

OTHER FUNDS

*City of Greenbelt
Fiscal Year 2015*



Funds have been established to account for the expenditure of revenues and other financing resources designated for special purposes. There are four kinds of funds: Special Revenue, Agency, Enterprise, and Capital Funds. The first three are included in this section; the fourth, Capital Funds, follows behind its own tab.

OTHER FUNDS

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.

CAPITAL IMPROVEMENT FUNDS

include the Building Capital Reserve Fund, Capital Projects Fund, Community Development Block Grant Fund, 2001 Bond Fund and the Greenbelt West Infrastructure Fund.

CEMETERY FUND



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 also 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 2015.

CEMETERY FUND Fund 104	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
BALANCE AS OF JULY 1	<u>\$88,217</u>	<u>\$84,454</u>	<u>\$81,454</u>	<u>\$82,109</u>	<u>\$82,409</u>	<u>\$82,409</u>
REVENUES						
470000 Interest	\$37	\$55	\$0	\$0	\$0	\$0
480000 Other - Service Fees	200	600	200	300	200	200
TOTAL REVENUES	<u>\$237</u>	<u>\$655</u>	<u>\$200</u>	<u>\$300</u>	<u>\$200</u>	<u>\$200</u>
EXPENDITURES						
490000 Interfund Transfer - General Fund	\$4,000	\$3,000	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	<u>\$4,000</u>	<u>\$3,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
BALANCE AS OF JUNE 30	\$84,454	\$82,109	\$81,654	\$82,409	\$82,609	\$82,609



DEBT SERVICE FUND

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 \$3,240,523 or 0.18% 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, 2014	\$1,830,857,100
Debt Limit @ 4%	\$73,234,280
Amount of Debt Applicable to Limit:	
Total Bonded Debt, July 1, 2014	\$3,240,523
Estimated Debt Margin,	
July 1, 2014	\$ 69,993,757

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% and shortened the term to 20 years, which is projected to save the city \$1.2 million.

Budget Comments

- 1) \$525,000 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 Theater in FY 2013.

DEBT SERVICE FUND Fund 201	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$36,868</u>	<u>\$362,746</u>	<u>\$113,646</u>	<u>\$113,734</u>	<u>\$37,539</u>	<u>\$37,539</u>
REVENUES						
415000 Special Assessment	\$123,913	\$0	\$0	\$0	\$0	\$0
470000 Interest Investments	95	260	200	100	100	100
485002 Loan Proceeds	3,844,000	0	0	2,929,305	0	0
490000 General Fund Transfer	682,100	300,000	300,000	360,000	525,000	525,000
TOTAL REVENUE & FUND TRANSFERS	<u>\$4,650,108</u>	<u>\$300,260</u>	<u>\$300,200</u>	<u>\$3,289,405</u>	<u>\$525,100</u>	<u>\$525,100</u>
EXPENDITURES						
Special Assessment						
891 1991 Christacos Bonds						
34 Other Services	\$0	\$0	\$0	\$0	\$0	\$0
96 Principal	135,000	0	0	0	0	0
97 Interest	4,157	0	0	0	0	0
Total Special Assessments	\$139,157	\$0	\$0	\$0	\$0	\$0
Transfer to General Fund	\$0	\$232,000	\$0	\$0	\$0	\$0
General Obligation						
895 2001 Bond Issue						
34 Other Services	\$14,425					
96 Principal Refunding	3,832,673					
96 Principal	218,547	\$212,287	\$218,700	\$218,700	\$225,000	\$225,000
97 Interest	118,683	104,766	98,500	98,500	92,100	92,100
Total	\$4,184,328	\$317,053	\$317,200	\$317,200	\$317,100	\$317,100
897 Unfunded Liability						
34 Other Services	\$0	\$0	\$0	\$13,000	\$0	\$0
96 Principal Refunding	0	0	0	2,916,300	0	\$0
96 Principal	0	0	0	77,400	150,000	150,000
97 Interest	0	0	0	41,700	88,200	88,200
Total	\$0	\$0	\$0	\$3,048,400	\$238,200	\$238,200
896 Tax Anticipation Note						
97 Interest	\$745	\$219	\$500	\$0	\$0	\$0
Total	\$745	\$219	\$500	\$0	\$0	\$0
Total General Obligations	\$4,185,073	\$317,272	\$317,700	\$3,365,600	\$555,300	\$555,300
TOTAL EXPENDITURES	<u>\$4,324,230</u>	<u>\$549,272</u>	<u>\$317,700</u>	<u>\$3,365,600</u>	<u>\$555,300</u>	<u>\$555,300</u>
FUND BALANCE AS OF JUNE 30	\$362,746	\$113,734	\$96,146	\$37,539	\$7,339	\$7,339



REPLACEMENT FUND

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) Purchases of a cargo van (\$17,200) in Multi-Purpose Equipment and an electric pick-up truck (\$20,700) and dump body (\$15,400) in Parks, were budgeted in FY 2013 but paid for in FY 2014.
- 2) In FY 2014, Police Department AED's needed to be replaced at a cost of \$12,600 even though this purchase was not budgeted. Raid Vests are proposed for FY 2015 at an estimated cost of \$21,000.
- 3) Under Waste Collection, a new refuse packer is proposed for replacement at \$150,000. The city will be replacing a 25 yard packer with a 20 yard packer which results in about \$20,000 in savings. A second refuse truck will need to be replaced in the next year or two.
- 4) Under Aquatic & Fitness Center, it is proposed to replace the 20 year old circuit weight training equipment (\$48,000). This purchase was originally planned for FY 2014, but is now proposed for FY 2015 at a higher amount.
- 5) It is estimated the Replacement Fund will begin Fiscal Year 2015 with a fund balance of \$433,875 and end at \$291,975.

Items to be Purchased

Police

Raid Vests \$21,000

Waste Collection

Refuse Truck (261) 150,000

Aquatic & Fitness Center

Circuit Weight Training Equipment 48,000

Parks

3/4 Ton 4X4 Pick-up Truck (404) 28,000

Total Proposed Expenditures

\$247,000

REPLACEMENT FUND Fund 105	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$81,058</u>	<u>\$459,351</u>	<u>\$439,151</u>	<u>\$500,875</u>	<u>\$433,875</u>	<u>\$433,875</u>
REVENUES						
441000 Federal Grants	\$87,072	\$0	\$0	\$0	\$0	\$0
470000 Interest on Investments	48	294	100	100	100	100
480000 Ins./Auc. Proceeds	11,871	0	5,000	5,000	5,000	5,000
480499 Contribution from College Park	0	0	0	7,900	0	0
480499 4-Cities Payments	0	84,210	0	0	0	0
490000 Interfund Transfer - Special Projects	205,000	0	0	0	0	0
490000 Interfund Transfer - General Fund	103,000	150,000	100,000	100,000	100,000	100,000
TOTAL REVENUE & FUND TRANSFERS	<u>\$406,991</u>	<u>\$234,504</u>	<u>\$105,100</u>	<u>\$113,000</u>	<u>\$105,100</u>	<u>\$105,100</u>
EXPENDITURES						
91 New Equipment						
220 Community Development	\$0	\$0	\$22,400	\$22,400	\$0	\$0
310 Police	0	0	0	12,600	21,000	21,000
410 Public Works Admin.	0	0	0	0	0	0
420 Multi-Purpose Equipment	0	152,885	50,000	65,500	0	0
450 Waste Collection	0	0	0	0	150,000	150,000
610 Recreation Administration	28,698	24,975	0	0	0	0
650 Aquatic & Fitness Center	0	15,120	30,000	23,600	48,000	48,000
700 Parks	0	0	27,000	55,900	28,000	28,000
920 Greenbelt Connection	0	0	0	0	0	0
TOTAL EXPENDITURES	<u>\$28,698</u>	<u>\$192,980</u>	<u>\$129,400</u>	<u>\$180,000</u>	<u>\$247,000</u>	<u>\$247,000</u>
BALANCE AS OF JUNE 30	<u>\$459,351</u>	<u>\$500,875</u>	<u>\$414,851</u>	<u>\$433,875</u>	<u>\$291,975</u>	<u>\$291,975</u>

Veh #	Department/Item Administration	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
1	Honda Civic CNG	2005	2017	20,149	26,200	0	0	0	26,200	0	0	0	0	0	0	0
	Subtotal			20,149	26,200	0	0	0	26,200	0	0	0	0	0	0	0
	Community Development															
712	Ford Focus	2009	2020	11,427	15,300	0	0	0	0	0	0	15,300	0	0	0	0
714	Dodge Intrepid	2014	2025	22,400	29,100	22,400	0	0	0	0	0	0	0	0	0	0
715	Chevy Malibu	2004	2016	12,094	22,100	0	22,100	0	0	0	0	0	0	0	0	0
717	Chevy Malibu	2005	2017	12,094	22,100	0	0	22,100	0	0	0	0	0	0	0	0
718	Honda Civic (CNG)	2005	2016	20,149	27,000	0	0	27,000	0	0	0	0	0	0	0	0
	Subtotal			78,164	115,600	22,400	0	49,100	22,100	0	0	15,300	0	0	0	0
	Police Department															
	Police Radio System	2011	2021	729,700	729,700	0	0	0	0	0	0	0	729,700	0	0	0
	Voice Logging Recorder	2011	2020	22,327	22,300	0	0	0	0	0	0	22,300	0	0	0	0
	Handguns	2008	2016	31,755	32,000	0	32,000	0	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	0	21,000	0	0	0	0	0	0	0	0	0
	Optical Scanner	2002	2016	10,000	12,000	0	0	12,000	0	0	0	0	0	0	0	0
	Total Station	2002	2016	13,600	15,000	0	0	15,000	0	0	0	0	0	0	0	0
891	4X4 ¾Ton Pick-up Truck	2006	2017	18,314	24,500	0	0	0	24,500	0	0	0	0	0	0	0
	Live Scan	2014	2020	33,283	35,000	0	0	0	0	0	0	35,000	0	0	0	0
	Automated External Defibrillators	2014	2021	12,596	13,000	12,600	0	0	0	0	0	0	13,000	0	0	0
	Subtotal			899,096	912,500	12,600	21,000	59,000	24,500	0	0	57,300	742,700	0	0	0
	Animal Control															
704	Ford Escape SUV	2008	2019	25,276	33,900	0	0	0	0	0	33,900	0	0	0	0	0
	Subtotal			25,276	33,900	0	0	0	0	0	33,900	0	0	0	0	0
	Public Works Administration															
100	Dodge Stratus	2006	2016	12,489	21,500	0	0	21,500	0	0	0	0	0	0	0	0
101	Chevy Blazer 4X4	2005	2016	19,474	26,100	0	0	26,100	0	0	0	0	0	0	0	0
102	Chevy Colorado	2006	2017	10,648	14,200	0	0	0	14,200	0	0	0	0	0	0	0
	Repeater - Channel 1 & 3	2004	2016	40,000	46,000	0	0	46,000	0	0	0	0	0	0	0	0
	Subtotal			42,611	61,800	0	0	47,600	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	0	56,400	0	0	0	0	0	0	0
112	Ford Roll Back Truck	1993	2016	25,927	36,000	0	0	36,000	0	0	0	0	0	0	0	0
115	Ford 4X4 ¾ton Pickup	2008	2019	27,747	36,900	0	0	0	0	0	36,900	0	0	0	0	0
116	Ford 4X4 ¾ton Pickup	2003	2016	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	30,300	0	0	0	0	0	0	0	0	0	0

Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
119	Skid Steer Loader	2008	2019	30,563	40,600	0	0	0	0	0	0	40,600	0	0	0	0	0
124	Ford F-450 Dump Truck Crew Cab	2010	2021	56,842	75,600	8,000	0	0	0	0	0	0	0	75,600	0	0	0
125	Ford 2 Ton Dump (Chassis in 06)	2006	2016	42,000	90,000	0	0	90,000	0	0	0	0	0	0	0	0	0
126	Ford 750 Dump	2007	2018	71,324	94,900	0	0	0	0	94,900	0	0	0	0	0	0	0
127	Case Backhoe	1997	2016	65,089	100,000	0	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	0	0	36,100	0	0
145	Case #621 Loader	2008	2023	119,313	155,100	0	0	0	0	0	0	0	0	0	0	155,100	0
146	2007 F550 Aerial Lift	2013	2023	40,600	52,800	0	0	0	0	0	0	0	0	0	0	52,800	0
150	Ingersole Rand Air Compressor	1996	2016	12,175	18,000	0	0	18,000	0	0	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	0	0	21,900	0	0	0	0
152	Chew 2500 Cargo Van	2014	2025	17,118	22,300	17,200	0	0	0	0	0	0	0	0	0	0	0
153	Ford CNG Econoline Van	2004	2016	20,307	24,400	0	0	24,400	0	0	0	0	0	0	0	0	0
158	Ford CNG Pickup	2004	2016	18,305	24,300	0	0	24,300	0	0	0	0	0	0	0	0	0
199	Street Sweeper - 2000 Freightliner	2013	2020	28,100	50,000	0	0	0	0	0	0	0	50,000	0	0	0	0
	Paint Machine	2006	2016	5,000	6,500	0	0	6,500	0	0	0	0	0	0	0	0	0
	Concrete Sidewalk Grinder	2014	2029	10,000	14,500	10,000	0	0	0	0	0	0	0	0	0	0	0
	Subtotal			737,541	1,032,600	65,500	0	336,200	0	56,400	94,900	77,500	71,900	75,600	36,100	207,900	0
	Waste Collection Equipment																
210	Chew 4X4 Pickup	2001	2016	25,611	31,000	0	0	31,000	0	0	0	0	0	0	0	0	0
260	Sterling Rear Packer	2005	2016	126,500	165,000	0	0	165,000	0	0	0	0	0	0	0	0	0
261	International 7400 25-YD Packer	2007	2015	131,159	150,000	0	150,000	0	0	0	0	0	0	0	0	0	0
262	Freightliner Load Packer	2010	2018	144,532	187,900	0	0	0	0	187,900	0	0	0	0	0	0	0
	Subtotal			427,802	533,900	0	150,000	196,000	0	187,900	0	0	0	0	0	0	0
	Recreation Administration																
300	Ford Escape Hybrid	2012	2023	28,700	38,200	0	0	0	0	0	0	0	0	0	0	38,200	0
308	GMC Sahara Passenger Van	2001	NTR	21,499	0	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	0	0	38,200	0
	Aquatic & Fitness Center																
	Treadmills	2013	2023	24,975	32,500	0	0	0	0	0	0	0	0	0	0	32,500	0
	Stationary Bikes	2003	2019	20,000	18,000	0	0	0	0	0	0	18,000	0	0	0	0	0
	Step/Elliptical/Rowing Machines	Var.	Var.	23,646	30,700	23,600	0	0	0	0	0	0	0	0	0	0	30,700
	Circuit Training Equipment	2015	2025	48,000	63,800	0	48,000	0	0	0	0	0	0	0	0	0	0
	Security Camera System	2007	2022	20,000	29,000	0	0	0	0	0	0	0	0	0	29,000	0	0
	Subtotal			136,621	174,000	23,600	48,000	0	0	0	0	18,000	0	0	29,000	32,500	30,700

SPECIAL PROJECTS FUND



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. One-third of the fee is paid to Greenbelt Access TV (GATE). The balance goes to funding the city's share of the County-Municipal Institutional Network (INET), replacing and upgrading audio and video equipment for the city's municipal cable channels and improving the city's technology systems.

Accomplishments in FY 2014 included transitioning the city's computer operating system to Windows 7.

Budget Comments

- 1) The proposed expense in Information Technology, line 145, of \$20,000 is provided to support the replacement of computers. Personal computers have an estimated five-year life.
- 2) Funds are budgeted in Community Promotion for the replacement and/or upgrading of the city's video and audio equipment (\$15,000).
- 3) 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 (\$74,000).
- 4) A transfer of \$30,000 to the General Fund is proposed which funds the city's use of the Countywide I-Net.

SPECIAL PROJECTS FUND Fund 101	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$765,902</u>	<u>\$466,828</u>	<u>\$401,428</u>	<u>\$418,756</u>	<u>\$504,056</u>	<u>\$504,056</u>
REVENUES						
433401 Cable TV Franchise Fee	\$102,368	\$114,810	\$125,000	\$150,000	\$150,000	\$150,000
441112 Federal Grants	67,941	67,942	52,500	77,300	74,000	74,000
470000 Interest on Investments	300	277	300	300	300	300
480499 75th Anniversary	27,698	0	0	0	0	0
480499 Miscellaneous	0	25,170	0	7,700	0	0
TOTAL REVENUES	<u>\$198,307</u>	<u>\$208,199</u>	<u>\$177,800</u>	<u>\$235,300</u>	<u>\$224,300</u>	<u>\$224,300</u>
EXPENDITURES						
145 Information Technology	\$62,677	\$17,171	\$72,500	\$30,000	\$20,000	\$20,000
190 Community Promotion	4,160	1,284	10,000	10,000	15,000	65,000
190 75th Anniversary	27,252	44,874	0	0	0	0
210 Planning	10,000	0	5,000	5,000	0	0
310 Police	88,293	81,942	52,500	85,000	74,000	74,000
999 Transfer to Replacement Fund	205,000	0	0	0	0	0
999 Transfer to 2001 Bond Fund	0	0	20,000	20,000	0	0
999 Transfer to General Fund	100,000	111,000	0	0	30,000	30,000
TOTAL EXPENDITURES	<u>\$497,382</u>	<u>\$256,271</u>	<u>\$160,000</u>	<u>\$150,000</u>	<u>\$139,000</u>	<u>\$189,000</u>
TOTAL FUND BALANCE AS OF JUNE 30	<u>\$466,827</u>	<u>\$418,756</u>	<u>\$419,228</u>	<u>\$504,056</u>	<u>\$589,356</u>	<u>\$539,356</u>
FUND BALANCE DESIGNATIONS						
Cable TV	\$316,384	\$386,561	\$411,419	\$496,247	\$581,247	\$531,247
Greenbelt West	110,950	0	0	0	0	0
Public Safety	(7,915)	3,255	0	0	0	0
75th Anniversary	18,696	0	0	0	0	0
Undesignated	28,713	28,940	7,809	7,809	8,109	8,109
TOTAL	<u>\$466,828</u>	<u>\$418,756</u>	<u>\$419,228</u>	<u>\$504,056</u>	<u>\$589,356</u>	<u>\$539,356</u>



AGENCY FUNDS

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.

AGENCY FUNDS

	Balance FY 2012	FY 2013 Contribution	FY 2013 Debits	Balance 07/01/13	FY 2014 Estimated Contri.	FY 2014 Estimated Debits	Estimated Balance 07/01/14	FY 2015 Estimated Contri.	FY 2015 Estimated Debits	Estimated Balance 06/30/15
Recreation Department	\$6,465	\$1,083	\$250	\$7,298	\$300	\$1,000	\$6,598	\$300	\$1,000	\$5,898
Greenbelt CARES	3,979	100	1,538	2,541	0	0	2,541	0	0	2,541
Good Samaritan	513	1,300	1,984	(171)	1,200	850	179	1,100	1,000	279
Emergency Assistance	3,938	8,538	10,757	1,719	10,000	9,000	2,719	9,000	9,500	2,219
Adopt-A-Tree	(24)	1,688	2,151	(487)	975	576	(88)	650	384	178
Adopt-A-Bench	2,129	2,391	908	3,612	350	150	3,812	350	150	4,012
Drug and Evidence	41,898	14,705	11,110	45,493	6,000	8,783	42,710	5,000	0	47,710
Advisory Committee on Education	28,726	37	4,000	24,763	1,000	4,000	21,763	1,000	4,000	18,763
Save the Greenbelt Theater	1,828	0	0	1,828	0	0	1,828	0	0	1,828
Fire Department	304,773	88,000	0	392,773	88,000	205,000	275,773	88,000	0	363,773
Spay and Neuter Clinic	21,131	2,137	7,800	15,468	1,000	7,000	9,468	750	6,500	3,718

Advisory Committee on Education (ACE) Teacher and Student Awardees for 2013.



GREEN RIDGE HOUSE



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 2014

- Renovated the interior common area of the building including removal of wallpaper and painting of the entire interior common area.
- The ventilation system for the entire building was professionally cleaned and sanitized.
- A new “Green Ridge House Apartments” monument sign was professionally designed and installed to announce the entrance of the community.
- Installed new ceiling fans in both the dining room and the community room.
- Replaced windows throughout the building as needed.
- Roof maintenance was done including rust inhibitive painting of roof exhaust vents, replacement of five damaged exhaust vents, sealant of seams at ridge vent and fabricated and installed new coping over atrium at the rear of the building.
- Developed a proposal for providing WiFi.

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 100% of the 42 residents that responded were “Very Satisfied” or “Satisfied” with Green Ridge House and their apartments. This is the fifth year the survey was completed.

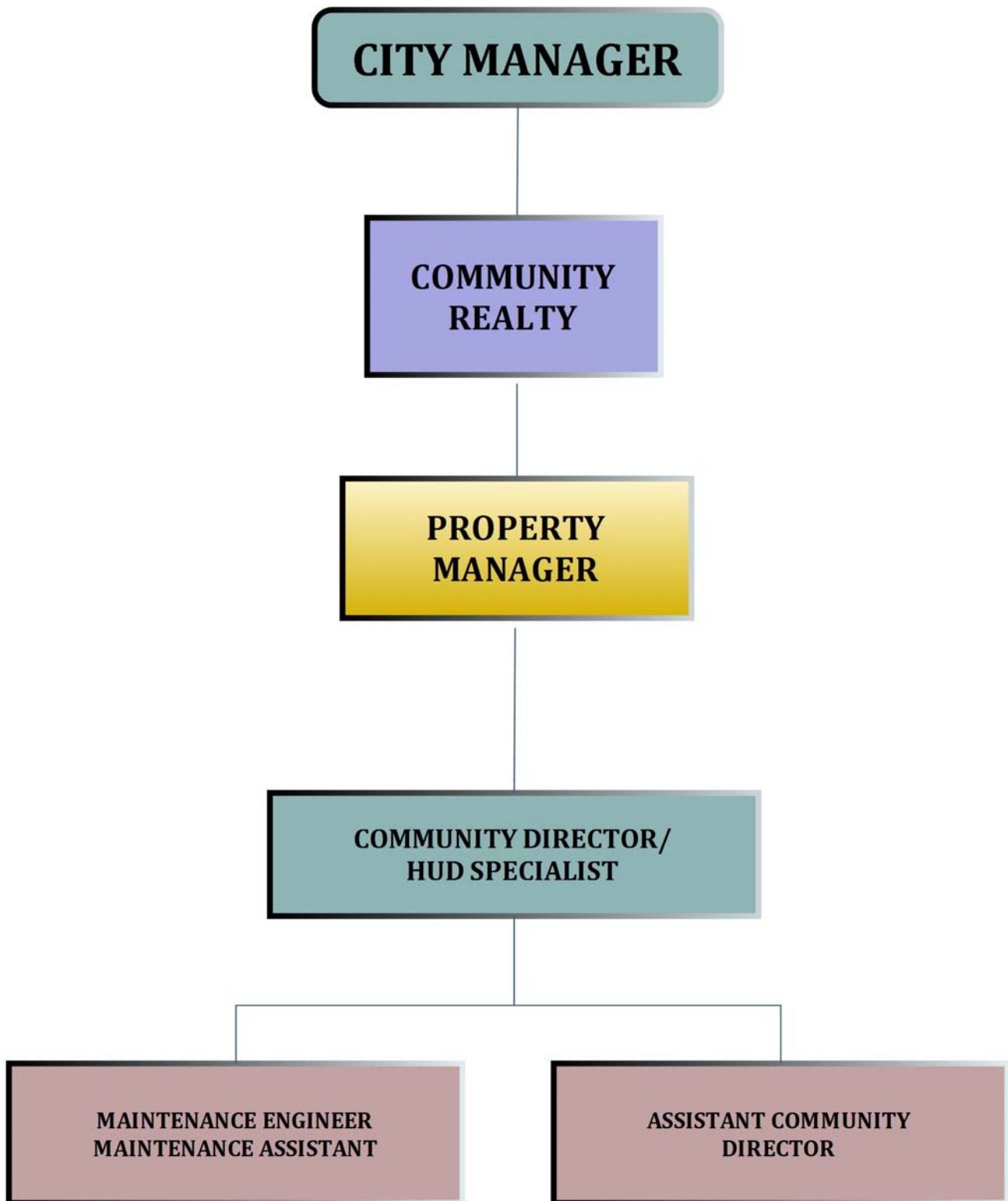
Green Ridge House is a Section 8 property meaning that the rents of its residents are subsidized by the federal government. Currently, the market rent for a unit at Green Ridge House is \$1,188 per month including a utility subsidy of \$27 per month.

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.

Budget Comments

- 1) Costs for providing the Service Coordinator program exceed the federal grant for the program. Funds in the amount of \$21,200 in FY 2015 are budgeted in the Administration section of this budget to cover the excess cost.
- 2) Funds are included to establish wireless access in the Community Room and Living Room.
- 3) The amount set aside for Reserves is \$120,000. A replacement reserve analysis will be completed in FY 2015 to determine if sufficient reserves are being set aside.
- 4) \$77,100 in capital expenses are planned for FY 2015. These include refurbishing the elevator interiors and installing new door glides (\$41,000 - carryover from last year), installation of wireless access (\$9,400), televisions for the 2nd and 3rd floor lobbies (\$600), replacement of three outdoor benches (\$6,000), replacing windows (\$10,000) and continuing the replacement of ranges and refrigerators (\$8,800).

GREEN RIDGE HOUSE



GREEN RIDGE HOUSE Operating Budget	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
REVENUES						
Rental Income						
Federal Section 8 Payment	\$990,627	\$1,046,442	\$1,027,500	\$1,042,100	\$1,051,100	\$1,051,100
Rental Income from Residents	397,641	378,803	438,900	397,700	388,800	388,800
Vacancies	(30,573)	(30,513)	(31,100)	(34,400)	(31,500)	(31,500)
Total Rental Income	\$1,357,695	\$1,394,732	\$1,435,300	\$1,405,400	\$1,408,400	\$1,408,400
Miscellaneous Revenue						
Laundry Machines	\$3,297	\$3,486	\$2,400	\$3,300	\$3,400	\$3,400
Miscellaneous Income	3,789	596	300	450	450	450
Interest Income	101	722	100	50	50	50
Total Miscellaneous	\$7,187	\$4,804	\$2,800	\$3,800	\$3,900	\$3,900
TOTAL REVENUES	\$1,364,882	\$1,399,536	\$1,438,100	\$1,409,200	\$1,412,300	\$1,412,300
EXPENDITURES						
Personnel Expenses	\$193,866	\$227,255	\$253,000	\$246,900	\$260,800	\$260,800
Operating Expenses						
Administration	\$120,818	\$175,171	\$153,300	\$150,100	\$155,300	\$155,300
Utilities	131,857	142,385	130,000	156,000	161,100	161,100
Supplies and Services	36,328	115,011	77,300	154,300	78,300	78,300
Maintenance	339,969	200,936	251,100	173,600	221,900	221,900
Total Operating Expenses	\$628,972	\$633,503	\$611,700	\$634,000	\$616,600	\$616,600
Taxes, Insurance and Debt Expenses						
Real Estate Tax Fee in lieu	\$81,356	\$90,671	\$90,600	\$90,600	\$90,600	\$90,600
Insurance	45,453	116,109	91,500	147,100	144,100	144,100
Principal and Interest	257,702	257,702	257,700	257,700	257,700	257,700
Total Taxes, Interest and Debt Expenses	\$384,511	\$464,482	\$439,800	\$495,400	\$492,400	\$492,400
Replacement Reserve Transfer	\$120,000	\$120,000	\$120,000	\$112,000	\$72,000	\$72,000
TOTAL ALL EXPENDITURES	\$1,327,349	\$1,445,240	\$1,424,500	\$1,488,300	\$1,441,800	\$1,441,800
EXCESS REVENUES OVER/(UNDER) EXPENDITURES	\$37,533	(\$45,704)	\$13,600	(\$79,100)	(\$29,500)	(\$29,500)

GREEN RIDGE HOUSE Reserves	FY 2012 Actual Trans.	FY 2013 Actual Trans.	FY 2014 Adopted Budget	FY 2014 Estimated Trans.	FY 2015 Proposed Budget	FY 2015 Adopted Budget
RESERVE FOR REPLACEMENT						
Balance July 1	\$513,845	\$506,546	\$488,245	\$569,046	\$565,746	565,746
Contributions	96,000	116,817	120,000	112,000	72,000	\$72,000
Interest	101	183	100	100	100	100
Expenditures	(103,400)	(54,500)	(140,700)	(115,400)	(82,100)	(82,100)
Balance June 30	\$506,546	\$569,046	\$467,645	\$565,746	\$555,746	\$555,746
RESIDUAL RECEIPTS						
Balance July 1	\$1,379	\$4,145	\$1,379	\$4,145	\$4,145	\$4,145
Contributions	2,766		0	0	0	0
Interest	0	0	0	0	0	0
Expenditures	0	0	0	0	0	0
Balance June 30	\$4,145	\$4,145	\$1,379	\$4,145	\$4,145	\$4,145
LGIP INVESTMENTS						
Balance July 1	\$364,404	\$364,769	\$365,404	\$365,229	\$275,729	275,729
Contributions	0	0	0	0	0	0
Interest	365	460	1,000	500	500	500
Expenditures	0	0	0	(90,000)	0	0
Balance June 30	\$364,769	\$365,229	\$366,404	\$275,729	\$276,229	\$276,229
ALL RESERVE ACCOUNTS						
Balance July 1	\$879,628	\$875,460	\$855,028	\$938,420	\$845,620	\$845,620
Contributions	98,766	116,817	120,000	112,000	72,000	72,000
Interest	466	643	1,100	600	600	600
Expenditures	(103,400)	(54,500)	(140,700)	(205,400)	(82,100)	(82,100)
Balance June 30	\$875,460	\$938,420	\$835,428	\$845,620	\$836,120	\$836,120