

Fiscal Year 2022



OTHER FUNDS

SPECIAL REVENUE FUNDS: Includes 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

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 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 2022.

CEMETERY FUND Fund 104	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
BALANCE AS OF JULY 1	<u>\$89,455</u>	<u>\$91,048</u>	<u>\$91,348</u>	<u>\$91,348</u>	<u>\$92,048</u>	<u>\$92,048</u>
REVENUES						
470000 Interest	\$1,593	\$1,083	\$1,500	\$100	\$100	\$100
480000 Other - Service Fees	0	200	600	600	600	600
TOTAL REVENUES	<u>\$1,593</u>	<u>\$1,283</u>	<u>\$2,100</u>	<u>\$700</u>	<u>\$700</u>	<u>\$700</u>
EXPENDITURES						
490000 Interfund Transfer - General Fund	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
BALANCE AS OF JUNE 30	\$91,048	\$92,331	\$93,448	\$92,048	\$92,748	\$92,748

DEBT SERVICE FUND

This fund accounts for the payment of the principal and interest on the city's outstanding debt. Section 55 of the City Charter places a four percent limit (4%) of the assessed valuation for real estate for the amount of bonds that may be issued by the city. The city's assessed valuation as of July 1, 2021 will be \$2.5 billion. Therefore, the debt limit in FY 2022 is \$101.2 million. At the beginning of FY 2022, the city's estimated outstanding debt will be approximately \$11.3 million or 0.45% of the city's assessed valuation.

In FY 2022, the city's debt portfolio consists of four borrowings: (1) the 2020 Refunding Bond A (2001 Bond Issue) and (2) the 2020 Refunding Bond B (financing of an unfunded liability for Maryland State Retirement initiated in FY 2014), (3) the Tax Increment Financing (TIF) for the Greenbelt Station neighborhood, which was incurred in 2019, and (4) the Greenbelt Lake Dam reconstruction, which was incurred in April 2020.

The TIF debt must be fully funded by one-half of the real estate tax revenue from residential property in Greenbelt Station. For FY 2022, the estimated assessments attributable to the Greenbelt TIF are \$269,349,800 or \$2,228,870 in real estate tax revenue. Therefore, the \$456,000 budgeted for the TIF debt payment in FY 2022 is considerably lower than 50% of the TIF revenue. The interest rate for the TIF is 3.24%.

The borrowing approved by referendum for the Greenbelt Lake Dam was finalized in April 2020.

BUDGET COMMENTS

- 1) In FY 2021 the City refinanced the outstanding debt for the 2001 Bond Issue and the MSRPA Unfunded liability to take advantage of significantly lower interest rates. The rate on the 2001 debt went from 2.93% to 0.85% and the MSRPS.
- 2) The fund balance in the Debt Service Fund is estimated to be \$56,000 at the end of FY 2022.
- 3) The fund transfer will need to increase to an estimated \$1,052,900 (a \$42,900 increase) in future years once the fund balance is exhausted.

DEBT SERVICE FUND Fund 201	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	\$162,444	\$337,268	\$99,068	\$119,207	\$97,907	\$97,907
REVENUES						
470000 Interest Investments	\$9,252	\$13,869	\$3,200	\$1,000	\$500	\$500
485000 Loan Proceeds			0	4,097,300	0	0
490000 General Fund Transfer	805,000	817,000	1,010,000	1,010,000	1,010,000	1,010,000
TOTAL REVENUE & FUND TRANSFERS	\$814,252	\$830,869	\$1,013,200	\$5,108,300	\$1,010,500	\$1,010,500
EXPENDITURES						
General Obligation						
895 2001 Bond Issue						
96 Principal	\$251,971	\$259,404	\$267,400	\$1,794,000	\$0	\$0
97 Interest	65,081	57,648	49,700	11,400	0	0
Total	\$317,052	\$317,052	\$317,100	\$1,805,400	\$0	\$0
897 Unfunded Liability						
96 Principal	\$107,483	\$113,320	\$119,500	\$2,292,400	\$0	\$0
97 Interest	130,611	124,774	118,600	22,500	0	0
Total	\$238,094	\$238,094	\$238,100	\$2,314,900	\$0	\$0
89X 2020 Refunding Bond A						
34 Other Services				\$34,800	\$0	\$0
96 Principal				242,600	292,700	292,700
97 Interest				4,300	11,900	11,900
Total				\$281,700	\$304,600	\$304,600
89X 2020 Refunding Bond B						
34 Other Services				\$34,700	\$0	\$0
96 Principal				134,000	162,500	162,500
97 Interest				9,200	29,400	29,400
Total				\$177,900	\$191,900	\$191,900
898 Lake Dam						
34 Other Services	\$0	\$27,719	\$3,600	\$3,200	\$3,200	\$3,200
96 Principal	0	0	89,200	89,200	89,600	89,600
97 Interest	0	932	7,200	5,300	7,100	7,100
Total	\$0	\$28,651	\$100,000	\$97,700	\$99,900	\$99,900
899 Greenbelt West TIF						
34 Other Services	\$9,950	\$19,131	\$6,000	\$6,000	\$10,000	\$10,000
96 Principal	45,749	244,789	252,800	252,800	261,200	261,200
97 Interest	28,583	201,213	193,200	193,200	184,800	184,800
Total	\$84,282	\$465,133	\$452,000	\$452,000	\$456,000	\$456,000
TOTAL EXPENDITURES	\$639,428	\$1,048,930	\$1,107,200	\$5,129,600	\$1,052,400	\$1,052,400
FUND BALANCE AS OF JUNE 30	\$337,268	\$119,207	\$5,068	\$97,907	\$56,007	\$56,007

BOND PRINCIPAL & INTEREST PAYMENT SCHEDULE

FY	All Debt		2020 Refunding Bond A (2001 Bond Fund)		2020 Refunding Bond B (MSRA Unfund Liability)		Greenbelt Station Tax Increment Financing		Greenbelt Lake Dam Repair	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2022	\$805,912	\$233,133	\$292,687	\$11,849	\$162,470	\$29,389	\$261,154	\$184,835	\$89,601	\$7,060
2023	819,646	219,398	295,185	9,350	164,760	27,099	269,742	176,247	89,959	6,702
2024	833,720	205,324	297,705	6,830	167,083	24,776	278,613	167,376	90,319	6,342
2025	848,141	190,904	300,247	4,289	169,439	22,420	287,775	158,214	90,680	5,981
2026	862,919	176,125	302,810	1,726	171,827	20,031	297,239	148,750	91,043	5,618
2027	624,330	162,059	51,660	220	174,250	17,609	307,013	138,976	91,407	5,254
2028	585,590	148,919			176,707	15,152	317,110	128,879	91,773	4,888
2029	598,876	135,633			179,198	12,661	327,538	118,451	92,140	4,521
2030	612,543	121,967			181,725	10,134	338,309	107,680	92,509	4,153
2031	626,601	107,909			184,287	7,572	349,435	96,554	92,879	3,783
2032	641,061	93,408			186,885	4,934	360,926	85,063	93,250	3,411
2033	655,938	78,571			189,520	2,339	372,795	73,194	93,623	3,038
2034	551,359	64,104			72,306	506	385,055	60,934	93,998	2,664
2035	492,091	50,560					397,717	48,272	94,374	2,288
2036	505,548	37,102					410,797	35,192	94,751	1,910
2037	519,436	23,214					424,306	21,683	95,130	1,531
2038	533,770	8,881					438,259	7,730	95,511	1,151
2039	95,893	769							95,893	769
2040	96,276	385							96,276	385
Total	\$11,309,650	\$2,058,366	\$1,540,294	\$34,264	\$2,180,457	\$194,622	\$5,823,783	\$1,758,030	1,765,116	\$71,450

(1) This is a **non-taxable** debt issuance with an interest rate of 0.85%.

(2) This is a **taxable** debt issuance with a interest rate of 1.40%

(3) This is a **non-taxable** debt issuance with an interest rate of 3.24%.

(4) This loan has an interest rate of 0.40%.

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.

Prior to FY 2003, an amount equal to three (3) cents on the tax rate (\$162,900 in FY 2002) was budgeted in the General Fund budget to be transferred here. 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) It is recommended that a Code Enforcement sedan be replaced with an electric sedan.
- 2) An aerial lift truck (\$205,000), a 4X4 pick-up truck (\$39,500) and a dump body (\$16,000) are proposed for replacement under Multi-Purpose Equipment.
- 3) It is proposed to replace the Police Department Digital Recording System \$18,500 and automated external defibrillators at a cost of \$13,000.
- 4) Under Animal Control, a small hybrid SUV is recommended for replacement.
- 5) Under Parks, it is proposed to replace a 4X4 pick-up truck (\$37,500) and a tractor (\$55,000).
- 6) It is estimated the Replacement Fund will begin Fiscal Year 2022 with a fund balance of \$754,697 and end at \$616,297. There are a number of costly vehicles and equipment items scheduled to be purchased in the next three years including dump trucks and communications equipment, so maintaining a sufficient fund balance reserve is necessary.

Items to be Purchased

Community Development

Electric Sedan (712) \$38,000

Multi-Purpose Equipment

4X4 Pickup Truck (113) \$39,500

New Dump Truck Body (126) \$16,000

Bucket Truck (147) \$205,000

Police

Digital Recording System \$18,500

Automated External Defibrillators \$13,000

Animal Control

Small Hybrid SUV (704) \$26,300

Parks

4X4 Pickup Truck (408) \$37,500

Tractor & Equipment \$55,000

Total Proposed Expenditures **\$448,800**

REPLACEMENT FUND Fund 105	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$372,921</u>	<u>\$296,229</u>	<u>\$763,329</u>	<u>\$302,597</u>	<u>\$754,697</u>	<u>\$754,697</u>
REVENUES						
470000 Interest on Investments	\$6,115	\$4,564	\$6,000	\$400	\$400	\$400
480000 Ins./Auc. Proceeds	56,920	2,584	20,000	10,000	10,000	10,000
480000 Payments from Other Cities	0	0	0	0	0	0
490000 Interfund Transfer - General Fund	350,000	360,000	0	441,700	300,000	300,000
TOTAL REVENUE & FUND TRANSFERS	<u>\$413,035</u>	<u>\$367,148</u>	<u>\$26,000</u>	<u>\$452,100</u>	<u>\$310,400</u>	<u>\$310,400</u>
EXPENDITURES						
91 New Equipment						
145 Information Technology	\$0	\$53,049	\$0	\$0	\$0	\$0
220 Community Development	38,162	0	0	0	38,000	38,000
310 Police	33,708	4,689	0	0	31,500	31,500
330 Animal Control	0	0	0	0	26,300	26,300
410 Public Works Admin.	36,941	34,260	0	0	0	0
420 Multi-Purpose Equipment	100,821	150,367	0	0	260,500	260,500
445 Street Cleaning	597	0	0	0	0	0
450 Waste Collection	180,174	0	0	0	0	0
610 Recreation	0	34,799	0	0	0	0
650 Aquatic & Fitness Center	20,847	0	0	0	0	0
660 Community Center	0	0	0	0	0	0
700 Parks	13,524	83,616	0	0	92,500	92,500
920 Greenbelt Connection	64,953	0	0	0	0	0
990 Non Departmental	0	0	0	0	0	0
TOTAL EXPENDITURES	<u>\$489,727</u>	<u>\$360,780</u>	<u>\$0</u>	<u>\$0</u>	<u>\$448,800</u>	<u>\$448,800</u>
BALANCE AS OF JUNE 30	<u>\$296,229</u>	<u>\$302,597</u>	<u>\$789,329</u>	<u>\$754,697</u>	<u>\$616,297</u>	<u>\$616,297</u>

<u>Veh #</u>	<u>Department/Item</u>	<u>Year</u> <u>Purch.</u>	<u>Repl.</u> <u>Year</u>	<u>Original</u> <u>Cost</u>	<u>Replace</u> <u>Cost</u>	<u>Est.</u> <u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	<u>FY 2030</u>	<u>FY 2031</u>
	Administration															
2	Dodge Grand Caravan	2017	2029	29,332	38,100	0	0	0	0	0	0	0	0	38,100	0	0
	Subtotal			29,332	38,100	0	0	0	0	0	0	0	0	38,100	0	0
	Community Development															
712	Ford Focus	2009	2022	11,427	38,000	0	38,000	0	0	0	0	0	0	0	0	0
727	Chevy Bolt - Electric	2018	2029	36,941	48,000	0	0	0	0	0	0	0	0	48,000	0	0
728	Chevy Bolt - Electric	2019	2030	38,162	49,600	0	0	0	0	0	0	0	0	0	49,600	0
	Subtotal			86,530	135,600	0	38,000	0	0	0	0	0	0	48,000	49,600	0
	Police Department															
	Police Radio System	2011	2025	729,700	500,000	0	0	0	0	500,000	0	0	0	0	0	0
	Voice Logging Recorder	2011	2022	22,327	18,500	0	18,500	0	0	0	0	0	0	0	0	0
	Handguns	2019	2029	33,708	40,500	0	0	0	0	0	0	0	0	40,500	0	0
	Pro-Tec Raid Vests	2015	2026	16,067	20,900	0	0	0	0	20,900	0	0	0	0	0	0
	ETIX Equipment		Var.		54,000	0	0	18,000	18,000	18,000	0	0	0	0	0	0
	TRUSPEED Laser	2014	2026	7,300	12,000	0	0	0	0	0	12,000	0	0	0	0	0
726	Ford Fusion Hybrid	2014	2026	24,577	32,000	0	0	0	0	0	32,000	0	0	0	0	0
	Live Scan	2014	2023	33,283	35,000	0	0	35,000	0	0	0	0	0	0	0	0
	Automated External Defibrillators	2014	2022	12,596	13,000	0	13,000	0	0	0	0	0	0	0	0	0
	Subtotal			879,558	725,900	0	31,500	53,000	18,000	518,000	64,900	0	0	40,500	0	0
	Animal Control															
704	Ford Escape SUV	2008	2022	25,276	26,300	0	26,300	0	0	0	0	0	0	0	0	0
799	Ford Cargo Van w/Cage package	2002	2023	26,039	38,000	0	0	38,000	0	0	0	0	0	0	0	0
	Subtotal			51,315	64,300	0	26,300	38,000	0	0	0	0	0	0	0	0
	Public Works Administration															
106	Chevy Bolt - Electric	2020	2031	34,259	44,500	0	0	0	0	0	0	0	0	0	0	44,500
104	Ford Explorer	2016	2027	25,794	33,500	0	0	0	0	0	0	33,500	0	0	0	0
105	Chevy Bolt - Electric	2019	2030	36,941	48,000	0	0	0	0	0	0	0	0	0	48,000	0
	Repeater - Channel 1 & 3	2004	2023	40,000	46,000	0	0	46,000	0	0	0	0	0	0	0	0
	Subtotal			136,994	172,000	0	0	46,000	0	0	0	33,500	0	0	48,000	44,500
	Multi-Purpose Equipment															
123	Ford 550 Dump Truck	2020	2031	84,100	109,900	0	0	0	0	0	0	0	0	0	0	109,900
112	Ford Roll Back Truck	1993	2023	25,927	37,000	0	0	37,000	0	0	0	0	0	0	0	0
113	4X4 ¾Ton Pick-up Truck	2006	2022	18,314	39,500	0	39,500	0	0	0	0	0	0	0	0	0
114	4X4 ¾Ton Pickup	2020	2031	34,085	44,300	0	0	0	0	0	0	0	0	0	0	44,300
118	Ford 4X4 F350 Crew Cab	2014	2026	30,256	39,300	0	0	0	0	0	39,300	0	0	0	0	0
120	Skid Steer Loader	2019	2030	65,063	84,600	0	0	0	0	0	0	0	0	0	84,600	0
121	Ford F250 4X4 ¾Ton Pickup	2017	2028	34,500	42,900	0	0	0	0	0	0	0	42,900	0	0	0
124	Ford F-450 Dump Truck Crew Cab	2010	2023	56,842	75,600	0	0	75,600	0	0	0	0	0	0	0	0
125	Ford 2 Ton Dump (Chassis in 06)	2006	2023	42,000	91,000	0	0	91,000	0	0	0	0	0	0	0	0
126	Ford 750 Dump (Body in 22)	2007	2026	71,324	94,900	0	16,000	0	0	0	94,900	0	0	0	0	0

Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est. FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
129	Case Backhoe	2016	2031	94,900	123,400	0	0	0	0	0	0	0	0	0	0	123,400
128	Asphalt Roller	2007	2023	24,900	36,100	0	0	36,100	0	0	0	0	0	0	0	0
145	Case #621 Loader	2008	2024	119,313	155,100	0	0	0	155,100	0	0	0	0	0	0	0
146	2007 F550 Aerial Lift	2013	2024	40,600	52,800	0	0	0	52,800	0	0	0	0	0	0	0
147	GMC Aerial Lift	1990	2022	68,950	205,000	0	205,000	0	0	0	0	0	0	0	0	0
150	Air Compressor	2018	2038	22,106	31,000	0	0	0	0	0	0	0	0	0	0	0
155	Cargo Van	2020	2031	32,148	41,800	0	0	0	0	0	0	0	0	0	0	41,800
152	Chevy 2500 Cargo Van	2014	2025	17,118	22,300	0	0	0	0	22,300	0	0	0	0	0	0
154	Ford Transit Cargo	2018	2029	27,791	36,100	0	0	0	0	0	0	0	0	36,100	0	0
159	Ford 4X4 Pick-up	2019	2030	34,430	44,800	0	0	0	0	0	0	0	0	0	44,800	0
197	Street Sweeper - 2018 Dulevo 600	2018	2028	69,855	90,800	0	0	0	0	0	0	0	0	0	90,800	0
	Paint Machine	2006	2023	5,000	6,500	0	0	6,500	0	0	0	0	0	0	0	0
	Concrete Sidewalk Grinder	2014	2030	10,000	14,500	0	0	0	0	0	0	0	0	0	14,500	0
	Subtotal			1,029,522	1,519,200	0	260,500	246,200	207,900	22,300	134,200	0	42,900	126,900	143,900	319,400
	Waste Collection Equipment															
213	Chevy 4X4 Pickup	2017	2029	35,000	40,300	0	0	0	0	0	0	0	0	40,300	0	0
211	Polaris GEM Electric Truck	2014	2025	20,737	27,000	0	0	0	0	27,000	0	0	0	0	0	0
264	Freightliner w/25cy packer	2016	2025	145,050	179,900	0	0	0	0	179,900	0	0	0	0	0	0
263	Freightliner w/18cy Packer	2015	2024	140,428	174,100	0	0	0	174,100	0	0	0	0	0	0	0
266	Freightliner w/25cy Packer	2019	2028	176,643	229,600	0	0	0	0	0	0	0	229,600	0	0	0
	Subtotal			517,858	650,900	0	0	0	174,100	206,900	0	0	229,600	40,300	0	0
	Recreation Administration															
300	Ford Escape Hybrid	2012	2024	28,700	29,000	0	0	0	29,000	0	0	0	0	0	0	0
310	Cargo Van	2020	2031	34,799	45,200	0	0	0	0	0	0	0	0	0	0	45,200
	Subtotal			63,499	74,200	0	0	0	29,000	0	0	0	0	0	0	45,200
	Aquatic & Fitness Center															
	Treadmills	2013	2023	24,975	32,500	0	0	32,500	0	0	0	0	0	0	0	0
	Stationary Bikes	2019	2029	20,847	27,100	0	0	0	0	0	0	0	0	27,100	0	0
	Step/Elliptical/Rowing Machines	Var.	Var.	23,646	30,700	0	0	0	30,700	0	0	0	0	0	0	0
	Circuit Training Equipment	2016	2031	51,500	67,000	0	0	0	0	0	0	0	0	0	0	0
	Subtotal			120,968	157,300	0	0	32,500	30,700	0	0	0	0	27,100	0	0
	Community Center															
	Commercial Freezer	2016	2036	5,000	6,500	0	0	0	0	0	0	0	0	0	0	0
	Commercial Refrigerator	1999	2023	10,000	14,000	0	0	14,000	0	0	0	0	0	0	0	0
	Commercial Stove	1996	2023	7,000	9,800	0	0	9,800	0	0	0	0	0	0	0	0
	Commercial Convection Oven	2003	2024	7,901	11,000	0	0	0	11,000	0	0	0	0	0	0	0
	Stage Lighting	2006	2027	10,000	15,000	0	0	0	0	0	0	15,000	0	0	0	0
	Subtotal			39,901	56,300	0	0	23,800	11,000	0	0	15,000	0	0	0	0

Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est. FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
	Park Equipment															
401	4X4 Pickup Truck	2020	2031	34,085	44,300	0	0	0	0	0	0	0	0	0	0	44,300
409	Ford F 250 4X4 Pickup	2015	2026	28,100	36,500	0	0	0	0	36,500	0	0	0	0	0	0
405	Ford F-150 Pickup	2013	2024	15,100	20,100	0	0	0	20,100	0	0	0	0	0	0	0
407	Ford 1½ Ton Dump Truck	2006	2023	46,699	63,900	0	0	63,900	0	0	0	0	0	0	0	0
408	Ford F-250 4X4 ¾ton Pickup	2008	2022	27,747	37,500	0	37,500	0	0	0	0	0	0	0	0	0
458	Ford F250 4X4 Pickup	2017	2028	33,700	42,900	0	0	0	0	0	0	42,900	0	0	0	0
402	Ford F250 4X4 Pickup	2016	2027	25,509	33,200	0	0	0	0	0	33,200	0	0	0	0	0
426	Ford Custom Cab	2005	2023	50,257	63,400	0	63,400	0	0	0	0	0	0	0	0	0
470	Kubota L2850 Tractor/backhoe	2016	2036	29,959	38,900	0	0	0	0	0	0	0	0	0	0	0
459	Ford 550 Dump	2017	2029	70,000	104,000	0	0	0	0	0	0	0	104,000	0	0	0
436	John Deere 3320 Tractor	2007	2028	14,624	23,400	0	0	0	0	0	0	23,400	0	0	0	0
471	Kubota 3060 Front Cut Mower	2016	2036	26,850	34,900	0	0	0	0	0	0	0	0	0	0	0
440	Bobcat Skid-Steer Loader	2006	2023	14,200	18,500	0	18,500	0	0	0	0	0	0	0	0	0
443	Kubota ZD331 Zero Turn Mower	2014	2025	13,409	17,400	0	0	17,400	0	0	0	0	0	0	0	0
448	Tag-A-Long Trailer	1985	2023	2,799	5,000	0	5,000	0	0	0	0	0	0	0	0	0
460	Leaf Vacuum	2018	2030	41,460	56,900	0	0	0	0	0	0	0	0	0	56,900	0
468	Wood Chuck Chipper	2020	2031	49,531	64,400	0	0	0	0	0	0	0	0	0	0	64,400
464	Kubota Big Tractor M8210 w/attach	1998	2022	36,063	55,000	0	55,000	0	0	0	0	0	0	0	0	0
465	Ford Stake Body (Body in 14)	2001	2024	43,592	58,400	0	0	58,400	0	0	0	0	0	0	0	0
466	Premier Trailer	2001	2023	5,000	5,000	0	5,000	0	0	0	0	0	0	0	0	0
469	Ford 750 2-Ton Dump (Body in 19)	2009	2024	70,496	93,800	0	0	93,800	0	0	0	0	0	0	0	0
	Deep Tine Aerator	2007	2023	15,500	22,500	0	22,500	0	0	0	0	0	0	0	0	0
	Stump Grinder	2014	2024	7,000	9,300	0	0	9,300	0	0	0	0	0	0	0	0
	Subtotal			696,680	949,200	0	92,500	178,300	181,600	0	53,900	33,200	66,300	104,000	56,900	108,700
	Intra-City Bus Service															
504	Lift Equipped Van	2019	2029	64,953	84,400	0	0	0	0	0	0	0	0	84,400	0	0
	Subtotal			64,953	84,400	0	0	0	0	0	0	0	0	84,400	0	0
	Non Departmental															
	Telephone Equipment	2020	2030	52,900	100,000	0	0	0	0	0	0	0	0	0	100,000	100,000
	Subtotal			52,900	100,000	0	0	0	0	0	0	0	0	0	100,000	100,000
	GRAND TOTAL			3,770,010	4,727,400	0	448,800	617,800	652,300	747,200	253,000	81,700	338,800	509,300	398,400	617,800
	Annual Revenues Required (11 Year Avg. Lifespan)			\$466,510												

SPECIAL PROJECTS FUND

This fund was established in FY 2001 to set aside funds for specific purposes. Funds set aside by the City Council or mandated to be accounted for separately 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 percent (3%) franchise fee for Public, Education and Government (PEG) access.

BUDGET COMMENTS

- 1) The expense in Human Resources, line 135, includes \$75,000 for a compensation study and associated costs.
- 2) \$400,000 is budgeted in Finance, line 140, to replace the city's Financial System. In FY 2021, staff began researching options and this is an estimated cost.
- 3) The \$80,000 in Information Technology, line 145, is to replace computers (\$25,000) and servers (\$10,000), continue implementation of document management solution with streamlined workflow (\$15,000), Planning Department Inspectors working in the field (\$5,000) and video camera upgrades (\$25,000).
- 3) The expenses in Community Promotion Equipment, line 190, are to replace audio/visual equipment as determined by the Public Information & Communications Coordinator.
- 4) The expenses in Police, line 310, are for the rental of eleven police vehicles for the drug task force (\$82,500). The cost of this program is offset by a federal grant (revenue account 441112). Additional funding of \$25,600 is allocated in FY 2022 to replace and upgrade the recording equipment in the Police Station interview rooms.
- 5) The expenses in CARES/GAIL come from the Barnett Trust and help fund assistance programs for seniors.
- 6) Transfers of \$5,000 in FY 2021 and FY 2022 are available to support future art restoration projects.
- 7) The city receives monies from cable franchises for the use of the public right-of-way. The city contributes two-thirds of the fees deposited to the Fund to Greenbelt Access Television, Inc. (GATe). The remaining third provides funding for IT and Community Promotion projects.

SPECIAL PROJECTS FUND Fund 101	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
TOTAL FUND BALANCE AS OF JULY 1	<u>\$462,571</u>	<u>\$455,598</u>	<u>\$1,025,298</u>	<u>\$961,983</u>	<u>\$1,092,583</u>	<u>\$1,092,583</u>
REVENUES						
433401 Cable TV Franchise Fee	\$247,129	\$246,565	\$231,000	\$231,000	\$231,000	\$231,000
441112 Federal Grants	78,993	61,632	82,500	82,500	82,500	82,500
470000 Interest on Investments	7,354	8,319	6,500	1,200	1,200	1,200
460201 Red Light Camera Delinquent	0	519,670	0	0	0	0
460301 Del. Speed Camera Fines	18,000	17,508	18,000	13,000	18,000	18,000
480499 Miscellaneous	0	20,625	0	10,000	0	0
490000 Interfund Transfers:						
Economic Development	52,000	25,000	25,000	77,000	25,000	25,000
Public Safety	0	0	0	50,000	0	0
Recreation - Public Art	5,000	0	5,000	10,000	5,000	5,000
TOTAL REVENUES	<u>\$408,476</u>	<u>\$899,320</u>	<u>\$368,000</u>	<u>\$474,700</u>	<u>\$362,700</u>	<u>\$362,700</u>
EXPENDITURES						
125 Economic Development	\$0	\$0	\$0	\$0	\$0	\$0
135 Human Resources	0	0	0	0	100,000	100,000
140 Finance	0	0	0	0	400,000	400,000
145 Information Technology	102,055	87,889	80,000	80,000	80,000	80,000
190 Comm. Promo. Equipment	21,803	7,469	20,000	20,000	35,000	35,000
190 Comm. Promo. Public Access	0	4,800	0	0	0	0
310 Police	78,993	82,500	82,500	82,500	108,100	108,100
330 Animal Control	0	0	0	0	0	0
520 CARES & GAIL	1,245	900	0	7,600	7,900	7,900
685 Arts	0	0	5,000	0	5,000	5,000
999 Transfer to General Fund	46,600	45,000	0	0	32,000	32,000
999 Payment to GATe	164,753	164,377	154,000	154,000	154,000	154,000
TOTAL EXPENDITURES	<u>\$415,449</u>	<u>\$392,935</u>	<u>\$341,500</u>	<u>\$344,100</u>	<u>\$922,000</u>	<u>\$922,000</u>
TOTAL FUND BALANCE AS OF JUNE 30	<u>\$455,598</u>	<u>\$961,983</u>	<u>\$1,051,798</u>	<u>\$1,092,583</u>	<u>\$533,283</u>	<u>\$533,283</u>
FUND BALANCE DESIGNATIONS						
Cable TV - funds available for IT infrastructure	\$164,961	\$101,992	\$34,561	\$78,992	\$40,992	\$2,992
Public Safety	71,649	68,289	157,649	207,649	182,049	156,449
Barnett Trust	86,204	85,304	86,204	77,704	69,804	61,904
Economic Development Revolving Fund	52,000	77,000	154,000	154,000	179,000	204,000
Arts Restoration & Acquisition	5,000	5,000	10,000	15,000	15,000	15,000
Undesignated	75,784	624,398	609,384	559,238	46,438	92,938
TOTAL	<u>\$455,598</u>	<u>\$961,983</u>	<u>\$1,051,798</u>	<u>\$1,092,583</u>	<u>\$533,283</u>	<u>\$533,283</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. There is also the Mary Geiger Fund. 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 do not get regularly used and have been transferred to the Emergency Assistance Fund in FY 2016.
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 Program. 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. A CARES - Green Ridge House pet assistance program was created via a grant to help fund veterinary care and pet food.
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 2019	FY 2020 Contribution	FY 2020 Debits	Balance 07/01/20	FY 2021 Estimated Contri.	FY 2021 Estimated Debits	Estimated Balance 07/01/21	FY 2022 Estimated Contri.	FY 2022 Estimated Debits	Estimated Balance 06/30/22
Recreation Department	\$4,662	\$2,802	-	\$7,464	\$500	(\$200)	\$7,764	\$2,000	(\$1,000)	\$8,764
Mary Geiger Fund	3,315	195	-	3,510	250	(150)	3,610	500	(250)	3,860
Greenbelt CARES	758	-	(\$451)	307	-	-	307	-	-	307
Good Samaritan	2,367	5,100	(5,040)	2,427	25,000	(20,000)	7,427	10,000	(10,000)	7,427
Emergency Assistance	400	21,499	(10,525)	11,374	30,000	(40,000)	1,374	20,000	(15,000)	6,374
Adopt-A-Tree	1,343	2,290	(2,019)	1,614	1,675	(1,500)	1,789	2,000	(2,000)	1,789
Adopt-A-Bench	5,166	1,200	(492)	5,874	1,200	(457)	6,617	1,200	(450)	7,367
Drug and Evidence	54,618	1,646	-	56,264	-	-	56,264	1,500	-	57,764
Advisory Committee on Education	16,836	6,406	(5,000)	18,242	4,000	(5,000)	17,242	4,000	(5,000)	16,242
CARES - GRH Pet Assistance	1,833	-	(867)	966	0	(350)	616	0	(350)	266
Fire Department	416,892	120,000	(400,000)	136,892	120,000	(256,892)	0	120,000	-	120,000
Spay and Neuter Clinic	7,831	-	-	7,831	-	-	7,831	-	-	7,831

GREEN RIDGE HOUSE



Green Ridge House is a city-owned apartment building for seniors. 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

- Guided the facility through the Pandemic with 0 confirmed cases of Covid-19 among residents.
- The Community Director moved into the facility to provide added support for residents during the Pandemic.
- Patched and painted entire exterior of building including all balconies and caulked windows.
- Installed new vinyl flooring throughout common area hallways and main lobby of the building.
- Installed new mailboxes at each resident door.
- Removed old shed from property.
- Replaced windows as needed.

ISSUES & SERVICES

The COVID-19 Pandemic resulted in reduced accomplishments and activities at the facility.

As a Section 8 complex, the rent charged to residents is subsidized by the federal government. In FY 2021, the market rent for a unit at Green Ridge House is \$1,297 per month. No rent increase is proposed for FY 2022.

The Community Resource Advocate (CRA) is the liaison between Green Ridge House management and city administration. The Service Coordinator focuses on resident case management.

In response to the changing needs of residents, the city worked with Community Realty to pay for clinical counseling services in FY 2020, which continue in FY 2022.

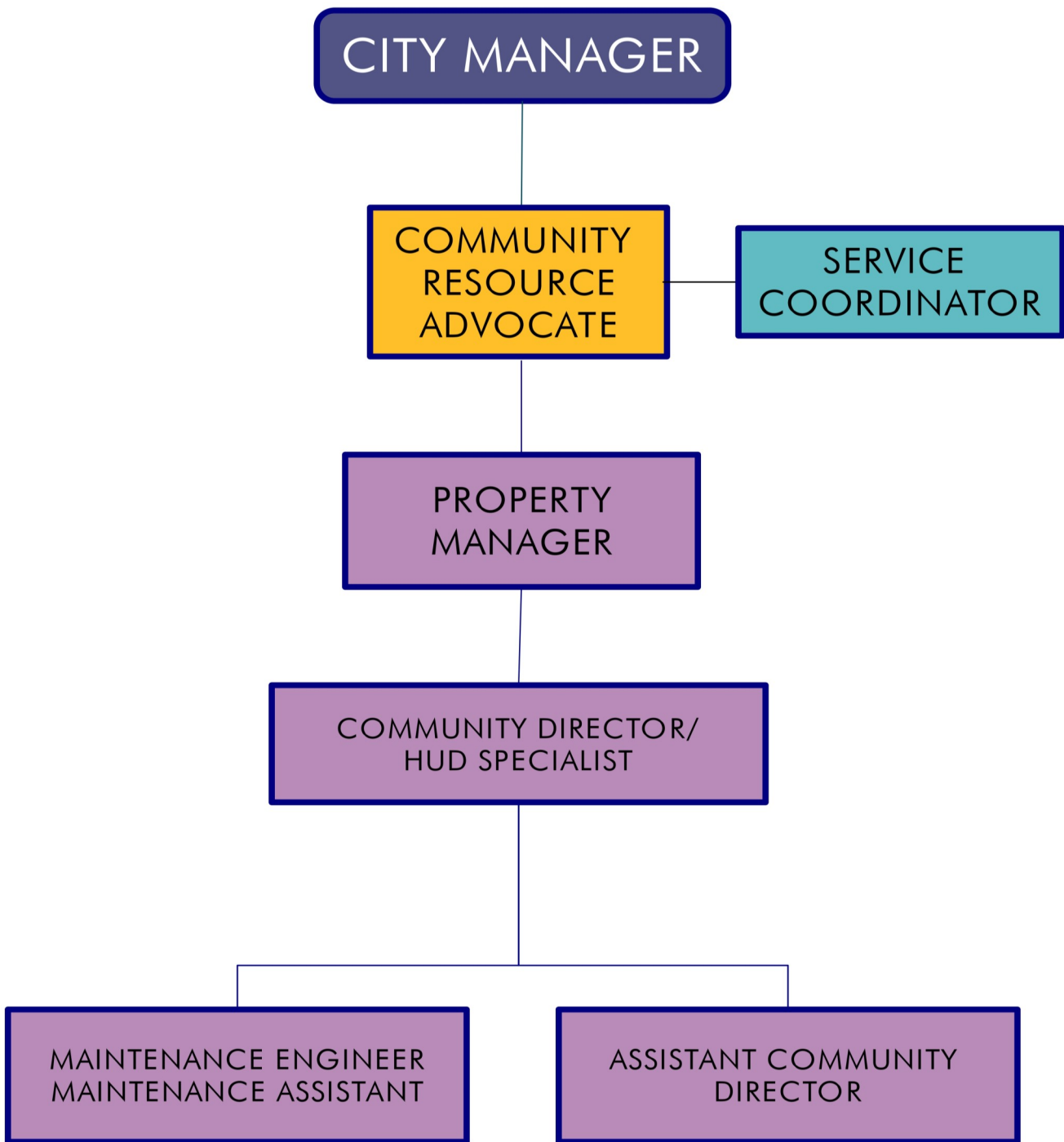
Historically, parking has been a challenge, but the current parking lot configuration provides 55 spaces on-site with 43 permits issued for vehicles.

The building's roof has an estimated life expectancy of two years. Funding to replace the roof will be included in the FY 2022 and 2023 Budgets. The city and Community Realty continue to exploring the feasibility of installing solar panels as part of this project.

BUDGET COMMENTS

- 1) Vacancy losses are higher based on the average of the last several years.
- 2) In FY 2022, Miscellaneous Administrative costs continue to include funding for counseling services provided to residents (\$13,000).
- 3) Service Contracts budgets for pest control and security camera services increase in response to residents' needs. `
- 4) For FY 2022, proposed capital expenditures of \$152,900 include:
 - Apartment Renovations (\$10,000) - electric range and refrigerator replacements.
 - Building Improvements (\$97,700) - window replacements and roof replacement.
 - Common Area Renovation (\$20,200) - new fitness equipment and add additional camera to screen parking lot and upgrade system.
 - Consultant Fees for Roof Replacement project (\$25,000) - construction administration fees and design fees for potential solar panels.

GREEN RIDGE HOUSE



Green Ridge House Budget

Fiscal Year 2022

	Actual FY 2019	Actual FY 2020	Budget FY 2021	Projected FY 2021	Proposed Budget FY 2022	Adopted FY 2022
Section 2 Revenue						
Rental Revenue						
Potential Resident Rent Income	453,182	479,639	424,400	519,700	424,430	424,400
Gross Potential Rent - Affordable	1,046,452	1,131,768	1,147,500	1,052,200	1,147,534	1,147,500
Vacancy Loss	(59,170)	(75,294)	(44,000)	(75,700)	(44,013)	(44,000)
Employee Units	(14,844)	(15,564)	(15,600)	(15,600)	(31,128)	(31,100)
Ending Prepaid Rent	-	-	-	-	-	-
Ending Delinquency	-	-	-	-	-	-
Total Rental Revenue	1,425,620	1,520,549	1,512,300	1,480,700	1,496,823	1,496,800
Other Revenue						
Pet Fee Income	-	125	-	1,000	\$1,000	\$1,000
Late Fees	84	75	300	100	300	300
Laundry Income	3,397	3,288	3,200	3,300	3,300	3,300
Tenant Damages Fees	1,182	517	-	900	\$860	\$900
Interest Income	182	137	100	-	100	100
Interest Income - Other	-	21,010	-	1,900	\$2,000	\$2,000
Miscellaneous Income	-	15	400	-	100	100
Forfeited Security Deposit	-	(381)	-	-	-	-
Total Other Revenue	4,845	24,786	4,000	7,100	7,660	7,700
Total Revenue	1,430,465	1,545,335	1,516,400	1,487,800	1,504,483	1,504,500
Section 3 - Operating Expenses						
Administrative						
Management Fees	64,556	69,479	68,200	66,900	67,702	67,700
Bank Fees	170	321	500	200	245	200
Computer Services	11,516	18,448	13,700	12,000	14,880	14,900
Dues and Subscriptions	-	401	-	900	900	\$900
Educational Training	1,162	456	3,800	500	715	700
Social Activities	24,756	17,903	31,200	13,100	31,210	31,200
Legal Fees	1,375	219	5,000	500	700	700
Miscellaneous Administrative	33,535	38,369	54,500	46,000	55,575	55,600
Credit Reports	3,515	3,781	1,100	1,000	1,176	1,200
Office Supplies	14,374	12,970	15,800	12,900	15,062	15,100
Postage	56	177	400	300	350	400
Professional Fees	270	189	200	-	230	200
Audit Fees	9,360	-	9,500	9,500	9,500	9,500
Office Equipment Rental	-	-	-	-	-	-
Uniforms	-	-	-	-	-	-
Misc. Operating Expense	13,337	6,199	8,500	6,700	11,200	11,200
Advertising and Promotion	-	70	1,000	1,000	1,000	1,000
Cable/Internet/Phone	17,329	17,093	18,000	15,000	17,981	18,000
Interest on Security Deposits	419	1,261	-	1,300	500	500
Total Administrative	195,730	187,336	231,400	187,900	228,926	229,000

Green Ridge House Budget

Fiscal Year 2022

	Actual FY 2019	Actual FY 2020	Budget FY 2021	Projected FY 2021	Proposed Budget FY 2022	Adopted FY 2022
Section 4- Payroll						
Salaries	280,809	277,056	299,800	287,800	309,475	309,500
Payroll Taxes	21,723	21,306	27,000	25,000	27,853	27,900
Temporary Help	-	-	500	-	500	500
401K Contribution Match	-	4,676	14,400	4,900	5,000	5,000
Employers 401K Expense	4,204	277	4,700	400	400	400
Total Payroll	306,736	303,315	346,400	318,000	343,228	343,200
Section 5 - Utilities						
Electricity - Common Area	49,905	54,946	72,100	60,500	65,900	65,900
Electricity Vacant Units	706	2,172	1,600	2,000	1,950	2,000
Water & Sewer	59,521	63,189	73,600	61,700	64,200	64,200
Gas - Common Area	22,531	9,416	27,000	26,400	27,700	27,700
Total Utilities	132,663	129,723	174,300	150,600	159,750	159,800
Section 6 Service Contracts						
Elevator Contract	6,254	7,670	10,900	11,000	10,950	11,000
Exterior Landscaping Contract	33,996	29,830	42,600	37,400	42,004	42,000
Fire & Life Safety Contract	16,294	3,281	10,200	18,300	9,820	9,800
Contract Cleaning	44,578	42,636	43,900	46,700	56,516	56,500
Access Control	4,552	2,019	8,900	1,300	8,860	8,900
Pest Control Contract	2,793	3,314	4,400	2,600	4,640	4,600
Trash Removal	10,152	11,095	12,400	14,500	14,650	14,700
Total Service Contracts	118,619	99,845	133,200	131,800	147,440	147,400
Section 7 - Insurance						
Employee Health Insurance	17,670	23,695	26,900	27,400	30,152	30,200
Worker's Compensation	2,846	2,761	3,200	3,000	3,511	3,500
Multi Peril Insurance	59,616	60,863	64,100	61,200	65,781	65,800
Flood Insurance	-	-	1,000	-	-	-
Fiduciary Liability	164	138	100	200	251	300
Other Insurance	-	-	-	-	-	-
Excess Liability	2,713	2,573	2,700	2,700	2,702	2,700
3rd Party Liability	365	357	400	300	315	300
Total Insurance	83,374	90,387	98,500	94,800	102,712	102,700

Green Ridge House Budget

Fiscal Year 2022

	Actual FY 2019	Actual FY 2020	Budget FY 2021	Projected FY 2021	Proposed Budget FY 2022	Adopted FY 2022
Section 8 - Maintenance						
Electrical	2,350	3,580	4,200	4,200	4,240	4,200
HVAC	27,775	39,933	18,800	16,100	18,818	18,800
Misc. Maintenance	5,459	4,312	6,000	7,900	4,700	4,700
Pavement and Grounds	5,310	-	5,000	-	5,500	5,500
Plumbing	8,183	1,866	12,000	11,400	11,983	12,000
Snow Removal	13,415	810	10,000	12,700	10,000	10,000
Repairs Covered by Insurance	-	-	-	-	-	-
Reimburse. from Insurance Claims	-	-	-	-	-	-
Replacement Units & Parts	18,404	19,877	18,500	12,700	16,800	16,800
Maintenance Assistance	-	-	-	400	400	400
Structural Repair	-	-	-	46,000	-	-
Windows and Doors	-	2,990	-	-	-	-
Painting - Public Space	270	4,162	25,000	6,400	25,000	25,000
Painting Occupied Unit	-	1,280	-	-	-	-
Appliance Maintenance	-	-	-	200	-	-
Floor Repairs	-	-	-	-	-	-
Roof Repairs	1,347	-	12,500	-	12,500	12,500
Janitorial Supplies	5,070	7,797	3,000	4,300	1,500	1,500
Expense Reimbursement	(7,114)	-	-	-	-	-
Total Maintenance	80,469	86,607	115,000	122,400	111,441	\$111,400
Section 9 - Turnover Costs						
Apartment Painting	9,185	11,795	10,400	14,500	11,800	11,800
Carpet Cleaning	6,180	3,896	20,200	6,300	17,980	18,000
Apartment Cleaning	765	1,980	4,100	2,600	4,500	4,500
Total Turnover Costs	16,130	17,671	34,600	23,400	34,280	34,300
Section 10 - Taxes & Reserves						
Hazard/Property Ins. Escrow	-	-	-	-	-	-
MIP Escrow	-	-	-	-	-	-
Mortgage Escrow	-	-	-	-	-	-
Real Estate Tax	96,000	94,688	96,000	96,000	96,000	96,000
Replacement Reserves	330,000	330,000	330,000	330,000	330,000	330,000
Residual Receipts	-	-	-	-	-	-
Personal Property Tax	-	-	-	-	-	-
Insurance Escrow	-	-	-	-	-	-
Misc. Tax and License	14,586	14,586	15,200	14,600	15,220	15,200
Total Taxes & Reserves	440,586	439,274	441,200	440,600	441,220	441,200
Debt Service						
Mortgage Payable Current	-	-	-	-	-	-
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Total Debt Service	-	-	-	-	-	-
Total Operating Expenses	1,374,307	1,354,158	1,574,600	1,469,500	1,568,997	1,569,000
Revenues/Expenditures Favorable/(Unfavorable)	56,158	191,177	(58,200)	18,300	(64,514)	(64,500)

Green Ridge House Budget

Fiscal Year 2022

	Actual FY 2019	Actual FY 2020	Budget FY 2021	Projected FY 2021	Proposed Budget FY 2022	Adopted FY 2022
Section 11 - Capital Expenditures						
Apartment Renovations	3,942	-	10,000	2,300	10,000	10,000
Building Improvements	318,478	181,057	173,700	301,300	97,655	97,700
Appliances	-	1,602	-	-	-	-
Carpet	5,694	9,245	-	3,500	-	-
Common Area Renovations	114,466	36,890	79,900	54,100	20,200	20,200
Consultant Fee	3,990	-	-	13,100	25,000	25,000
New Equipment	3,081	637	-	-	-	-
TOTAL CAPITAL EXPENSES	449,651	229,431	263,600	374,300	152,855	152,900

