

# GRANTS & CONTRIBUTIONS

Funds are provided in this budget for contributions approved by City Council to service based oriented organizations that 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). With the new Recognition Group process approved in late 2016, the related contributions have been relocated to this budget.
- 2) Three categories are funded in this budget. Line 68, Contributions - Recognition Groups, provides funding for resident based organizations that provide service to the Greenbelt community.
- 3) Line 69, Grants, consists of funds provided to non-resident organizations that provide services to Greenbelt residents. An additional \$1,600 is allocated for worthy causes not known as of the publication of this document.
- 4) The final category, line 70, is Advisory Boards & Committees. Prior to FY 2020, funds set aside for these citizen groups were dispersed in various departmental budgets. Because there is a greater need and desire to be more proactive by citizen groups, the funding of their initiatives will now be shown together in this budget.



<b>GRANTS &amp; CONTRIBUTIONS Acct. No. 910</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Actual Trans.</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Estimated Trans.</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2020 Adopted Budget</b>
OTHER OPERATING EXPENSES						
22 Organizational Leaders						
Swim Coaches	\$0	\$8,500	\$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	14,995	15,000	15,000	14,000	14,300
Aquatic Boosters	0	500	500	500	500	1,000
Greenbelt Concert Band	0	3,950	500	500	300	0
Greenbelt Youth Baseball	0	10,000	10,000	10,000	12,000	10,000
Greenbelt Arts Center	0	34,300	34,300	34,300	34,300	34,300
Greenbelt Babe Ruth	0	3,800	2,500	2,500	4,000	3,500
Greenbelt Senior Softball	0	960	500	500	800	900
New Deal Café Arts	0	2,500	2,500	2,500	2,800	2,800
Greenbelt Soccer Alliance	0	3,000	3,800	3,800	4,500	4,500
Boys to Men	0	1,000	0	0	0	0
Ctr. For Dynamic Governance	0	3,000	3,000	3,000	3,600	3,600
CHEARS	0	0	1,000	1,000	0	0
GEMZ	0	0	2,000	2,000	2,000	2,000
Makerspace	0	0	2,500	2,500	0	0
<b>Total Contributions</b>	<b>\$0</b>	<b>\$78,005</b>	<b>\$78,100</b>	<b>\$78,100</b>	<b>\$78,800</b>	<b>\$76,900</b>
69 Grants						
GIVES	\$950	\$1,160	\$1,000	\$1,000	\$1,000	\$1,000
Meals on Wheels	2,000	2,000	3,000	3,000	3,000	3,000
Washington Ear	1,000	1,000	1,000	1,000	1,000	1,000
Miscellaneous	5,948	1,226	1,600	1,600	1,600	1,500
<b>Total Grants</b>	<b>\$9,898</b>	<b>\$5,386</b>	<b>\$6,600</b>	<b>\$6,600</b>	<b>\$6,600</b>	<b>\$6,500</b>
70 Advisory & Citizen Groups						
ACE	\$0	\$0	\$0	\$0	\$0	\$18,000
CERT	0	0	0	0	0	1,500
PSAC	0	0	0	0	0	900
CART	0	0	0	0	0	1,500
AAB	0	0	0	0	0	1,000
FPAB	0	0	0	0	0	2,000
<b>Total Advisory &amp; Citizen Groups</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,900</b>
<b>TOTAL GRANTS &amp; CONTRIBUTIONS</b>	<b>\$9,898</b>	<b>\$91,891</b>	<b>\$96,300</b>	<b>\$96,300</b>	<b>\$97,000</b>	<b>\$119,900</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 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 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	7,258	6,945	7,100	7,100
Average of Riders per day	18	20	20	20
Mileage	20,297	22,823	24,000	24,000
Full Time Equivalentents (FTE)	1.5	1.4	1.4	1.4

## MANAGEMENT OBJECTIVES

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

<b>GREENBELT CONNECTION Acct. No. 920</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Actual Trans.</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Estimated Trans.</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2020 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$66,255	\$67,829	\$68,000	\$70,000	\$70,000	\$70,000
25 Repair/Maintain Vehicles	4,263	1,029	3,000	3,000	3,000	3,000
27 Overtime	29	1,611	0	100	100	100
28 Employee Benefits	23,702	24,796	25,200	27,100	27,500	27,500
<b>Total</b>	<b>\$94,249</b>	<b>\$95,265</b>	<b>\$96,200</b>	<b>\$100,200</b>	<b>\$100,600</b>	<b>\$100,600</b>
<b>OTHER OPERATING EXPENSES</b>						
33 Insurance	\$38	\$33	\$100	\$100	\$100	\$100
38 Communications	773	749	800	800	800	800
48 Uniforms	356	380	500	500	500	500
50 Motor Equipment						
Repairs & Maintenance	5,535	5,367	5,500	5,400	5,800	5,800
Vehicle Fuel	6,685	5,346	7,600	5,500	5,500	5,500
<b>Total</b>	<b>\$13,387</b>	<b>\$11,875</b>	<b>\$14,500</b>	<b>\$12,300</b>	<b>\$12,700</b>	<b>\$12,700</b>
<b>TOTAL GREENBELT CONNECTION</b>	<b>\$107,636</b>	<b>\$107,140</b>	<b>\$110,700</b>	<b>\$112,500</b>	<b>\$113,300</b>	<b>\$113,300</b>
<b>REVENUE SOURCES</b>						
Bus Fares	\$7,903	\$7,577	\$7,500	\$7,500	\$7,500	\$7,500
General City Revenues	99,733	99,564	103,200	105,000	105,800	105,800
<b>Total</b>	<b>\$107,636</b>	<b>\$107,140</b>	<b>\$110,700</b>	<b>\$112,500</b>	<b>\$113,300</b>	<b>\$113,300</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.

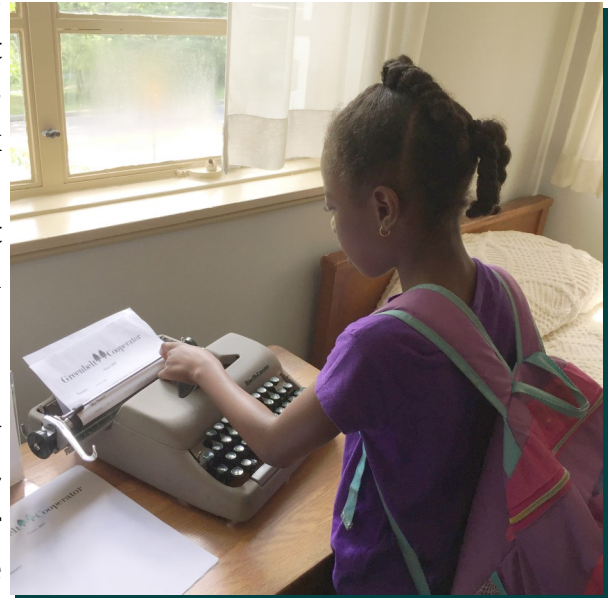
## MISSION STATEMENT

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 exhibit, *The Knowing Hands That Carve This Stone: The New Deal Art of Lenore Thomas Straus*, remains on view in the Community Center. The exhibit 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, Maryland for the Resettlement Administration in the late 1930s. These sculptures include the seminal pieces "Mother and Child," which is the centerpiece of the 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.
- In July 2018, Hannah Hethmon, a Fulbright Fellow and producer of the award-winning podcast, *Museums in Strange Places*, visited Greenbelt for a tour and an interview with the Museum Director. The Museum was featured in her podcast that was aired in November 2018 entitled *A Public Housing Utopia: The Greenbelt Museum*.
- Over summer 2018, the Museum programmed time for children attending one of the Recreation Department's camps. Campers toured the Museum and typed on vintage typewriters. They also 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.
- The Museum helped to celebrate Greenbelt's 80<sup>th</sup> year throughout 2018 in collaboration with the Recreation Department and the Friends of Greenbelt Theatre. In August, the Museum cosponsored a screening of the documentary, *The City* (1939),





which was partially filmed in Greenbelt. Following the screening, the Museum conducted a walking tour of some of the sites featured in the film. In November, the Museum co-sponsored the opening of the exhibit, *The Federal Theatre and Greenbelt*, curated by Chris Cherry of the Recreation Department.

- During the 2018 Labor Day weekend, the Museum offered a free walking tour and free tours of the Museum house on Sunday and Labor Day Monday. Between the two days, over 100 people visited. The Retro Town Fair was held on the grounds of 10A Crescent, next door to the Museum house. A legacy category was included this year. This non-judged category was comprised of family heirlooms and treasures handmade by previous generations. These items were on display inside 10A, the future site of the Museum's Education and Visitor Center. The fair was well attended and plans are in place for it to continue. 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 November 30 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 90 people attended the event. On December 1 and 2 the Museum participated in the juried art and craft fair. The Museum's gift shop offered books about Greenbelt's history, souvenirs, and vintage style toys in a room of the fair set aside for nonprofits.
- In March, Museum staff worked with the Friends of the Greenbelt Museum to sponsor a talk by Randy Cohen, Vice President of Research and Policy for Americans for the Arts. His free talk took place at the Old Greenbelt Theatre and highlighted how arts funding has the potential to transform communities.
- We participated in the Greenbelt Elementary Spring Fair and offered activities highlighting Greenbelt's history. The Education/Volunteer Coordinator participated in area schools' career days which allows students an opportunity to explore how and why museums can be an important part of their communities.

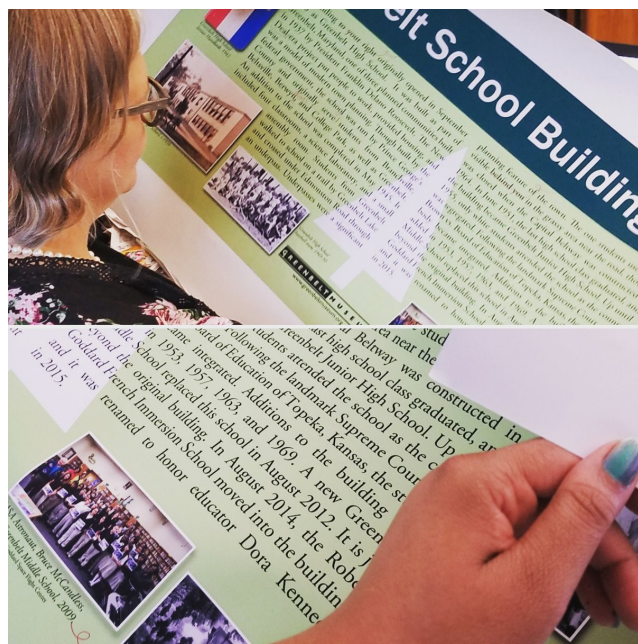


- As a part of the Greenbelt Day celebrations, a new wayside panel, which documents the history of what was Greenbelt's original high school on Edmonston Road, will be installed. Also that weekend, the Museum will offer a special activity at 10A and 10B. Last year, the Museum program centered on citizenship. Visitors learned about Greenbelt's earliest citizens, answered questions from the citizenship test, and created Greenbelt flags.

- The Museum Director worked with several authors. Amanda Hurley visited Greenbelt and interviewed the director. Her book, *Radical Suburbs: Experimental Living on the Fringes of the American City*, features a chapter on Greenbelt and will be released April 9, 2019. Another author, Julie Rodwell, based in Seattle, is working on a book about sustainable cities which will also include a chapter on Greenbelt. John Lingan, a writer whose work has appeared in the *Washington Post Magazine* is also exploring a feature story on Greenbelt.

- The Museum's popular lecture series continued. In July 2018, Aaron Marcavitch, head of the local heritage area, Maryland Milestones, spoke about and signed his new book: *Images of America: Route 1*. The October lecture was given by emerging food historian Elliot Merker and explored immigrant food ways. January's lecture was about Eleanor Roosevelt's advice column, and a new book which collects her wisdom compiled by Mary Jo Binker. The April lecture focused on the history of the nearby Behnke's Nursery.

- Since 2012, when the Museum established an Archive of the African American Experience in Greenbelt as part of the city's 75<sup>th</sup> anniversary celebration, we have been actively pursuing information about African Americans in and around Greenbelt. Research is ongoing about who the African Americans were who lived on the land before Greenbelt was built, the workers who helped in the building of the community and who may have worked here afterwards, documentation pertaining to Greenbelt's segregation, and the community's eventual integration. We were pleased to have Patricia Glaser, an M.A. in Library and Information Science candidate at University of Maryland, completed a practicum with us. She is focusing on African Americans in Greenbelt.



- Museum staffing levels have not changed in FY 2019. FOGM continues to support two part time positions which staff the Museum in addition to the Director, who is a city employee. Sheila Maffay-Tuthill is the Museum’s Volunteer/Education Coordinator and Lawana Holland -Moore is the part-time Office Manager. Once the Visitor and Education Center opens, we anticipate that we will need more staff to successfully operate the expansion.
- The Museum Director served on the Board of Directors of the Maryland Museums Association. 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.
- Museum staff, along with the FOGM Board, continued to work on the establishment of an Education and Visitor Center at 10A Crescent. The city acquired the home next door to the Museum house in March 2016. For much of 2017, the Museum was recovering from the late 2016 flood that damaged 10B Crescent. Despite that delay, the project is progressing. In spring and early summer, Museum staff and the Board worked with the non-profit Neighborhood Design Center (NDC) to plan the interior spaces of the future Education and Visitor Center. A draft of NDC’s conceptual renderings was shared at an April event where community stakeholders gave feedback. The final conceptual plans have been on display at 10A Crescent since September 2018. FOGM is now circulating a request for proposals from architecture/engineering firms who will create engineering drawings. After input from City Council, these drawings will be used by a contractor in the final phase of the project, during which the space will be transformed.
- In spring 2019, the Museum began shifting its collections to off-site fine art storage, as the museum offices in the Community Center will be vacated. Once completed, 10A Crescent Road will provide space for the Museum to expand and will feature facilities for additional programming and museum education. It will also house a Greenbelt visitor center, a research and reading room, collections storage and office space. Consolidation of museum functions at 10A will also allow the museum to expand open hours. The Museum frequently uses the space, despite the fact that 10A has not yet become the Education and Visitor Center. The majority of walking tour groups start their tours there, many museum and FOGM meetings take place there, some portion of the collection is temporarily stored on the second floor, and it is utilized for Museum events such as Deco the Halls and Retro Town Fair.
- The bulk of funds to transform 10A into a visitor center are currently being raised by FOGM through a capital campaign. The Director is working closely with the FOGM Board to achieve the goals of the campaign. In addition to assisting in the development of a naming opportunities program for 10A, the director has also applied for multiple grants. Work is ongoing to raise the \$37,500 match for a grant from the Maryland Heritage Area Authority for \$50,000.

Work is also ongoing on community investment tax credits issued by the Maryland Housing and Community Development. Other grants previously awarded include 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 Turner. FOGM and staff have also applied for a \$50,000 Prince George's County Community Impact Grant.

- Walking tours and educational group visits continue to be popular museum activities. Some of the groups who visited Greenbelt this year were a local chapter of the Daughters of the American Revolution; fifty residents from our sister city, Greendale, Wisconsin; Goucher students studying cultural sustainability; landscape architecture students from Penn State; employees from the Eleanor Roosevelt archive at George Washington University; students from the College of Southern Maryland; senior citizens from Vanguard House; and attorneys from the National Trust for Historic Preservation.



## COLLECTIONS/ARCHIVES

- In fall 2018, the Museum worked with University of Maryland student Patricia Glaser, who, as part of her coursework towards a Master's in Library Science, developed a much needed Digital Preservation Policy for the Museum. The policy provides an excellent roadmap for best practices in digitization and subsequent storage of digital resources.
- In January, two professional archivists employed at the National Archives II in College Park, Maryland, offered to volunteer with the Museum as they were furloughed during the partial government shut down. They worked throughout the furlough processing a backlog of items that needed to be incorporated into the Museum's archives. The items included documents, letters, maps, newspaper clippings, brochures, etc. In addition, they updated the Museum archives finding aid to include the new additions.
- In spring 2019, the Museum prepared collection items to be secured in an off-site fine art storage facility in preparation for the eventual move of offices to the Visitor and Education Center at 10A Crescent.
- The Museum acquired several important artifacts this year which include holiday items, vintage clothing, photographs and household items.



## COMMENTS FROM VISITORS TO THE LENORE THOMAS STRAUS EXHIBITION

“Our family of 4 (2 adults and 2 small kids) had a great time on the tour. We felt like we stepped back in time. Thanks for letting us experience the little utopian community that is Greenbelt. We hope to go back for the winter holiday time! Can’t wait to see the decorations. 7/22/18

“So excited to be part of this community and very impressed with this living history.” 11/18/18

"Enjoyed tour. Very interesting and relevant today for thinking about green living and affordable housing. Thanks. 2/17/19

<b>Performance Measures</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Estimated</b>
Number of Special Tours	23	32	30	30
Participants in Special Tours	288	732	735	700
Number of Sunday Visitors	320	493	500	500
Number of Program Attendees	514	1,171	1,200	1,200
Number of Exhibit Visitors*	2,200	2,200	2,400	2,400
Number of Volunteer/Intern Hours	4,800	4,800	4,800	4,800
Number of Memberships	175	124	150	150
* This is an estimate as many visitors do not sign the guest book in the Community Center.				

## MANAGEMENT OBJECTIVES

- 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.
- Prepare and move collection items into off-site storage.



## **BUDGET COMMENTS**

- 1) Line 55, Office Expense, is funding to rent offsite fine arts storage space for the museum collection.
- 2) Funds in Miscellaneous, line 71, FY 2019 will also support the establishment of a visitor and education center at 10A Crescent and to prepare the museum collection for its move to off-site fine art storage.
- 3) The Friends of the Greenbelt Museum's operating budget for FY 2020 will be \$48,600.

<b>GREENBELT MUSEUM Acct. No. 930</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Actual Trans.</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Estimated Trans.</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2020 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$67,146	\$70,279	\$73,300	\$73,800	\$77,100	\$77,100
06 Building Maintenance	6,349	131	0	0	0	0
28 Employee Benefits	33,066	35,052	37,700	36,800	40,500	40,500
<b>Total</b>	<b>\$106,561</b>	<b>\$105,463</b>	<b>\$111,000</b>	<b>\$110,600</b>	<b>\$117,600</b>	<b>\$117,600</b>
<b>OTHER OPERATING EXPENSES</b>						
33 Insurance	\$69	\$66	\$100	\$100	\$100	\$100
34 Other Services - GHI Charges	11,780	6,739	9,500	9,800	10,000	10,000
38 Communications	1,912	1,934	2,300	2,300	2,300	2,300
39 Utilities						
Electric	1,178	2,118	1,500	1,600	1,600	1,600
Water & Sewer	273	357	400	400	400	400
46 Maintain Building & Structure	939	513	500	500	500	500
55 Office Expense	0	120	5,000	2,000	6,000	6,000
71 Miscellaneous	7,054	4,823	7,000	7,000	3,000	3,000
<b>Total</b>	<b>\$23,205</b>	<b>\$16,670</b>	<b>\$26,300</b>	<b>\$23,700</b>	<b>\$23,900</b>	<b>\$23,900</b>
<b>CAPITAL OUTLAY</b>						
91 New Equipment	\$1,326	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$1,326</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL GREENBELT MUSEUM</b>	<b>\$131,091</b>	<b>\$122,133</b>	<b>\$137,300</b>	<b>\$134,300</b>	<b>\$141,500</b>	<b>\$141,500</b>

# NON-DEPARTMENTAL

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

## Workers' Compensation Insurance

In search of improved service at a reduced cost, the city transferred its workers' compensation insurance to Key Insurance, a North Carolina based company. FY 2019 expenditures are estimated to be approximately \$169,500 (24.6%) lower than a year earlier. A 4% increase is budgeted for FY 2020.

## Other Services

The city self-insures unemployment claims. Those expenses are budgeted here.

## Special Programs

The Greenbelt Theatre is an integral part of the Roosevelt Center. Therefore, funds have been budgeted to subsidize the Friends of Greenbelt Theatre (\$50,000) to ensure the current operator continues providing first-run and artistic films for the community at a reasonable cost.

In prior fiscal years, funds were budgeted to subsidize resident use of the University of Maryland shuttle service. This funding (\$4,500) is not included in the FY 2020 budget due to declining ridership.

## Renter and Homeowner Investment Programs

Monies are allocated to assist low income renters (\$5,000). The city "piggybacks" on a state program with a 50% match. Prince George's County matches an additional 50%.

The Homeowner Investment Program (\$10,000) assists Greenbelters who desire to age in place the necessary equipment to assist daily activities, e.g. walk-in tubs, hand rails, etc.

## Unallocated Appropriation

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

NON-DEPARTMENTAL Acct. No. 990	FY 2017 Actual Trans.	FY 2018 Actual Trans.	FY 2019 Adopted Budget	FY 2019 Estimated Trans.	FY 2020 Proposed Budget	FY 2020 Adopted Budget
33 Insurance - Workers' Compensation						
Public Safety	\$395,045	\$433,069	\$405,000	\$317,950	\$330,000	\$330,000
Public Works	218,587	239,687	230,000	187,750	195,000	195,000
Recreation & Parks	15,868	17,169	18,000	14,700	16,000	16,000
<b>Total Workers' Compensation</b>	<b>\$629,499</b>	<b>\$689,925</b>	<b>\$653,000</b>	<b>\$520,400</b>	<b>\$541,000</b>	<b>\$541,000</b>
34 Other Services - Unemployment Ins.	(183)	413	3,000	1,000	1,000	1,000
46 Bldg. Maint. - Painting/Carpeting	4,083	6,202	6,000	6,000	6,000	6,000
58 Special Programs						
Univ. of MD Bus Subsidy	4,452	4,452	4,500	4,500	0	0
FOGT Subsidy	35,000	60,000	48,000	48,000	50,000	128,500
Theater Past Due Electric Bill	0	4,500	0	0	0	0
Homeowner Investment Program	0	0	10,000	10,000	10,000	10,000
Renter's Credit	0	4,682	5,000	5,000	5,000	5,000
Miscellaneous	0	1,800	4,500	4,500	4,500	4,500
<b>Total Special Programs</b>	<b>\$39,452</b>	<b>\$75,434</b>	<b>\$72,000</b>	<b>\$72,000</b>	<b>\$69,500</b>	<b>\$148,000</b>
72 Unallocated Appropriation	19,866	3,397	45,500	35,000	22,200	22,200
73 MD State Ret. Agency - Fees	26,679	31,558	28,000	30,000	28,400	28,400
73 Retiree Prescription Subsidy	27,653	16,740	20,000	20,000	20,000	20,000
<b>TOTAL NON-DEPARTMENTAL</b>	<b>\$747,049</b>	<b>\$823,668</b>	<b>\$827,500</b>	<b>\$684,400</b>	<b>\$688,100</b>	<b>\$766,600</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

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. Since General Fund revenues are expected to exceed expenditures, it is recommended an additional \$100,000 be transferred in FY 2019. \$475,000 is proposed as the FY 2020 transfer.

## Interfund Transfer – Capital Projects Fund

This transfer provides funds to address the city's physical infrastructure needs such as street and sidewalk repair. Since General Fund revenues are expected to exceed expenditures, it is recommended an additional \$100,000 be transferred in FY 2019. \$820,000 is budgeted as the transfer for FY 2020.

## Interfund Transfer – Debt Service Fund

It is proposed to transfer \$817,000 to the Debt Service Fund from the General Fund in FY 2020. The 2001 Bond Fund debt balance will be \$2,047,257 as of July 2019. This debt is scheduled to be satisfied in FY 2027 with annual payments of \$317,100. In FY 2014, the unfunded liability in two of the city's retirement plans was refinanced. As of July 2019, the balance of this debt will be \$2,405,679. The annual payment for this refinancing is \$238,100.

Two new debt instruments will be incurred soon. First, the Tax Increment Financing (TIF) for Greenbelt Station is expected to be finalized in April 2019. Second, the Greenbelt Lake Dam reconstruction is expected to be completed in December 2019. In 2017, voters approved borrowing funds through a low-interest state loan for this project. It should be noted that the General Fund transfer to the Debt Service Fund is estimated to increase \$193,000 to \$1,010,000 in FY 2021, and an additional \$85,000 to \$1,095,000 in FY 2022.



## Interfund Transfer – Replacement Fund

Funds budgeted here are to support the replacement of the city’s vehicles and other equipment. In FY 2020, \$360,000 is proposed to be transferred.

## Interfund Transfer – Special Projects—Economic Development

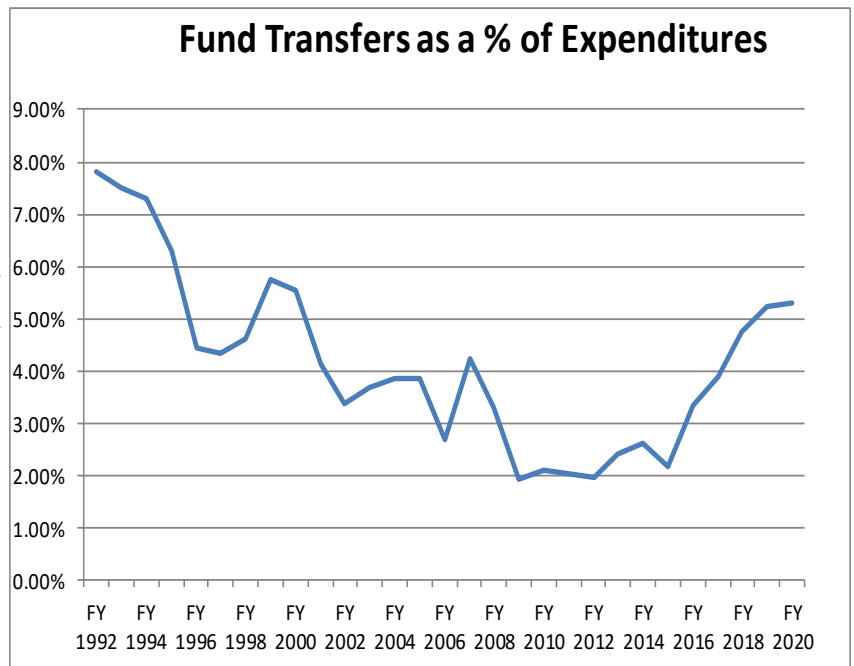
This transfer provides funding for a new Economic Development fund. \$52,000 is proposed in FY 2019 and \$25,000 is proposed for 2020.

<b>FUND TRANSFERS Acct. No. 999</b>	<b>FY 2017 Actual Trans.</b>	<b>FY 2018 Actual Trans.</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Estimated Trans.</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2020 Adopted Budget</b>
Operating Transfers to:						
Building Capital Reserve Fund	\$100,000	\$335,000	\$400,000	\$595,000	\$475,000	\$475,000
Capital Projects Fund	750,000	700,000	815,000	915,000	820,000	820,000
Debt Service Fund	555,000	705,000	805,000	805,000	817,000	817,000
Replacement Fund	200,000	320,000	350,000	350,000	360,000	360,000
Special Projects - Econ. Dev.	0	0	0	52,000	25,000	25,000
2001 Bond Fund *	0	1,028,670	0	0	0	0
<b>TOTAL FUND TRANSFERS</b>	<b>\$1,605,000</b>	<b>\$3,088,670</b>	<b>\$2,370,000</b>	<b>\$2,717,000</b>	<b>\$2,497,000</b>	<b>\$2,497,000</b>

\* The FY 2018 transfer eliminated the deficit in the 2001 Bond Fund. As a result, The fund was closed at the end of the fiscal year.

## 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 and 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. The FY 2020 level is 5.24%. In order to reach the 6-8% level in FY 2020, an additional \$238-861,000 would be needed.

