 | 149,100 | 149,100 |
| Principal and Interest | 257,702 | 257,702 | 257,700 | 257,700 | 257,700 | 257,700 |
| Total Taxes, Interest and Debt Expenses | \$464,482 | \$477,132 | \$494,400 | \$506,300 | \$500,400 | \$500,400 |
| Replacement Reserve Transfer | \$120,000 | \$112,000 | \$72,000 | \$72,000 | \$72,000 | \$72,000 |
| TOTAL ALL EXPENDITURES | \$1,445,240 | \$1,463,915 | \$1,443,800 | \$1,404,000 | \$1,452,000 | \$1,452,000 |
| EXCESS REVENUES OVER/(UNDER) | (\$45,704) | (\$48,899) | (\$31,500) | \$22,500 | \$6,900 | \$6,900 |

| GREEN RIDGE HOUSE Reserves | FY 2013 Actual Trans. | FY 2014 Actual Trans. | FY 2015 Adopted Budget | FY 2015 Estimated Trans. | FY 2016 Proposed Budget | FY 2016 Adopted Budget |
|---------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|---|--|---------------------------------------|
| RESERVE FOR REPLACEMENT | | | | | | |
| Balance July 1 | \$506,546 | \$569,046 | \$565,746 | \$574,705 | \$587,705 | 587,705 |
| Contributions | 116,817 | 112,000 | 72,000 | 72,000 | 72,000 | \$72,000 |
| Interest | 183 | 58 | 100 | 100 | 1,000 | 1,000 |
| Expenditures | (54,500) | (106,399) | (82,100) | (59,100) | (135,400) | (135,400) |
| Balance June 30 | \$569,046 | \$574,705 | \$555,746 | \$587,705 | \$525,305 | \$525,305 |
| RESIDUAL RECEIPTS | | | | | | |
| Balance July 1 | \$4,145 | \$4,145 | \$4,145 | \$4,147 | \$4,149 | \$4,149 |
| Contributions | 0 | 0 | 0 | 0 | 0 | 0 |
| Interest | 0 | 2 | 0 | 2 | 2 | 2 |
| Expenditures | 0 | 0 | 0 | 0 | 0 | 0 |
| Balance June 30 | \$4,145 | \$4,147 | \$4,145 | \$4,149 | \$4,151 | \$4,151 |
| LGIP INVESTMENTS | | | | | | |
| Balance July 1 | \$364,769 | \$364,769 | \$275,729 | \$272,296 | \$272,796 | 272,796 |
| Contributions | 0 | 0 | 0 | 0 | 0 | 0 |
| Interest | 460 | 637 | 500 | 500 | 500 | 500 |
| Expenditures | 0 | (93,110) | 0 | 0 | 0 | 0 |
| Balance June 30 | \$365,229 | \$272,296 | \$276,229 | \$272,796 | \$273,296 | \$273,296 |
| ALL RESERVE ACCOUNTS | | | | | | |
| Balance July 1 | \$875,460 | \$938,420 | \$845,620 | \$851,608 | \$865,110 | \$865,110 |
| Contributions | 116,817 | 112,000 | 72,000 | 72,000 | 72,000 | 72,000 |
| Interest | 643 | 697 | 600 | 602 | 1,502 | 1,502 |
| Expenditures | (54,500) | (199,509) | (82,100) | (59,100) | (135,400) | (135,400) |
| Balance June 30 | \$938,420 | \$851,608 | \$836,120 | \$865,110 | \$803,212 | \$803,212 |