

# GRANTS & CONTRIBUTIONS

Funds are provided in this budget for contributions approved by City Council to non-city and non-recreation oriented organizations, both within and outside Greenbelt, which provide services to the community.

## **BUDGET COMMENTS**

- 1) Prior to FY 2018, the majority of city contributions were budgeted in the Special Events budget (Account 690). These contributions were to recreation oriented organizations. With the new Recognition Group process approved in late 2016, the related contributions have been relocated to this budget.
- 2) Two categories are funded in the below budget. The first is Contributions—Other which consist of funds provided for the Washington Ear (\$1,000), College Park Meals on Wheels (\$2,000) and Greenbelt Intergenerational Volunteer Exchange Service (GIVES) (\$1,000). These groups have previously been funded in this budget.
- 3) The second is Contributions—Recognition Groups which provides funds for the Recognition Group process. For FY 2019, nine groups applied for \$89,700 in operating grants, and four groups are seeking \$9,867 in project grants totaling \$99,567. \$84,200 is budgeted. (These figures include \$8,000 for swim team coaches.)
- 4) A report from the Recognition Group Grant Review Panel is due in late April/early May 2018.



<b>GRANTS &amp; CONTRIBUTIONS Acct. No. 910</b>	<b>FY 2016 Actual Trans.</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Adopted Budget</b>	<b>FY 2018 Estimated Trans.</b>	<b>FY 2019 Proposed Budget</b>	<b>FY 2019 Adopted Budget</b>
OTHER OPERATING EXPENSES						
22 Organizational Leaders						
Swim Coaches	\$0	\$0	\$8,000	\$8,000	8,000	\$8,000
30 Concert Band Conductor	0	0	3,600	3,600	3,600	3,600
68 Contributions - Recognition						
Boys & Girls Club	0	0	15,300	15,300	15,000	15,000
Aquatic Boosters	0	0	500	500	500	500
Greenbelt Concert Band	0	0	400	400	0	500
Greenbelt Little League	0	0	10,000	10,000	10,000	10,000
Greenbelt Arts Center	0	0	34,300	34,300	34,300	34,300
Greenbelt Babe Ruth	0	0	3,800	3,800	2,500	2,500
Greenbelt Senior Softball	0	0	900	900	500	500
New Deal Café Arts	0	0	2,500	2,500	2,500	2,500
Greenbelt Soccer Alliance	0	0	3,000	3,000	3,300	3,800
Boys to Men	0	0	1,000	1,000	0	0
Ctr. For Dynamic Governance	0	0	3,000	3,000	3,000	3,000
CHEARS	0	0	1,500	1,500	1,000	1,000
GEMZ	0	0	0	0	1,500	2,000
Makerspace	0	0	0	0	2,000	2,500
69 Awards & Grants						
GIVES	0	950	1,000	1,000	1,000	1,000
Meals on Wheels	2,000	2,000	2,000	2,000	2,000	3,000
Washington Ear	1,000	1,000	1,000	1,000	1,000	1,000
Miscellaneous	1,000	5,948	2,500	2,500	2,600	1,600
Total	\$4,000	\$9,898	\$94,300	\$94,300	\$94,300	\$96,300
<b>TOTAL GRANTS &amp; CONTRIBUTIONS</b>	<b>\$4,000</b>	<b>\$9,898</b>	<b>\$94,300</b>	<b>\$94,300</b>	<b>\$94,300</b>	<b>\$96,300</b>



# GREENBELT CONNECTION



The city provides a limited transportation service, the Greenbelt Connection, within Greenbelt utilizing a ten-passenger, wheelchair lift-equipped van and an automobile. Current service consists of dial-a-ride service seven days a week. Users call the Public Works Department to arrange a ride, normally 24 hours in advance. The Connection then transports them door-to-door.

The current fee is \$1.00 to seniors and physically challenged individuals, and \$2.00 to all other residents.

Performance Measures	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated	FY 2019 Estimated
Community Questionnaire Scores	<u>2011</u> 4.15	<u>2013</u> n/a	<u>2015</u> n/a	<u>2017</u> n/a
Riders	6,113	7,258	7,200	7,200
Average of Riders per day	17	20	19	19
Mileage	20,979	24,282	24,000	24,000
Full Time Equivalents (FTE)	1.5	1.5	1.5	1.5

## MANAGEMENT OBJECTIVES

- Provide high quality, reliable and responsive service to the Greenbelt community.

<b>GREENBELT CONNECTION Acct. No. 920</b>	<b>FY 2016 Actual Trans.</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Adopted Budget</b>	<b>FY 2018 Estimated Trans.</b>	<b>FY 2019 Proposed Budget</b>	<b>FY 2019 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$77,070	\$66,255	\$68,000	\$68,000	\$68,000	\$68,000
25 Repair/Maintain Vehicles	2,204	4,263	3,000	2,000	3,000	3,000
27 Overtime	266	29	0	1,000	0	0
28 Employee Benefits	26,371	23,702	24,400	24,700	25,200	25,200
<b>Total</b>	<b>\$105,911</b>	<b>\$94,249</b>	<b>\$95,400</b>	<b>\$95,700</b>	<b>\$96,200</b>	<b>\$96,200</b>
<b>OTHER OPERATING EXPENSES</b>						
33 Insurance	\$38	\$38	\$100	\$100	\$100	\$100
38 Communications	1,052	773	500	800	800	800
48 Uniforms	629	356	500	500	500	500
50 Motor Equipment						
Repairs & Maintenance	2,824	5,535	5,500	5,500	5,500	5,500
Vehicle Fuel	5,171	6,685	6,900	7,000	7,600	7,600
<b>Total</b>	<b>\$9,714</b>	<b>\$13,387</b>	<b>\$13,500</b>	<b>\$13,900</b>	<b>\$14,500</b>	<b>\$14,500</b>
<b>TOTAL GREENBELT CONNECTION</b>	<b>\$115,625</b>	<b>\$107,636</b>	<b>\$108,900</b>	<b>\$109,600</b>	<b>\$110,700</b>	<b>\$110,700</b>
<b>REVENUE SOURCES</b>						
Bus Fares	\$6,897	\$7,903	\$7,500	\$7,500	\$7,500	\$7,500
General City Revenues	108,728	99,733	101,400	102,100	103,200	103,200
<b>Total</b>	<b>\$115,625</b>	<b>\$107,636</b>	<b>\$108,900</b>	<b>\$109,600</b>	<b>\$110,700</b>	<b>\$110,700</b>

# GREENBELT MUSEUM

The Greenbelt Museum, located at 10B Crescent Road, opened in October 1987 as part of the city's 50th Anniversary. In March 2016, the city was able to purchase the adjoining home, 10A Crescent Road, from the Dwyer family. The new space will house a Greenbelt visitor center, a research and reading room, collections storage and office space. Consolidation of museum functions at 10A will allow expanded hours for the museum.

The museum is cooperatively run by the Friends of the Greenbelt Museum (FOGM) and the City of Greenbelt. The museum's historic home is open for tours from 1 pm to 5 pm on Sundays and by appointment. The museum creates interpretive exhibits which are on display in the Community Center; the exhibit room is open daily during Community Center hours. The museum's collection contains original Greenbelt furniture, domestic objects and textiles from the 1930s through the 1940s, as well as works of art related to Greenbelt's history. The museum also interprets the historic section of Greenbelt through guided tours and a self-guided walking tour enhanced by interpretive wayside panels.

The museum is staffed by a full-time Museum Director, a part-time Volunteer/Education Coordinator and a part-time Office Manager. The director became a city employee in FY 2001 as part of a grant program from the Maryland Historical Trust. The Volunteer/Education Coordinator position was established in FY 2007, and the Office Manager position was established in FY 2017. Both positions are paid for by FOGM.

## **VISION**

We envision a cooperative society that is inspired and empowered by its awareness of history and uses its knowledge of the past to shape the future.

## **MISSION STATEMENT**

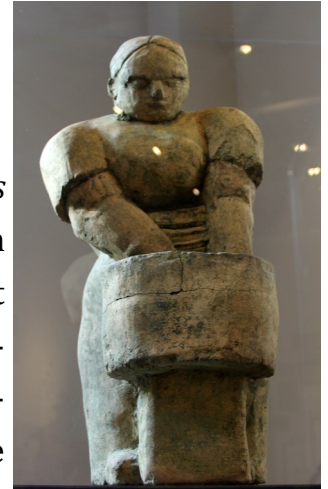
We are a community museum that provides gateways to the New Deal history and living legacy of Greenbelt, Maryland. The Greenbelt Museum inspires residents, students and visitors to explore this planned cooperative community.



## ACCOMPLISHMENTS

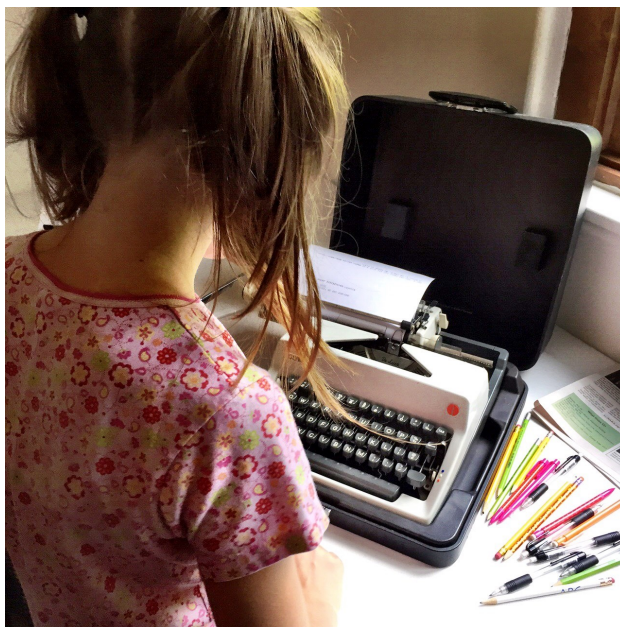
### Exhibits/Programs/Tours

- The Museum's current exhibition, *The Knowing Hands That Carve This Stone: The New Deal Art of Lenore Thomas Straus*, remains on view in the Community Center. The exhibition was supported by a \$5,000 grant from the Maryland Heritage Areas Authority through Maryland Milestones/ATHA, Inc. The exhibition focuses on the sculptor Lenore Thomas Straus, who was a young woman only in her twenties when she carved several landmark works in Greenbelt for the Resettlement Administration in the late 1930s. These sculptures include the seminal pieces "Mother and Child," which is the centerpiece of historic Roosevelt Center, and a series of bas reliefs depicting the Preamble to the U.S. Constitution on the front of the Greenbelt Community Center. The exhibition features information about the artist's life, examples of her work, and includes examples of artists whom she influenced. Programming in conjunction with the exhibit is ongoing. It has included a variety of lectures and children's activities including clay modeling, and creating prints of the artist's sculptures. Work is ongoing on a 10-minute film which will accompany the exhibition and explore the artist's concern with social justice issues.
- Following a major water incident that occurred in October 2016, the museum's historic house re-opened on June 4, 2017. During the time that the house was closed, the city's Public Works and Finance Department's, along with GHI and museum staff worked together to restore the house. After removal of artifacts and thorough drying, the interior of the house was painted with historically accurate colors, the floors were redone, and the carpet was professionally cleaned. Following the interior work, staff returned artifacts and furnishings, and a new security system with water sensors was installed. In lieu of Sunday open hours, the museum offered walking tours on Sundays through December 2016 and continued with normal programming and scheduled group walking tours until the house reopened.
- In July 2017, the museum hosted two BBC Radio reporters who traveled from London to do a piece on Greenbelt as part of a New Deal series. Following a walking tour and tour of the museum house, the reporters interviewed a group of residents who had been children when their families moved into Greenbelt in 1937-8. The museum will announce when the piece will air.



- The Museum Director gave a presentation on house museums as part of a panel at the Old Line State Summit held July 12, 2017, in Annapolis. The conference was organized and sponsored by Preservation Maryland, a non-profit organization that supports architectural preservation across the state.

- Over summer 2017 the museum programmed time for children attending the Recreation Department’s Creative Kids Camp. Campers toured the Museum, took walking tours, typed on vintage typewriters and wrote articles for a mock *Cooperator* article. They washed laundry on washboards and used a clothesline for drying. Some groups also created versions of Lenore Thomas Straus’ bas reliefs using paper, ink and large rubber stamps.



- During the 2017 Labor Day weekend, the Museum offered free walking tours and free tours of the Museum house on Sunday and Labor Day Monday.

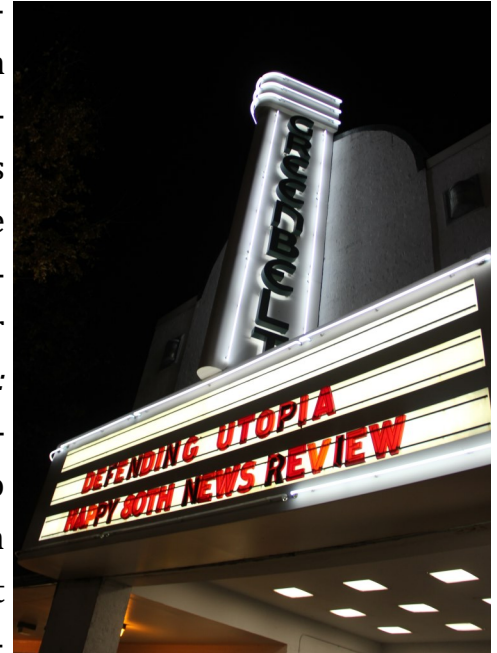
The Retro Town Fair returned and was held on the grounds of 10A Crescent, next door to the museum house. It was well attended and plans are in place for it to continue in FY 2019. The Fair is the museum’s version of the earliest Greenbelt Fairs, in which judges chose the best produce, flowers, crafts and more.

- Deco the Halls, the museum’s annual holiday open house, took place on December 1 at 10B Crescent. The historic house was decorated with vintage holiday decorations including a Christmas tree and a menorah, and free tours were offered. Over 75 people attended the event. Also in December, to commemorate Greenbelt’s 80<sup>th</sup> Anniversary, the museum installed a mini exhibition in the large glass case in the Community Center about Eleanor Roosevelt’s surprise visit to Greenbelt in December of 1937.

- There were several staffing changes at the Museum in 2017. Sheila Maffay-Tuthill, the museum’s Volunteer/Education Coordinator, returned in May from her extended leave which had begun the previous September. FOGM’s short-term assistant director left for a position with the Maryland Historical Trust, and FOGM created a part-time administrative position, which has been filled by Lawana Holland-Moore. Ms. Holland-Moore has a B.A. in History and Journalism from George Washington University and an M.A. in Historic Preservation from Goucher College.



- The 2017 Dorothy Sucher Intern was Greenbelt resident, Angela Forest. She has a B.A. in Journalism from Ohio State University and an M.A. in Library Science from the University of Maryland and has primarily worked on the short Lenore Thomas Straus film that the museum is producing. The Dorothy Sucher Memorial Internship was established in 2012 by Dr. Joseph Sucher, in honor of his late wife who was one of the museum's founders.
- On November 16, the Museum Director participated in a program organized by the *News Review* to celebrate their 80th anniversary. She was one of three speakers to make remarks at the sold out event. The other speakers were Chris Cherry and author and attorney Lee Levine, an expert on the First Amendment. Following the speakers, the paper premiered a documentary that they had commissioned filmmaker Susan Gervasi to make. The documentary, *Defending Utopia: The Greenbelt News Review at 80*, features newsreels, photographs, and interviews with a variety of individuals who speak about the papers history and importance. In addition to being interviewed for the film, the Museum Director met with Gervasi to assist in her research and to share photographs that are part of the Museum collection.
- The Museum Director continued to serve on the Board of Directors of the Maryland Museums Association. Elected in 2015, she will serve for a term of three years. The Maryland Museums Association is an alliance of historical and cultural institutions that collect, hold, interpret, and protect the cultural and material heritage within the State. The association advocates for members by enhancing professionalism in those institutions and individuals, and promoting awareness of museum interests.
- In spring 2018, the museum will again participate in the Greenbelt Elementary Spring Fair and will offer activities highlighting the work of Lenore Thomas Straus as well as information about Greenbelt's history.
- In May, the Museum will participate in area schools' career days which allow students an opportunity to explore how and why museums can be an important part of their communities.
- The first weekend of June, the Museum will offer special programming as part of annual Greenbelt Day celebrations and events.



- The Museum’s popular lecture series continued this year. In July 2017, poet, spoken word artist, and activist, Ty Gray-El, came to speak at Greenbelt. Mr. Gray-El grew up at Langston Terrace Dwellings, a New Deal era housing project built for African Americans, that includes a Lenore Thomas Straus sculpture on its playground. The October lecture was given by photographer Jason Reblando whose new book, *New Deal Utopias*, features Greenbelt, as well



as the two other Green Towns. In January, in lieu of a lecture, the museum co-sponsored an encore screening of *Defending Utopia: The News Review at 80*. In April, the museum will welcome author and Greenbelt scholar Cathy Knepper who, along with Greenbelt artist and resident, Lucy Foronda Dirksen, will introduce their new book, *Patches and the Baby Bunny: An Eleanor Roosevelt Story*. Knepper wrote the book and Dirksen illustrated it.

- Museum staff, along with the FOGM Board, continue to work on the establishment of an Education and Visitor Center at 10A Crescent. Following a request for proposals in late 2017, the FOGM Board selected the non-profit Neighborhood Design Center (NDC) to plan the interior spaces of the house. Once NDC have drafted plans, based on initial input from museum stakeholders, there will be opportunities for public input and a City Council work session. Over the course of FY 2019, the Museum will begin shifting collections to off-site fine art storage, as the museum offices in the Community Center will be vacated.
- Work to support FOGM in a Capital Campaign to raise funds for its portion of the operation of the expanded Museum is also ongoing. In preparing for the Capital Campaign, staff continued to assist FOGM with upgrading the administrative side of the museum. The museum is now utilizing a new membership database and QuickBooks. The director created a new website, and the museum switched from Square to Paypal for payment processing. In addition to assisting in the development of a naming opportunities program for 10A, staff has also applied for multiple grants. The museum has been awarded a Maryland Heritage Area Authority grant for \$50,000 which is a matching grant, requiring FOGM to raise \$37,500 as the match; a Maryland Department of Housing and Community Development Operating Assistance Grant for \$10,000 to support planning and design work for the Education and Visitor Center interior; a Greenbelt Community Foundation grant for \$5,000; and a grant for \$2,500 from Prince George’s County Councilmember Todd M. Turner.

- Walking tours and educational group visits continue to be popular museum activities. Some of the groups who visited Greenbelt this year were landscape architecture students from Penn State, employees from the Eleanor Roosevelt archive at George Washington University, students from the College of Southern Maryland, 80 continuing education students from Anne Arundel Community College, visitors from the German Embassy, members of the Maryland Conference and Visitors Bureau and many others. The Museum was also pleased to meet with and give tours to several authors and scholars: Valerie Tripp, the American Girl author and founder; Amanda Hurley, whose forthcoming book, *Radical Suburbs*, will feature a chapter on Greenbelt, and Dr. Jennifer Minner, an Assistant Professor in the Department of City and Regional Planning at Cornell University.



## **COLLECTIONS/ARCHIVES**

- Over the past year, the museum has added significantly to our oral history collection. Former Assistant Director, Ennis Barbery Smith, trained museum volunteers on how to use the StoryCorps app which is an especially user-friendly method of collecting oral histories. Greenbelt mothers and fathers came to the museum house on their respective holidays to do oral histories with volunteers and/or staff. Barbery Smith did an encore training session for Museum volunteers in January.
- The museum acquired several important artifacts and groups of artifacts which include: household items and local ephemera from the Moran family, a wooden high chair from the Mangum family, household items and ephemera from Ann Wagner and a collection of year-books from the Snoddy family.



- Intern, Isobel Taylorch, a University of Maryland student majoring in Art History, is helping to rehouse and reorganize a significant portion of the museum's photo collection. She is also working on an online exhibition for the museum house featuring Greenbelt photographs and a living history component highlighting women's experiences in early Greenbelt.





## COMMENTS FROM VISITORS TO THE LENORE THOMAS STRAUS EXHIBITION

"A fascinating piece of history we never knew existed! The staff is so delightful and knowledgeable! Thanks!" 8/27/17

"It's always a pleasure to see the historic house. I especially like the fun things you have in the kid's bedroom now. Love the Retro Town Fair! 9/03/2017

"We had a chance to visit the Greenbelt Museum & Historic House and the Exhibition Gallery. What passionate docents and an amazing place. What a gem! My husband really enjoyed it as well, as he grew up in Greenbelt. We hope to be back to visit! 9/4/17

"Many thanks for your time and energy to showcase Greenbelt's rich heritage to our landscape students from Penn State last Friday. Greenbelt made a strong impression on our students and I know they came away with strong new ideas on community and community structures." 1/22/18

<b>Performance Measures</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Estimated</b>	<b>FY 2019 Estimated</b>
Number of Special Tours	28	23	35	35
Participants in Special Tours	600	288	600	600
Number of Sunday Visitors	493	320	500	500
Number of Program Attendees	850	514	1,100	1,100
Number of Exhibit Visitors*	2,200	2,200	2,500	2,500
Number of Volunteer/Intern Hours	4,800	4,800	4,800	4,800
Number of Memberships	325	325	325	325

\* This is an estimate as many visitors do not sign the guest book in the Community Center.

## MANAGEMENT OBJECTIVES

- Continue programming related to current exhibit on Lenore Thomas, entitled *The Knowing Hands That Carve This Stone: The New Deal Art of Lenore Thomas*.
- Continue planning to incorporate the new space at 10A Crescent into museum operations.
- Support the Friends of the Greenbelt Museum in a Capital Campaign to raise funds for its portion of the transformation and operation of the expanded museum.

## **BUDGET COMMENTS**

- 1) Salaries, line 01, shows a 3% merit increase in FY 2017 Actual, FY 2018 Estimated, and FY 2019 Proposed as well as a COLA for each of these fiscal years.
- 2) Line 55, Office Expense, is funding to rent offsite fine arts storage space for the museum collection.
- 3) Funds in Miscellaneous, line 71, in FY 2018 will support the establishment of a visitor and education center at 10A Crescent Road, and the production and installation of a new way-side panel focused on the history of the school building that is now the Dora Kennedy French Immersion School.
- 4) The Friends of the Greenbelt Museum's operating budget for FY 2019 will be \$45,000.

<b>GREENBELT MUSEUM Acct. No. 930</b>	<b>FY 2016 Actual Trans.</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Adopted Budget</b>	<b>FY 2018 Estimated Trans.</b>	<b>FY 2019 Proposed Budget</b>	<b>FY 2019 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$64,211	\$67,146	\$67,300	\$70,500	\$73,300	\$73,300
06 Building Maintenance	0	6,349	0	0	0	0
28 Employee Benefits	33,522	33,066	35,400	35,000	37,700	37,700
<b>Total</b>	<b>\$97,733</b>	<b>\$106,561</b>	<b>\$102,700</b>	<b>\$105,500</b>	<b>\$111,000</b>	<b>\$111,000</b>
<b>OTHER OPERATING EXPENSES</b>						
33 Insurance	\$129	\$69	\$400	\$100	\$100	\$100
34 Other Services - GHI Charges	3,810	11,780	9,500	9,200	9,500	9,500
38 Communications	1,637	1,912	1,600	2,300	2,300	2,300
39 Utilities						
Electric	61	1,178	600	1,500	1,500	1,500
Water & Sewer	336	273	500	400	400	400
46 Maintain Building & Structure	0	939	0	500	500	500
55 Office Expense	0	0	0	0	5,000	5,000
71 Miscellaneous	3,267	7,054	8,300	7,000	7,000	7,000
94 Museum Expansion	204,193	0	0	0	0	0
<b>Total</b>	<b>\$213,433</b>	<b>\$23,205</b>	<b>\$20,900</b>	<b>\$21,000</b>	<b>\$26,300</b>	<b>\$26,300</b>
<b>CAPITAL OUTLAY</b>						
91 New Equipment	\$0	\$1,326	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$1,326</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL GREENBELT MUSEUM</b>	<b>\$311,166</b>	<b>\$131,091</b>	<b>\$123,600</b>	<b>\$126,500</b>	<b>\$137,300</b>	<b>\$137,300</b>



# NON-DEPARTMENTAL

This budget includes funding for miscellaneous and unanticipated expenses that occur during a fiscal year.

## Workers' Compensation Insurance

The city's workers' compensation insurance is with Chesapeake Employers' Insurance Company, formerly Injured Workers' Insurance Fund (IWIF). These expenses have been transferred from individual budgets to this budget, due to a sharp increase for this expenditure in FY 2011. The city's loss experience has improved since then and premiums have declined.

## Other Services

The city is self-insured for unemployment claims. Those expenses are budgeted here.

## Building Maintenance

Funds are set aside in this budget for the carpeting and painting of building interiors.

## Special Programs

Funds budgeted here are for resident use of the University of Maryland shuttle service (\$4,500). Because the Greenbelt Theatre is an integral part of the vitality of the Roosevelt Center, funds have been budgeted here for the Friends of Greenbelt Theatre (\$48,000) to assist and ensure the current operator continues providing vital services to the community.

## Unallocated Appropriation

These monies are budgeted to allow City Council flexibility to approve initiatives that may arise during the fiscal year.

<b>NON-DEPARTMENTAL Acct. No. 990</b>	<b>FY 2016 Actual Trans.</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Adopted Budget</b>	<b>FY 2018 Estimated Trans.</b>	<b>FY 2019 Proposed Budget</b>	<b>FY 2019 Adopted Budget</b>
33 Insurance - Workers' Compensation						
Public Safety	\$381,749	\$395,045	\$427,100	\$436,900	\$450,000	\$405,000
Public Works	221,643	218,587	236,400	243,100	255,000	230,000
Recreation & Parks	12,307	15,868	16,900	17,400	18,000	18,000
<b>Total Workers' Compensation</b>	<b>\$615,699</b>	<b>\$629,499</b>	<b>\$680,400</b>	<b>\$697,400</b>	<b>\$723,000</b>	<b>\$653,000</b>
34 Other Services - Unemployment Ins.	636	(183)	5,000	3,000	3,000	3,000
46 Bldg. Maint. - Painting/Carpeting	7,862	4,083	6,000	6,000	6,000	6,000
58 Special Programs						
Univ. of MD Bus Subsidy	4,452	4,452	4,500	4,500	4,500	4,500
FOGT Subsidy	41,667	35,000	0	60,000	48,000	48,000
Theater Past Due Electric Bill	0	0	4,500	4,500	4,500	0
Homeowner Investment Program	0	0	50,000	10,000	10,000	10,000
Renter's Credit	0	0	0	5,000	5,000	5,000
<b>Total Special Programs</b>	<b>\$46,119</b>	<b>\$39,452</b>	<b>\$59,000</b>	<b>\$84,000</b>	<b>\$72,000</b>	<b>\$67,500</b>
72 Unallocated Appropriation	17,992	19,866	30,900	10,000	50,000	50,000
73 MD State Ret. Agency - Fees	24,083	26,679	27,000	28,000	28,000	28,000
73 Retiree Prescription Subsidy	41,355	27,653	38,000	20,000	20,000	20,000
<b>TOTAL NON-DEPARTMENTAL</b>	<b>\$753,746</b>	<b>\$747,049</b>	<b>\$846,300</b>	<b>\$848,400</b>	<b>\$902,000</b>	<b>\$827,500</b>

# FUND TRANSFERS

Several fund transfer accounts have been established to allocate funds from the General Fund budget to other funds. Monies are budgeted for transfer to the Building Capital Reserve Fund for building maintenance issues, the Capital Projects Fund to pay for capital projects, the Debt Service Fund to meet the city's debt requirements and the Replacement Fund to replace city equipment.

## **Interfund Transfer – Building Capital Reserve Fund**

The city has a substantial investment in facilities such as the Community Center and the Aquatic and Fitness Center. This fund is intended to be a reserve to finance building issues that are too costly to be funded in operating budgets; however, recent economic times have limited the amount of funds actually set aside. \$400,000 is proposed as the FY 2019 transfer.

## **Interfund Transfer – Capital Projects Fund**

This transfer provides funds to address the city's physical infrastructure needs such as street and sidewalk repair. \$800,000 is budgeted as the transfer for FY 2019.

## **Interfund Transfer – Debt Service Fund**

The General Fund will transfer \$805,000 to the Debt Service Fund in FY 2019. The general obligation debt that occurred in FY 2012 will be \$2.3 million as of July 2018. This debt is scheduled to be satisfied in FY 2027 with annual payments of \$317,100. Council has expressed a desire to prepay this debt whenever possible in order to lower the total cost. It is recommended that these discussions occur annually after the close of the fiscal year.

In FY 2014, the unfunded liability in two of the city's retirement plans was refinanced. The annual payment for this refinancing is \$238,100.

The Greenbelt Station tax increment financing debt is expected to be authorized in the autumn of calendar year 2018. The \$256,000 budgeted in the Debt Service Fund will fund this borrowing for approximately two-thirds of the fiscal year. An additional \$150,000+ will be required to fully fund this debt in FY 2020.

## **Interfund Transfer – Replacement Fund**

Funds budgeted here are to support the replacement of the city's vehicles and other equipment. In FY 2019, \$350,000 is proposed to be transferred.

## Interfund Transfer - 2001 Bond Fund

\$300,000 was transferred to the 2001 Bond Fund in FY 2016 for theater renovation costs. It is proposed to transfer \$1,030,000 in FY 2018 to eliminate the deficit in this fund.

FUND TRANSFERS Acct. No. 999	FY 2016 Actual Trans.	FY 2017 Actual Trans.	FY 2018 Adopted Budget	FY 2018 Estimated Trans.	FY 2019 Proposed Budget	FY 2019 Adopted Budget
Operating Transfers to:						
Building Capital Reserve Fund	\$100,000	\$100,000	\$325,000	\$325,000	\$400,000	\$400,000
Capital Projects Fund	616,000	750,000	700,000	700,000	800,000	815,000
Debt Service Fund	555,000	555,000	705,000	705,000	805,000	805,000
Replacement Fund	174,200	200,000	320,000	320,000	350,000	350,000
2001 Bond Fund	300,000	0	0	1,030,000	0	0
<b>TOTAL FUND TRANSFERS</b>	<b>\$1,745,200</b>	<b>\$1,605,000</b>	<b>\$2,050,000</b>	<b>\$3,080,000</b>	<b>\$2,355,000</b>	<b>\$2,370,000</b>

## Fund Transfer History - Building Capital Reserve, Capital Projects & Replacement Funds

Since FY 1992, transfers to these funds as a percent (%) of General Fund expenditures have declined. During this same time, the city added over 115,000 square feet of facilities. In FY 2016, the city began increasing transfers to address deferred and new facility & equipment needs. It is anticipated transfers will need to increase in future years to an annual level of 6-8% of General Fund expenditures to meet the City's capital and equipment needs or dedicated revenue resources will need to be identified. This is expected with the continued expansion of the Capital Improvement Program.

