

Fiscal Year 2022



MISCELLANEOUS

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) Line 68, Contributions - Recognition Groups, provides funding for resident based organizations that provide service to the Greenbelt community.
- 2) Line 69, Grants, consists of funds provided to non-resident organizations that provide services to Greenbelt residents. An additional \$1,500 is allocated for worthy causes not known as of the publication of this document.
- 3) Prior to FY 2020, funds set aside in line 70, Advisory Boards & Committees, for citizen groups were dispersed in various departmental budgets. Because there is a greater need and desire by citizen groups to be more proactive, the funding of their initiatives will now be shown together in this budget.

GRANTS & CONTRIBUTIONS Acct. No. 910	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
OTHER OPERATING EXPENSES						
22 Organizational Leaders						
Swim Coaches	\$8,610	\$6,838	\$8,000	\$8,000	\$8,000	\$8,000
30 Concert Band Conductor	3,600	3,600	3,600	3,600	3,600	3,600
68 Contributions - Recognition						
01 - Boys & Girls Club	15,000	7,242	13,000	0	15,000	15,000
02 - Aquatic Boosters	500	1,000	1,000	1,000	1,000	1,000
03 - Greenbelt Concert Band	500	254	0	0	0	0
04 - Greenbelt Youth Baseball	10,000	6,356	10,000	10,000	10,000	10,000
06 - Greenbelt Tennis Association	0		800	0	0	0
07 - Greenbelt Arts Center	34,300	34,300	34,300	34,300	34,300	34,300
10 - Greenbelt Babe Ruth	2,500	3,500	3,500	3,500	3,500	3,500
11 - Greenbelt Senior Softball	465	246	900	900	900	900
16 - New Deal Café Arts (FONDCA)	2,500	2,800	2,800	2,800	2,800	2,800
17 - Greenbelt Soccer Alliance	3,800	2,345	4,000	0	4,000	4,000
18 - GEMZ	1,827	2,000	2,700	0	2,700	2,700
20 - CHEARS	1,000	0	0	0	0	0
21 - Ctr. For Dynamic Governance	3,000	3,600	0	0	5,000	5,000
22 - Boys to Men	0	0	1,500	0	0	0
23 - Greenbelt Unplugged	0	0	150	0	0	0
Total Contributions	\$75,392	\$63,643	\$74,650	\$52,500	\$79,200	\$79,200
69 Grants						
11 - GIVES	\$1,510	\$1,506	\$1,000	\$1,500	\$1,500	\$1,500
12 - Meals on Wheels	3,000	3,000	3,000	300	3,000	3,000
13 - Washington Ear	1,000	1,000	1,000	100	1,000	1,000
99 - Miscellaneous	0	0	1,500	0	1,500	1,500
Total Grants	\$5,510	\$5,506	\$6,500	\$1,900	\$7,000	\$7,000
70 Advisory & Citizen Groups						
ACE	\$0	\$13,841	\$18,000	\$18,000	\$18,000	\$18,000
CERT	0	399	1,500	1,100	1,500	1,500
PSAC	0	0	900	900	900	900
CART	0	1,071	1,500	1,000	1,500	1,500
AAB	0	76	1,000	0	1,000	1,000
FPAB	0	0	2,000	0	2,000	2,000
Total Advisory & Citizen Groups	\$0	\$15,386	\$24,900	\$21,000	\$24,900	\$24,900
TOTAL GRANTS & CONTRIBUTIONS	\$93,112	\$94,973	\$117,650	\$87,000	\$122,700	\$122,700

GREENBELT CONNECTION



The city provides a limited transportation service within Greenbelt, the Greenbelt Connection, 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 2019 Actual	FY 2020 Actual	FY 2021 Estimated	FY 2022 Estimated
Community Questionnaire Scores	<u>2013</u>	<u>2015</u>	<u>2017</u>	<u>2019</u>
	n/a	n/a	n/a	4.16
Riders	7,162	6,155	6,413	7,100
Average of Riders per day	20	17	18	20
Mileage	23,699	23,407	20,733	23,500
Full Time Equivalent (FTE)	1.4	1.4	1.4	1.4

MANAGEMENT OBJECTIVES

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

GREENBELT CONNECTION Acct. No. 920	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$70,368	\$71,511	\$70,800	\$70,800	\$74,300	\$74,300
25 Repair/Maintain Vehicles	2,294	2,110	3,000	3,000	3,000	3,000
27 Overtime	2,310	3,571	3,500	3,500	3,500	3,500
28 Employee Benefits	26,926	28,526	29,200	29,200	31,000	31,000
Total	\$101,898	\$105,717	\$106,500	\$106,500	\$111,800	\$111,800
OTHER OPERATING EXPENSES						
33 Insurance	\$27	\$21	\$100	\$100	\$100	\$100
38 Communications	748	969	1,200	1,200	1,200	1,200
48 Uniforms	247	336	500	500	500	500
50 Motor Equipment						
Repairs & Maintenance	3,354	6,295	7,000	7,000	7,000	7,000
Vehicle Fuel	7,494	7,060	5,500	5,500	5,500	5,500
Total	\$11,870	\$14,682	\$14,300	\$14,300	\$14,300	\$14,300
TOTAL GREENBELT CONNECTION	\$113,768	\$120,399	\$120,800	\$120,800	\$126,100	\$126,100
REVENUE SOURCES						
Bus Fares	\$7,414	\$7,161	\$7,400	\$7,400	\$7,400	\$7,400
General City Revenues	106,355	113,238	113,400	113,400	118,700	118,700
Total	\$113,768	\$120,399	\$120,800	\$120,800	\$126,100	\$126,100

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 archive room, an education area, collections storage and office space. Consolidation of museum functions at 10A will allow expanded programming and open hours for the museum.

The museum is cooperatively run by the city and the Friends of the Greenbelt Museum (FOGM). The museum's historic home is normally open for tours from 1 pm to 5 pm on Sundays and by appointment. The house has been closed since March 2020 due to COVID-19. The Museum creates interpretive exhibits which are on display in the Greenbelt Community Center. The exhibit room is normally open daily during Community Center hours but has followed adjustments made to the Community Center schedule. 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 history of Greenbelt through guided walking tours and through a self-guided paper 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 position 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 have been paid for in the past by FOGM. In FY 2021, the Education/Volunteer Coordinator became a part-time City employee, partially supported by interest from a National Endowment for the Humanities grant awarded to FOGM in FY 2007. The Office Manager continues to be paid 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.

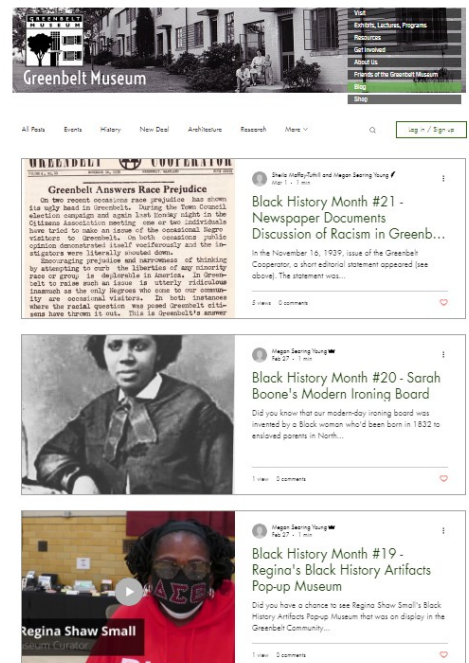
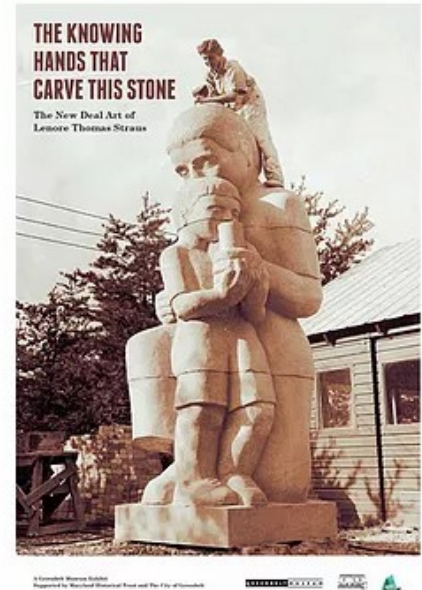
MISSION STATEMENT

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

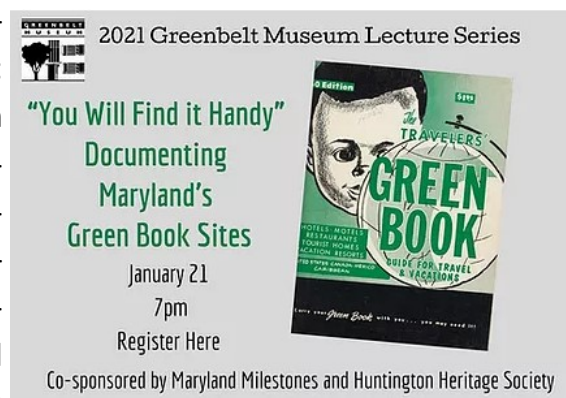
- The Museum's current exhibition, *The Knowing Hands That Carve This Stone: The New Deal Art of Lenore Thomas Straus*, remains on view in the Community Center. The exhibition was supported by a \$5,000 grant from the Maryland Heritage Areas Authority through Maryland Milestones/ATHA, Inc. The exhibition focuses on the sculptor Lenore Thomas Straus, who was a young woman only in her twenties when she carved several landmark works in Greenbelt, Maryland for the Resettlement Administration in the late 1930s. The exhibition features information about the artist's life, examples of her work and includes examples of artists whom she influenced. As a result of the pandemic, the exhibit has not been open to the public. Plans are in place to create an online version of the exhibit on the Museum's website, so that people may continue to access it.
- As of March 2020, the physical Museum closed in compliance with county and state directives. In place of giving physical tours, Museum staff transferred several its activities and programs to an online format. One such initiative was the Museum's participation in a worldwide Museum From home movement in which museums offered multimedia content online, so people could access the information from home. The Museum blog was the main platform through which this content was offered. From March 2020 to February 2021, Museum staff created 44 entries which received a total of 4,356 views on the website (this total does not include Facebook views). The average readership for each post was 101. By the end of FY 2021 staff estimates there will be 45 additional posts. Topics include Greenbelt's early tenant manual; Greenbrook, the Green Town that was not built; Rossville Ru-



ral Development (housing for Black families near Greenbelt that was also never built), how holidays and summers were celebrated here; the Ben Franklin store; and the Drop Inn.



- In July 2020, one of the Museum’s signature events, the Retro Town Fair, was offered online. Participants submitted 31 entries including sewing and needlework projects, vegetables, baked goods, and canned goods. They then sent in photos which were shared on our website. The entries were judged, and ribbons were awarded online. The Fair is the Museum’s version of the earliest Greenbelt Fairs, in which judges chose the best produce, flowers, crafts, and more.
- For Halloween staff developed a Halloween scavenger hunt that families could do safely and independently after downloading a printable checklist from the Museum website. It was seen on Facebook over 2,200 times and had 211 engagements. The Recreation Department also distributed it at their Fall Family Fun Week.
- The Museum’s annual holiday open house could not take place, but staff decorated the first floor of the Museum house, so that visitors could see into the garden side windows. A period appropriate electric menorah was added to the Museum collection this year and displayed in the upstairs window. This represents the fact that Greenbelt was integrated in terms of religion at its start. In addition, the Museum participated in the Recreation Department’s juried art and craft fair, Festival of Lights. In order to do so, we added an online store to our website, as the Museum did not have one before. As a final holiday activity, the Museum researched and requested images from current and former residents for slide show of vintage to contemporary photos of how Greenbelters celebrate the winter holidays. These were compiled into a short slide show and set to music. The slide show was shared on the Museum’s website as well as via social media. On Facebook, it was shared 17 times and viewed 1,700 times.
- The Museum’s popular lecture series continued in January 2021 with a virtual lecture, “You Will Find It Handy: Documenting Maryland’s Green Book Sites.” The Green Book was a series of guides with listings of hotels, restaurants, stores and other sites that were safe for Black families to visit when they traveled. The lecture was cosponsored by Maryland Milestones and the Huntington Heritage Society. 70 people attended. The Museum’s virtual April lecture is entitled, “The North End: Greenbelt’s WWII Defense Community,” and will focus on the unique elements of the additional 1,000 war time homes that were added to Greenbelt in 1942.



- In February, the Museum organized a program entitled, “Desegregating Greenbelt: Family Histories of the Community’s First Black Residents,” in conjunction with the Greenbelt Black History and Culture Committee. The Museum Director facilitated an interview between Mayor Pro Tem, Emmett Jordan, and Angie B. Williams who, along with her husband, Rivers, were the first people of color to move into Greenbelt Homes, Incorporated in 1966. The interview was recorded and is available on YouTube. An additional family was not able to participate due to health reasons. Additionally,



to celebrate Black History Month, Museum staff posted each day regarding Black History as it pertains to Greenbelt, Prince George's County, the New Deal, World War II, Civil Rights, etc. Some of the topics covered included Langston Terrace Dwellings, Black architect Paul R. Williams, 14 families of color in Greenbelt in 1940, the WPA’s collection of oral histories of formerly enslaved people, Jacob Lawrence, Greenbelt women’s 1939 visit to a Black-owned cooperative, and Melba L.C. Moore at NASA/Goddard. Since 2012, when the Museum established an Archive of the African American Experience in Greenbelt as part of the city’s 75th anniversary celebration, staff have been actively pursuing information about the history of African Americans in Greenbelt. Research is ongoing.

- In the spring, the Museum will co-host a virtual event with the Living New Deal project from University of California at Berkeley. The project, which is documenting New Deal art, buildings, projects, and more across the country, has produced a map of New Deal sites in and around Washington, D.C. which includes Greenbelt. The event will be a launch of the new map.

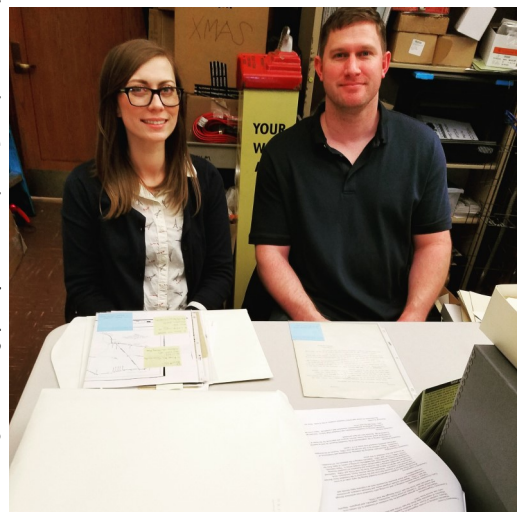
- City staff, Museum staff, and the FOGM Board, continue to work on the establishment of an Education and Visitor Center at 10A Crescent. The city acquired the home next door to the Museum house in 2016. Following recovery from an interior flood at the Museum house in 2017 and conceptual planning with the non-profit Neighborhood Design Center in 2018, in 2019 FOGM requested proposals from architecture firms to create a final design.



With City Council approval, FOGM hired Old Line Architects in July of 2019. FOGM has also met with the technical services staff of Greenbelt Homes, Inc., who are the property owners, (the City owns the perpetual right to occupy the space as per the cooperative’s language) to discuss what

will be possible within the guidelines of the housing cooperative. Board and staff have continued to refine the designs to a final layout. Old Line Architects are completing detailed plans for the house and staff have worked with the architect as well as various engineering firms to complete a site plan for the grounds. The pandemic has delayed aspects of the project, but next steps include presentation to and input from City Council at a work session, then presentation to GHI and their review process. Earlier projections put completion of the renovation and establishment of the Education and Visitor Center in late 2022, though the permitting process, fundraising, and impact of the pandemic may delay that time frame.

- Once completed, 10A Crescent Road will provide space for the Museum to expand and will feature facilities for programming and museum education. It will also house a Greenbelt visitor center, an archives room, collections storage, a gift shop and office space. Consolidation of museum functions at 10A will also allow the museum to expand open hours. The Museum is currently utilizing 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, museum and FOGM Board meetings are held 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.
- Prior to this fiscal year, FOGM, with help from the Museum Director, have raised \$200,000 through naming opportunities, grants from the Maryland Heritage Areas Authority/Maryland Historic Trust (MHAA/MHT) and the Redevelopment Authority of Prince George's County, as well as through participation in the Community Investment Tax Credit Program through the state of Maryland. In spring of 2020, the Museum Director applied for an additional \$100,000 in grant funds from the MHAA/MHT to support Phase II of the 10A Project. Notification that the grant was successful was received in July 2020 bringing the total to \$300,000.
- Throughout FY 2021, the Museum Director responded to inquiries from City staff, citizens, authors, graduate students, the *Greenbelt News Review*, and other researchers. Work included assisting the Advisory Council on Trees regarding the tree dedicated to Eleanor Roosevelt, the Planning Department with signage at a possible Royal Farms store, research on Indian Springs and historic native populations, and Greenbelt's cooperatives. Other work included research and editing of a chapter about Greenbelt for a forthcoming book on green cities by Julie Rodwell; answering various inquiries about Lenore Thomas Straus; assisting graduate students in museum studies from Oklahoma University, journalism at University of Maryland, and landscape architecture at Morgan State University.



- The Director provided ongoing support to the Friends of the Greenbelt Museum, including the recruitment, hiring, and training of a new part time Officer Manager paid for by FOGM and the transfer of their database to a new customer relationship management system. In addition, the Director attends all FOGM Board meetings works closely with the Board to achieve fundraising and other strategic plan goals.
- In person walking tours and educational group visits have unfortunately been largely curtailed due to state and local mandates. The Museum conducted three socially distanced tours to small groups and several virtual tours. One of the virtual tours of the Museum house was for students at the University of Maryland enrolled in a graduate class in the real estate program. Staff anticipates more tours will be scheduled through the end of the fiscal year including a new tour of the North End developed by one of the Museum's tour guides.
- The Museum being closed for in person visits has allowed for more professional development opportunities than in past years. A sampling of webinars and symposia attended by staff this year include: Impact of the Pandemic on Small Museums; Racism, Unrest, and the Role of the Museum Field; More Than A Statement: Acting On Commitments To Equity In Fundraising And Beyond; Decolonizing Museum Spaces; Thinking Through Culture: Six Practical Steps to Addressing Race in Museums; The Color of Law: A Forgotten History of How Our Government Segregated America; Re-Centering the Margins: Justice and Equity in Historic Preservation.

COLLECTIONS/ARCHIVES

- In October 2019, staff from fine art storage company, ELY, Inc. a woman-owned business located in Forestville, MD packed roughly half the Museum collection and transported it to their secure and climate-controlled facility. All items sent were documented and inventoried and the Museum can access the collection at any time. Staff from ELY returned in spring 2020 for the rest of the collection to be put in storage. Transfer of these parts of the Museum collection is necessary because when 10A is complete, the Museum will no longer have use of Room 306 in the Community Center. Partly because of the archival methods used for packing the Museum's collection and partly because the volume in storage at the Museum office was greater than first estimated, the collection is requiring significantly more space at the fine art storage facility than was first projected. The Director is reviewing the items stored there to see which can be downgraded to less expensive storage. They will be moved to reduce the cost.
- The Museum acquired several important artifacts this year which include: 1975 scrapbook from the Recreation Department, a vintage telephone, and various articles of clothing.

ISSUES AND SERVICES FOR FY 2022

Planning for the new Education and Visitor Center at 10A Crescent will continue to consume staff resources. It is anticipated that plans will be finalized, city and GHI approval sought, permits obtained and additional funding identified in 2022. The goal is to renovate/construct the new space in FY 2023.

Once the Visitor and Education Center opens, there will need to be additional staff to successfully operate the Museum and the new expansion. Museum staffing levels have not changed since FY 2017. The Director and the Education and Volunteer Coordinator are city employees. FOGM continues to provide to support for the part-time Education and Volunteer Coordinator through annual grant. In FY 21, FOGM hired a new part-time Office Manager.



**COMMENTS FROM VISITORS TO THE MUSEUM’S HISTORIC HOUSE AND EXHIBIT
IN THE COMMUNITY CENTER**

“My treat to myself was a trip to see the aluminum tree. Nice touch to also display the cards, records, and Christmas themed table. What a good idea to have something different for this most different Christmas.” 1/4/21

“Thank you so much for your patience in getting in and being so generous with your time. The students were totally intrigued and couldn't stop talking about the Great Greenbelt Experiment.” 2/11/19

Performance Measures	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	FY 2022 Estimated
Number of Special Tours	42	25	10	35
Participants in Special Tours	755	350	100	500
Number of Sunday Visitors	479	250	100	400
Number of Program Attendees	950	245	200	500
Number of Exhibit Visitors*	2,200	1,100	500	1,000
Number of Volunteer/Intern Hours	4,800	2,400	1,000	3,500
Number of Memberships	135	150	175	200

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

MANAGEMENT OBJECTIVES

- As conditions with the pandemic allow, reopen the Museum incorporating recommended best practices for safe operation of tours and programs.
- Continue to 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.
- Collaborate with the Old Greenbelt Theatre to install the 75th anniversary timeline exhibit in the Screening Room, their second space.

BUDGET COMMENTS

- 1) As of FY 2021, lines 02, 38, 39, 45, 53, 58 and 67 reflect new or increased expenditures due to the realignment of city/FOGM responsibilities.
- 2) Line 55, Office Expense, is much higher than budgeted due to the storage space rental costs for the Museum collection.
- 3) Funds in Miscellaneous, line 71, in FY 2022 will be used to reprint the Walking Tour Trail Guide brochure.
- 4) The Friends of the Greenbelt Museum's operating budget for FY 2022 will be \$40,000.
- 5) The Revenues listed below are based on past FOGM experience. FY 2021 Revenues were much lower due to the Pandemic.

GREENBELT MUSEUM Acct. No. 930	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$73,840	\$78,174	\$80,100	\$77,800	\$80,100	\$80,100
02 Part-Time Salaries	0	74	13,000	12,000	13,000	13,000
06 Building Maintenance	1,039	61	0	1,500	1,000	1,000
28 Employee Benefits	37,647	39,164	42,500	42,500	42,500	42,500
Total	\$112,526	\$117,472	\$135,600	\$133,800	\$136,600	\$136,600
OTHER OPERATING EXPENSES						
33 Insurance	\$60	\$58	\$100	\$100	\$100	\$100
34 Other Services - GHI Charges	9,772	10,074	10,400	10,400	10,400	10,400
38 Communications	2,727	2,809	3,000	3,000	3,000	3,000
39 Utilities						
Electric	1,281	1,416	3,000	1,500	3,000	3,000
Water & Sewer	372	337	400	300	400	400
45 Membership & Training	0	0	1,800	400	2,800	2,800
46 Maintain Building & Structure	519	901	500	500	500	500
53 Computer Expenses	0	0	300	300	0	0
55 Office Expense	101	4,516	8,400	25,800	21,900	21,900
58 Special Programs	0	0	1,500	100	1,500	1,500
67 Merchandise	0	0	3,000	300	3,000	3,000
71 Miscellaneous	3,025	3,986	3,000	3,800	3,000	3,000
Total	\$17,857	\$24,097	\$35,400	\$46,500	\$49,600	\$49,600
TOTAL GREENBELT MUSEUM	\$130,383	\$141,568	\$171,000	\$180,300	\$186,200	\$186,200
REVENUE SOURCES						
Admission Fees	\$0	\$0	\$1,000	\$0	\$1,000	\$1,000
Gift Shop Sales	0	0	6,000	200	6,000	6,000
Walking Tours	0	0	2,700	0	2,700	2,700
FOGM Transfer	0	0	13,000	13,000	13,000	13,000
Total	\$0	\$0	\$22,700	\$13,200	\$22,700	\$22,700

NON-DEPARTMENTAL

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

Workers' Compensation Insurance

In 2019, the city changed providers due to service and cost concerns. FY 2021 estimated expenditures are expected to be higher than the budget due to a higher number of complicated claims. For FY 2022, a 4.91% rate increase is expected and an expectation of continued high claim activity.

Other Services

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

Special Programs

The Greenbelt Theatre is an integral part of Roosevelt Center, a downtown shopping area. Funds have been budgeted to subsidize Friends of Old Greenbelt Theatre (FOGT) to ensure the current operator continues providing first-run and artistic films for the community at a reasonable cost.

During FY 2020, the subsidy increased to minimize the impact of the city's theater renovation project on the financial health of the non-profit operator. The subsidy reduced to the contracted required amount of \$50,000 for FY 2021.

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 by providing funding for 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 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
33 Insurance - Workers' Compensation						
Public Safety	\$317,970	\$343,169	\$377,700	\$410,000	\$430,000	\$559,772
Public Works	187,773	258,347	223,200	220,000	231,000	300,715
Recreation & Parks	14,733	16,013	18,300	1,700	1,700	2,213
Total Workers' Compensation	\$520,476	\$617,530	\$619,200	\$631,700	\$662,700	\$862,700
34 Other Services - Unemployment Ins.	292	5,666	2,000	50,000	20,000	20,000
46 Bldg. Maint. - Painting/Carpeting	8,874	6,500	6,000	6,000	6,000	6,000
58 Special Programs						
FOGT Subsidy	65,982	142,242	50,000	50,000	50,000	50,000
Homeowner Investment Program	0	0	10,000	10,000	10,000	10,000
CARES Act/COVID-19	0	66,627	0	0	0	0
Renter's Credit	4,087	4,256	5,000	5,000	5,000	5,000
Miscellaneous	8,952	1,125	4,500	4,500	4,500	4,500
Total Special Programs	\$79,021	\$214,251	\$69,500	\$69,500	\$69,500	\$69,500
72 Unallocated Appropriation	25,819	5,971	20,000	20,000	20,000	20,000
73 MD State Ret. Agency - Fees	29,041	27,107	29,000	29,000	29,000	29,000
73 Retiree Prescription Subsidy	29,278	36,002	20,000	20,000	20,000	20,000
93 CARES Act/COVID-19 Capital Expenses	0	32,128	0	0	0	0
TOTAL NON-DEPARTMENTAL	\$692,801	\$945,154	\$765,700	\$826,200	\$827,200	\$1,027,200

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. As approved by Council, an additional \$375,000 is being transferred in FY 2021. \$550,000 is proposed as the FY 2022 transfer.

Interfund Transfer – Capital Projects Fund

This transfer provides funds to address the city's physical infrastructure needs such as street and sidewalk repair, and park improvements. As approved by Council, an additional \$380,000 is being transferred in FY 2021. \$805,000 is budgeted as the transfer for FY 2022.

Interfund Transfer – Debt Service Fund

It is proposed to transfer \$1,010,000 to the Debt Service Fund from the General Fund in FY 2022. The Refunding Bond A (2001 Bond) debt balance will be \$1,540,294 as of July 2021. This debt is scheduled to be satisfied in FY 2027. In FY 2014, the unfunded liability in two of the city's retirement plans was refinanced and this debt was refinanced, (Refunding Bond B) again in FY 2021. As of July 2021, the balance of this debt will be \$2,180,457.

Tax Increment Financing (TIF) for Greenbelt Station was finalized in April 2019. As of July 2021 the debt balance is \$5,823,783.

The Greenbelt Lake Dam reconstruction was completed in FY 2021. In 2017, voters approved borrowing funds through a low-interest state loan for this project. The debt balance for this loan will be \$1,765,116 on July 1, 2021.

The payment schedule for these debt obligations is contained in the Debt Service Fund portion of the Other Funds section.

Interfund Transfer – Replacement Fund

Funds budgeted here are to support the replacement of the city’s vehicles and other equipment. As approved by Council, an additional \$440,000 will be transferred in FY 2021. In FY 2022, \$300,000 is proposed to be transferred.

Interfund Transfer – Special Projects

This transfer provides funding for certain activities within the Special Projects Fund.

An Economic Development Revolving Loan allocation was established in FY 2019. As approved by Council, an additional \$52,000 will be transferred in FY 2021 and \$25,000 is budgeted for 2021.

The Public Art allocation was initially budgeted in the Arts section (Account No. 685) of the Recreation Department, but was subsequently moved to the Special Projects Fund. As approved by Council, an additional \$5,000 will be transferred in FY 2021 and a \$5,000 transfer is proposed in FY 2022.

FUND TRANSFERS Acct. No. 999	FY 2019 Actual Trans.	FY 2020 Actual Trans.	FY 2021 Adopted Budget	FY 2021 Estimated Trans.	FY 2022 Proposed Budget	FY 2022 Adopted Budget
Operating Transfers to:						
Building Capital Reserve Fund	\$1,000,000	\$475,000	\$0	\$375,000	\$550,000	\$630,000
Capital Projects Fund	1,215,000	820,000	0	380,000	805,000	805,000
Debt Service Fund	805,000	817,000	1,010,000	1,010,000	1,010,000	1,010,000
Replacement Fund	350,000	360,000	1,700	441,700	300,000	300,000
Special Projects:						
Economic Development	52,000	25,000	25,000	77,000	25,000	25,000
Police Department	0	0	0	50,000	0	0
Recreation Dept. - Public Art	5,000	0	5,000	10,000	5,000	5,000
TOTAL FUND TRANSFERS	\$3,427,000	\$2,497,000	\$1,041,700	\$2,343,700	\$2,695,000	\$2,775,000

Fund Transfer History – Building Capital Reserve, Capital Projects & Replacement Funds

From FY 1992—FY 2015, transfers to these funds as a percent (%) of total General Fund expenditures generally declined from 7.8% in FY 1992 to 2.2% in FY 2015. During this same time period, the city added over 117,000 square feet of facilities. Like other city expenditures, Fund Transfers must increase over time to keep pace with growing costs. An annual transfer level of 6-8% of General Fund expenditures is needed to meet the city’s existing capital and equipment needs.

In FY 2016, the city began increasing budgeted transfers to address deferred facility and equipment needs. The FY 2021 Budget cut these transfers due to concerns about the Pandemic’s impact on city revenues. In FY 2019 and 2021, additional funds were transferred due to one-time expenditure savings. This resulted in improved fund balances and allowed the city to fund additional projects.

The FY 2022 proposed level is 5.2%, below the 6% minimum. These transfers will need to increase in future years to achieve the required level. New or dedicated revenues will need to be identified to meet new capital needs and/or expand the Capital Improvement Program.

