

MUSEUM AND MISCELLANEOUS

FISCAL YEAR 2023



BUDGETS IN THIS SECTION INCLUDE THE GREENBELT MUSEUM, GREENBELT CONNECTION, VARIOUS BUDGETARY RESERVES, AND THE FUND TRANSFER ACCOUNT.

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 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Adopted Budget	FY 2022 Estimated Trans.	FY 2023 Proposed Budget	FY 2023 Adopted Budget
OTHER OPERATING EXPENSES						
22 Organizational Leaders						
Swim Coaches	\$6,838	\$2,360	\$8,000	\$8,000	\$8,000	
30 Concert Band Conductor	3,600	0	3,600	3,600	3,600	
68 Contributions - Recognition						
01 - Boys & Girls Club	7,242	0	15,000	15,000	15,000	
02 - Aquatic Boosters	1,000	1,000	1,000	1,000	1,000	
03 - Greenbelt Concert Band	254	0	0	0	0	
04 - Greenbelt Youth Baseball	6,356	10,000	10,000	10,000	10,000	
06 - Greenbelt Tennis Association	0	0	0	0	0	
07 - Greenbelt Arts Center	34,300	34,300	34,300	34,300	34,300	
10 - Greenbelt Babe Ruth	3,500	3,500	3,500	3,500	3,500	
11 - Greenbelt Senior Softball	246	900	900	900	900	
16 - New Deal Café Arts (FONDCA)	2,800	0	2,800	2,800	2,800	
17 - Greenbelt Soccer Alliance	2,345	0	4,000	4,000	4,000	
18 - GEMZ	2,000	2,700	2,700	2,700	2,700	
20 - CHEARS	0	0	0	0	0	
21 - Ctr. For Dynamic Governance	3,600	0	5,000	5,000	5,000	
22 - Boys to Men	0	0	0	0	0	
23 - Greenbelt Unplugged	0	0	0	0	0	
Total Contributions	\$63,643	\$52,400	\$79,200	\$79,200	\$79,200	\$0
69 Grants						
11 - GIVES	\$1,506	\$1,506	\$1,500	\$1,500	\$1,500	
12 - Meals on Wheels	3,000	3,000	3,000	3,000	3,000	
13 - Washington Ear	1,000	1,000	1,000	1,000	1,000	
99 - Miscellaneous	0	0	1,500	1,500	1,500	
Total Grants	\$5,506	\$5,506	\$7,000	\$7,000	\$7,000	\$0
70 Advisory & Citizen Groups						
ACE	\$13,841	\$9,955	\$18,000	\$18,000	\$18,000	
CERT	399	1,126	1,500	1,500	1,500	
PSAC	0	0	900	900	900	
CART	1,071	414	1,500	1,500	1,500	
AAB	76	0	1,000	1,000	1,000	
FPAB	0	2,000	2,000	2,000	2,000	
Total Advisory & Citizen Groups	\$15,386	\$13,496	\$24,900	\$24,900	\$24,900	\$0
TOTAL GRANTS & CONTRIBUTIONS	\$94,973	\$73,762	\$122,700	\$122,700	\$122,700	\$0

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 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Estimated
Community Questionnaire Scores	<u>2015</u> n/a	<u>2017</u> n/a	<u>2019</u> 4.16	<u>2021</u> 4.14
Riders	6,155	6,244	6,200	6,200
Average of Riders per day	17	17	17	17
Mileage	23,407	21,283	22,000	22,000
Full Time Equivalents (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 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Adopted Budget	FY 2022 Estimated Trans.	FY 2023 Proposed Budget	FY 2023 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$71,511	\$77,817	\$74,300	\$74,300	\$80,000	
25 Repair/Maintain Vehicles	2,110	2,758	3,000	3,000	3,000	
27 Overtime	3,571	9	3,500	3,500	3,500	
28 Employee Benefits	28,526	29,058	31,000	31,000	31,000	
Total	\$105,717	\$109,642	\$111,800	\$111,800	\$117,500	\$0
OTHER OPERATING EXPENSES						
33 Insurance	\$21	\$24	\$100	\$100	\$100	
38 Communications	969	858	1,200	1,200	1,200	
48 Uniforms	336	529	500	500	500	
50 Motor Equipment						
Repairs & Maintenance	6,295	3,626	7,000	7,000	7,000	
Vehicle Fuel	7,060	6,393	5,500	5,500	5,800	
Total	\$14,682	\$11,430	\$14,300	\$14,300	\$14,600	\$0
TOTAL GREENBELT CONNECTION	\$120,399	\$121,071	\$126,100	\$126,100	\$132,100	\$0
REVENUE SOURCES						
Bus Fares	\$7,414	\$7,161	\$7,400	\$7,400	\$7,400	
General City Revenues	112,986	113,910	118,700	118,700	124,700	0
Total	\$120,399	\$121,071	\$126,100	\$126,100	\$132,100	\$0

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, but the position was left vacant in FY 2022 as a result of the pandemic.

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 for the first half of FY 2022, but will be accessible when the Community Center reopens in spring.
- From March 2020 through 2021, the Museum's historic house suspended drop in visits and most scheduled in-person tours in compliance with county and state directives. The Museum was not able to reopen the historic house in the first half of FY 2022 because of challenges regarding proper ventilation, the difficulty of social distancing in the small space, and having an adequate number of volunteers. Planning is underway to ensure that the Museum house will reopen for tours in the spring and summer of 2022. The Museum website and blog continue to be vital ways that the Museum is able to share Greenbelt history.
- In September, one of the Museum's signature events, the Retro Town Fair, was offered in person on the grounds of 10A and 10B Crescent. Participants submitted 30 entries including sewing and needlework projects, vegetables, baked goods, and canned goods. Over the course of the day, over 75 people visited the fair. The Fair is the Museum's version of the earliest Greenbelt Fairs, in which judges chose the best produce, flowers, crafts, and more.
- The Museum's annual holiday open house in December could not take place, but the Museum did participate in person at the Recreation Department's juried art and craft fair. Staff and volunteers



sold books, classic toys, mugs, ornaments, and cards. The event also allowed for significant outreach and education about the Museum.



- The Museum’s popular lecture series continued with virtual lectures in 2021. July’s lecture was entitled, *Exploring Greenbelt’s Pride Movement*. October’s lecture was *Aberdeen Gardens: A New Deal Community for Black Families*. In February, the Museum’s program was *Saving Black History Sites*. Over 125 people attended these programs. An additional lecture is planned for March, Women’s History Month, entitled *Women of WWII*. All of the aforementioned programs either are, or will be, available on the Museum’s YouTube channel.
- Museum staff and the FOGM Board continue to work on the establishment of an Education and Visitor Center at 10A Crescent, though the pandemic has caused significant delays. The Museum Director has continued to work with FOGM on Phase I of the 10A project which includes architectural design (completed) and engineering drawings (completed). A work session with City Council took place at the beginning of FY 2022, July 7, at which the architect, representatives from FOGM, and the Museum Director shared architectural plans and answered questions. The city owns the perpetual right to occupy the 10A space, as per the housing cooperative’s language, therefore all GHI’s rules and requirements regarding additions will be followed. Neighbor consent is one of GHI’s requirements and to that end an event was held on July 18, 2021 inviting neighbors to tour 10A Crescent, see the plans, and ask questions. Positive feedback was received at the event. A GHI Alterations Request Package has been acquired and work on it has begun. Following acquisition of permits from GHI, the city, and the county, which is expected to be complete in 2022, demolition, the final part of Phase I can begin. Planning for Phase II is ongoing. This phase includes renovation of 10A and construction of the addition. The addition will feature an accessible entrance, walkway, and restroom, as well as a gift shop. Phase III will include office furnishings, exhibits, AV equipment, floor coverings/mats, and other interior details. 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 will likely 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 frequently, despite the fact that 10A has not yet become the Education and Visitor Center. 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 the space is utilized for Museum events such as the holiday open house and Retro Town Fair.

- The Museum Director and FOGM have focused on fundraising for 10A in FY 2022. \$275,000 has been raised thus far in the quiet phase of the Capital Campaign. Funds have been raised 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. FOGM, in consultation with the Director, hired a fundraising consultant in December 2021. Work with the consultant is ongoing and the public phase of the Capital Campaign is projected to begin in the second half of 2022.
- Throughout FY 2022, the Museum Director responded to inquiries from City staff, citizens, authors, graduate students, the *Greenbelt News Review*, *The Washington Post*, the *Montgomery County Sentinel*, and researchers. Work included collaborating with the Planning Department for signage about Toaping Castle near the proposed Royal Farms store on Greenbelt Road, research on the origins of the city's logo, and research on the Rossville Rural Development, an area of Greenbelt that was to be utilized by Black families but that was never built. Other work included responding to inquiries regarding Greenbelt's history of housing segregation. The Director also assisted a professor and head of the English Department at Maynooth University in Ireland with research on Lenore Thomas Straus. She is writing a chapter on Thomas Straus in an upcoming book about women sculptors of the New Deal.
- The Director provided ongoing support to the Friends of the Greenbelt Museum. This includes the recruitment, hiring, and training of a new part time Officer Manager paid for by FOGM. The Director also assists in managing FOGM income. In addition, the Director attends all FOGM Board meetings and works closely with the Board to achieve fundraising and other strategic plan goals. In FY 2022, the FOGM Board created a mission statement which is as follows: The mission of the Friends of the Greenbelt Museum (FOGM), a 501(c)(3) organization, is to support, advise, and advocate for the Greenbelt Museum and its programs. FOGM helps support the Museum through focused fundraising initiatives and takes an active role in the stewardship of the Museum's buildings, collections, and grounds, by providing expert advice and informed advocacy.
- In person walking tours and educational group visits were unfortunately largely curtailed for much of FY 2022 due to state and local mandates. The Museum did, however, conduct socially distanced tours to small groups and hosted several virtual tours. A series of free tours was offered in both summer 2021 and spring 2022 and were well attended. Some of these tours featured the history of Greenbelt's North End, which was researched and presented by long-time volunteer and FOGM Board member, Stephen Oetken. Some of the groups who scheduled in person visits included George Washington University's Eleanor Roosevelt Papers (staff and interns),

Urban Planning graduate students from Georgetown University, and Regional planning students from Virginia Tech. A large group, up to 50 members of the National Town Builders Association, are planning a visit in May. One of the virtual experiences scheduled is for students in the University of Maryland’s Museum Studies and Material Culture program. Staff anticipates additional tours will be scheduled through the end of the fiscal year.



- As in FY 2021, the reduction in tours that the Museum experienced once again allowed for more professional development opportunities. A sampling of webinars and symposia attended by staff this year includes: Building Community-Based Archives, How to Make Virtual Events Accessible to People with Disabilities, Reframing History: A Conversation at the National Museum of American History, Digitizing History: Bringing Lower East Side Tenements to Life for 21st century Audiences, PG Parks Hispanic Heritage Panel Discussion, “Colorism vs. Racism: How Do These “Isms” Affect Afro Latino/a Communities?” and How To Recruit and Engage Younger Volunteers. In October, the Director was invited to serve on the Steering Committee of the UMD Museum Scholarship and Material Culture Graduate Certificate Program.

COLLECTIONS/ARCHIVES

- The Museum acquired several important artifacts this year which include: family photographs from the North End, city directories, and materials related to the planning and opening of the Greenbelt Metro station.
- A large portion of the Museum collection remains at ELY, Inc., a woman-owned, fine art storage company in Forestville, MD. Transfer of the items was necessary because when 10A is complete, the Museum will no longer have use of Room 306 in the Community Center.

ISSUES AND SERVICES FOR FY 2023

Planning for the new Education and Visitor Center at 10A Crescent will continue to consume staff resources. Architectural plans have been finalized and steps to achieve city and GHI approval have been taken, but not completed. It is now anticipated that city and GHI approval will be completed and permits obtained in FY 2023. FOGM began work with a fundraising consultant in FY 2022. Additional fundraising will also be sought in 2023. The goal is to begin renovations and construction of the addition in 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. A proposed merger with the Recreation Department may address some of these concerns should it be approved. FOGM continues to provide to support for the part-time Education and Volunteer Coordinator through annual grant to the city. In FY 2021, the FOGM part-time Office Manager resigned and a replacement is being sought who will be in place in FY 2023.





Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Estimated
Number of Special Tours	25	15	25	50
Participants in Special Tours	350	30	155	500
Number of Sunday Visitors	250	0	0	450
Number of Program Attendees	245	455	500	600
Number of Exhibit Visitors*	1,100	0	100	2,500
Number of Volunteer/Intern Hours	2,400	200	1,200	2,400
Number of Memberships	150	125	125	150

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

MANAGEMENT OBJECTIVES

- Continue to guide the Museum back to pre-pandemic operations including tours, programs and on-site events. Incorporate recommended best practices for safe operation.
- 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.
- Manage and oversee progress on the establishment of the Education and Visitor Center at 10A Crescent while complying with all Greenbelt Homes, Inc. rules and regulations, as well as the new Neighborhood Conservation Overlay Zone.

BUDGET COMMENTS

- 1) Line 55, Office Expense, funds the storage space rental for the Museum collection.
- 2) The Revenues listed below are based on past FOGM experience. It is anticipated that revenues will rebound to pre-pandemic levels in FY 2023.

GREENBELT MUSEUM Acct. No. 930	FY 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Adopted Budget	FY 2022 Estimated Trans.	FY 2023 Proposed Budget	FY 2023 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$78,174	\$79,824	\$80,100	\$80,100	\$83,400	
02 Part-Time Salaries	74	11,627	13,000	13,000	13,000	
06 Building Maintenance	61	1,381	1,000	1,000	1,000	
28 Employee Benefits	39,164	41,153	42,500	42,500	43,100	
Total	\$117,472	\$133,984	\$136,600	\$136,600	\$140,500	\$0
OTHER OPERATING EXPENSES						
33 Insurance	\$58	\$50	\$100	\$100	\$100	
34 Other Services - GHI Charges	10,074	10,209	10,400	10,400	11,400	
38 Communications	2,809	3,128	3,000	3,000	3,000	
39 Utilities						
Electric	1,416	2,387	3,000	3,000	3,000	
Water & Sewer	337	330	400	400	400	
45 Membership & Training	0	0	2,800	2,800	2,800	
46 Maintain Building & Structure	901	1,785	500	500	500	
53 Computer Expenses	0	0	0	0	0	
55 Office Expense	4,516	18,800	21,900	21,900	23,400	
58 Special Programs	0	0	1,500	1,500	1,800	
67 Merchandise	0	300	3,000	3,000	3,000	
71 Miscellaneous	3,986	3,800	3,000	3,000	3,000	
Total	\$24,097	\$40,788	\$49,600	\$49,600	\$52,400	\$0
TOTAL GREENBELT MUSEUM	\$141,568	\$174,772	\$186,200	\$186,200	\$192,900	\$0
REVENUE SOURCES						
Admission Fees	\$0	\$0	\$1,000	\$0	\$1,000	
Gift Shop Sales	0	0	6,000	3,000	6,000	
Walking Tours	0	0	2,700	1,000	2,700	
FOGM Transfer	0	0	13,000	13,000	13,000	
Total	\$0	\$0	\$22,700	\$17,000	\$22,700	\$0

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 2023 estimated expenditures are expected to be higher for the second consecutive year due to a higher number of complicated claims. For FY 2023, a 10% rate increase is budgeted.

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 was reduced to the contracted required amount of \$50,000 for FY 2021 and is proposed at the same level for FY 2023.

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. One initiative involves the results of the compensation study taking place in FY 2022. The results of the study are anticipated to be available by the end of the current fiscal year and \$250,000 is budgeted to begin implementation.

NON-DEPARTMENTAL Acct. No. 990	FY 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Adopted Budget	FY 2022 Estimated Trans.	FY 2023 Proposed Budget	FY 2023 Adopted Budget
33 Insurance - Workers' Compensation						
Public Safety	\$343,169	\$433,976	\$559,772	\$559,772	\$615,800	
Public Works	258,347	230,145	300,715	300,715	330,800	
Recreation & Parks	16,013	1,657	2,213	2,213	2,500	
Total Workers' Compensation	\$617,530	\$665,778	\$862,700	\$862,700	\$949,100	\$0
34 Other Services - Unemployment Ins.	5,666	40,715	20,000	20,000	20,000	
46 Bldg. Maint. - Painting/Carpeting	6,500	6,750	6,000	6,000	6,000	
58 Special Programs						
FOGT Subsidy	142,242	48,000	50,000	50,000	50,000	
Homeowner Investment Program	0	30	10,000	10,000	10,000	
CARES Act/COVID-19	66,627	932,370	0	0	0	
Renter's Credit	4,256	3,158	5,000	5,000	5,000	
Miscellaneous	1,125	0	4,500	4,500	4,500	
Total Special Programs	\$214,251	\$983,558	\$69,500	\$69,500	\$69,500	\$0
72 Unallocated Appropriation	5,971	53,397	20,000	20,000	270,000	
73 MD State Ret. Agency - Fees	27,107	23,709	29,000	29,000	29,000	
73 Retiree Prescription Subsidy	36,002	51,878	20,000	20,000	20,000	
93 CARES Act/COVID-19 Capital Expenses	32,128	428,991	0	0	0	
TOTAL NON-DEPARTMENTAL	\$945,154	\$2,254,776	\$1,027,200	\$1,027,200	\$1,363,600	\$0

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. There is no proposed transfer from the General Fund in FY 2023. Funds for building improvements will be transferred from the Special Projects Fund - ARPA for proposed improvements.

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. There is no proposed transfer from the General Fund in FY 2023. Funds for Capital Projects will be transferred from the Special Projects Fund - ARPA for proposed improvements.

Interfund Transfer – Debt Service Fund

It is proposed to transfer \$1,040,000 to the Debt Service Fund from the General Fund in FY 2023. The Refunding Bond A (2001 Bond) debt balance will be \$1,247,607 as of July 2022. 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 2022, the balance of this debt will be \$2,017,987.

Tax Increment Financing (TIF) for Greenbelt Station was finalized in April 2019. As of July 2022 the debt balance is \$5,562,629.

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 \$1,675,515 on July 1, 2022.

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. There is no proposed transfer from the General Fund in FY 2023. Funds for the Replacement Fund will be transferred from the Special Projects Fund - ARPA for proposed improvements.

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. \$25,000 is budgeted for FY 2023.

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. A \$5,000 transfer is proposed in FY 2023.

FUND TRANSFERS Acct. No. 999	FY 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Adopted Budget	FY 2022 Estimated Trans.	FY 2023 Proposed Budget	FY 2023 Adopted Budget
Operating Transfers to:						
Building Capital Reserve Fund	\$475,000	\$375,000	\$630,000	\$630,000	\$0	
Capital Projects Fund	820,000	380,000	805,000	805,000	0	
Debt Service Fund	817,000	1,010,000	1,010,000	1,010,000	1,040,000	
Replacement Fund	360,000	441,700	300,000	300,000	0	
Special Projects:						
Economic Development	25,000	77,000	25,000	25,000	25,000	
Police Department	0	50,000	0	0	0	
Recreation Dept. - Public Art	0	10,000	5,000	5,000	5,000	
TOTAL FUND TRANSFERS	\$2,497,000	\$2,343,700	\$2,775,000	\$2,775,000	\$1,070,000	\$0

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.

