

General Fund

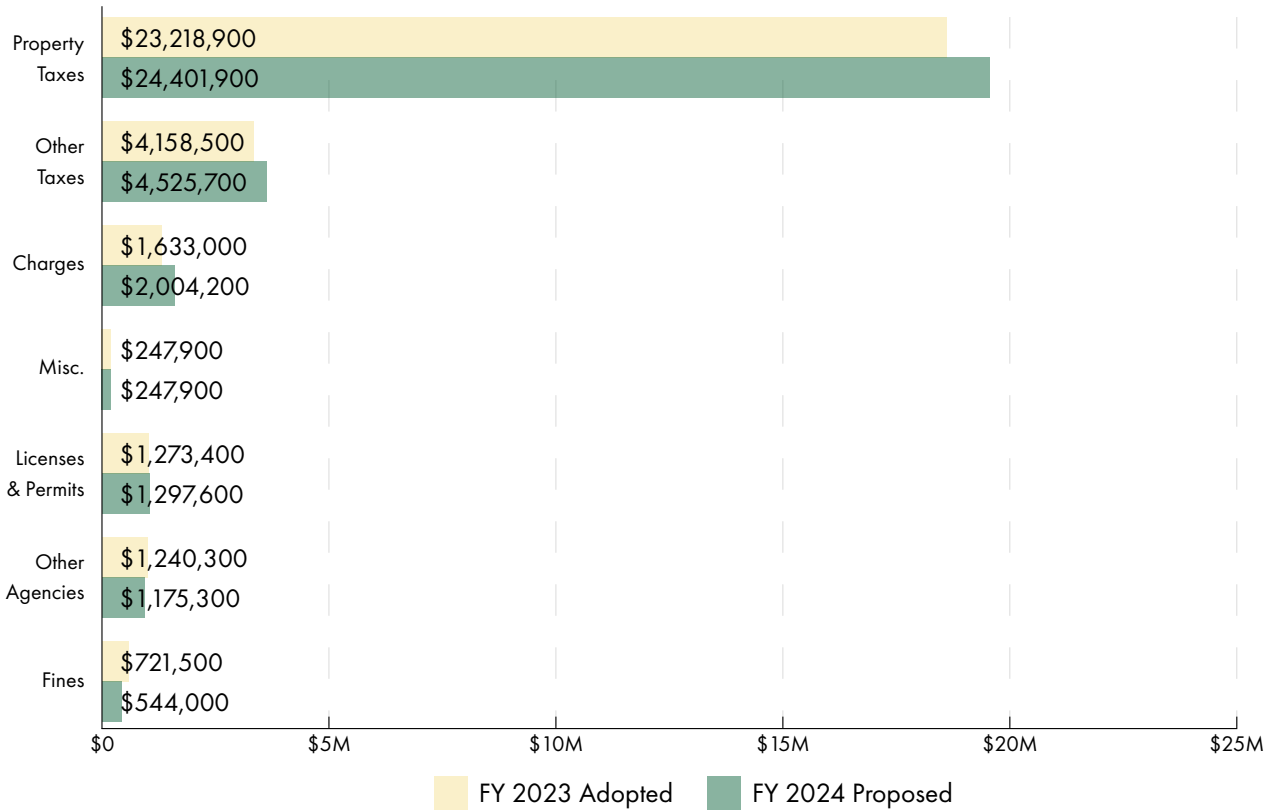
Fiscal Year 2024



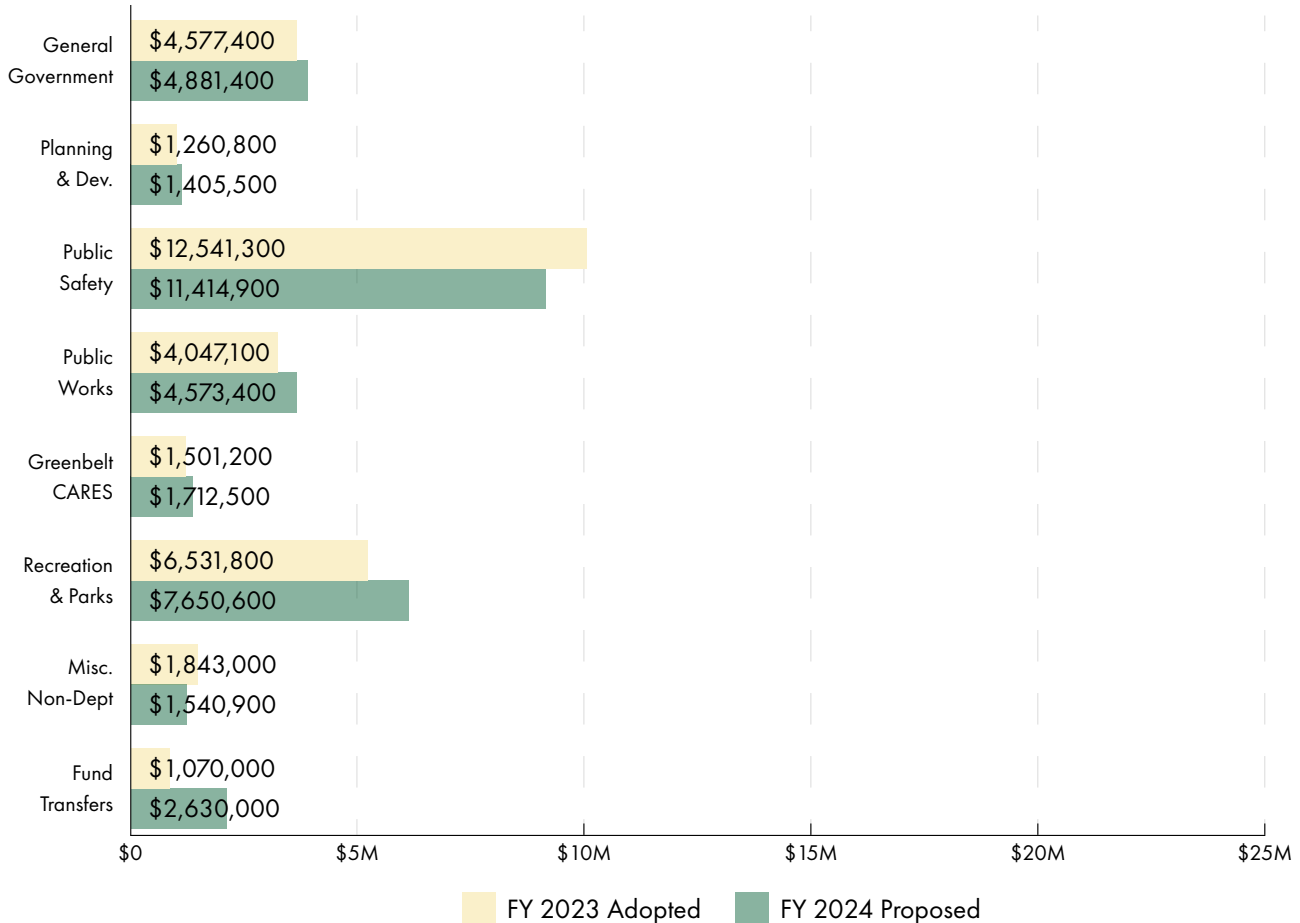
General Fund Summary

	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
FUND BALANCE AS OF JULY 1						
Unassigned	\$7,290,786	\$9,921,881	\$12,077,614	\$12,057,814	\$13,080,934	
Nonspendable & Assigned	1,261,290	1,261,290	623,521	750,000	750,000	
TOTAL FUND BALANCE	\$8,552,076	\$11,183,171	\$12,701,135	\$12,807,814	\$13,830,934	\$0
REVENUES						
Real Estate Taxes	\$19,908,933	\$20,532,169	\$21,382,200	\$21,376,800	\$22,505,200	\$0
Personal Property Taxes	1,911,488	1,914,150	1,836,700	1,836,700	1,896,700	0
Other Taxes	4,322,330	4,763,097	4,158,500	4,130,400	4,525,700	0
Licenses and Permits	1,465,385	1,217,555	1,273,400	1,227,800	1,297,600	0
Intergovernmental	2,508,019	1,267,598	1,240,300	1,175,300	1,175,300	0
Charges for Services	1,009,747	1,519,817	1,633,000	1,908,400	2,004,200	0
Fines and Forfeitures	808,374	912,646	721,500	821,500	544,000	0
Interest	8,684	11,699	20,000	89,900	100,000	0
Miscellaneous Revenue	295,148	335,793	247,900	247,900	247,900	0
Interfund Transfers	364,700	32,000	839,300	839,300	1,600,000	0
TOTAL REVENUES	\$32,602,807	\$32,506,524	\$33,352,800	\$33,654,000	\$35,896,600	\$0
EXPENDITURES						
General Government	\$4,085,698	\$3,711,372	\$4,577,400	\$4,058,280	\$4,881,400	\$0
Planning and Development	858,938	823,261	1,260,800	973,200	1,405,500	0
Public Safety	10,296,950	10,424,004	12,541,300	12,282,100	11,414,900	0
Public Works	3,912,387	3,918,502	4,047,100	3,967,600	4,573,400	0
Greenbelt CARES	1,260,998	1,428,495	1,501,200	1,664,100	1,712,500	0
Recreation and Parks	5,011,382	5,435,959	6,531,800	6,682,800	7,659,600	0
Miscellaneous	369,605	416,974	440,400	440,200	281,500	0
Non-Departmental	2,254,776	1,038,692	1,402,600	1,402,600	1,259,400	0
Fund Transfers	1,041,700	2,775,000	1,070,000	1,160,000	2,630,000	0
TOTAL EXPENDITURES	\$29,092,434	\$29,972,259	\$33,372,600	\$32,630,880	\$35,818,200	\$0
Fund Balance Increase/(Decrease)	\$3,510,373	\$2,534,265	(\$19,800)	\$1,023,120	\$78,400	\$0
FUND BALANCE AS OF JUNE 30						
Unassigned	\$9,921,881	\$12,077,614	\$12,057,814	\$13,080,934	\$13,159,334	\$0
Nonspendable & Assigned	1,261,290	623,521	750,000	750,000	750,000	0
TOTAL FUND BALANCE	\$11,183,171	\$12,701,135	\$12,681,335	\$13,830,934	\$13,909,334	\$0
% Unassigned Fund Balance to Expenditures for the Year	34.1%	40.3%	36.1%	40.1%	36.7%	0.0%
Revenue Increase/(Decrease) as a %	5.72%	-0.30%	2.30%	3.22%	6.66%	6.66%
Expenditure Increase/(Decrease) as a %	0.67%	3.02%	14.71%	12.16%	9.77%	9.77%
Net Cash Flow Growth Rate as a %	5.05%	-3.32%	-12.41%	-8.94%	-3.10%	-3.10%

Revenues



Expenditures



FY 2023 PROPOSED REVENUE



Property Taxes	Other Taxes	Charges	Misc.	Licenses & Permits	Other Agencies	Fines
71.34¢	13.23¢	5.87¢	0.72¢	3.80¢	3.44¢	1.6¢

FY 2023 PROPOSED EXPENDITURES



General Government	Planning & Dev.	Public Safety	Public Works	Greenbelt CARES	Recreation & Parks	Misc. Non-Dept	Fund Transfers
13.63¢	3.92¢	31.88¢	12.77¢	4.78¢	21.37¢	4.31¢	7.34¢

GENERAL FUND SUMMARY - REVENUES

Account Classification	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
TAXES						
411000 Real Property						
411100 Real Property	\$20,078,154	\$20,872,806	\$22,111,000	\$22,205,600	\$23,334,000	
411200 Property Abatement	(24,219)	(26,478)	(450,000)	(450,000)	(450,000)	
411210 Real Prop. Abate. Prior Yr.	(15,229)	(220,493)	(150,000)	(250,000)	(250,000)	
411220 Homestead Tax Credit	(73,104)	(44,503)	(76,100)	(76,100)	(76,100)	
411230 Homeowners Tax Credit	(56,671)	(49,163)	(52,700)	(52,700)	(52,700)	
Total Real Property Taxes	\$19,908,933	\$20,532,169	\$21,382,200	\$21,376,800	\$22,505,200	\$0
412000 Personal Property						
412100 Personal Property - Local	13,334	14,033	16,000	16,000	16,000	
412110 Public Utilities	324,703	330,625	330,000	330,000	340,000	
412120 Ordinary Business Corp.	1,410,111	1,435,234	1,350,000	1,350,000	1,400,000	
412140 Local Prior Year Taxes	0	0	0	0	0	
412150 Utility Prior Year Taxes	24	0	0	0	0	
412160 Ordinary Prior Year Taxes	112,247	108,816	112,000	112,000	112,000	
412200 Abatements - Current	(55,877)	(67,075)	(56,000)	(56,000)	(56,000)	
412210 Abatements - Prior Year	(47,325)	(50,169)	(50,000)	(50,000)	(50,000)	
413100 Penalties & Interest	59,571	47,984	40,000	40,000	40,000	
414100 Payment in Lieu	94,700	94,700	94,700	94,700	94,700	
Total Personal Property Taxes	\$1,911,488	\$1,914,150	\$1,836,700	\$1,836,700	\$1,896,700	\$0
421000 Other Taxes						
421100 Income Taxes	3,419,532	3,550,113	3,200,000	3,200,000	3,360,000	
421200 Admiss & Amusements	9,866	130,922	60,000	60,000	100,000	
421300 Hotel/Motel Tax	321,283	475,698	300,000	300,000	350,000	
422100 Highway	571,649	606,365	598,500	570,400	715,700	
Total Other Taxes	\$4,322,330	\$4,763,097	\$4,158,500	\$4,130,400	\$4,525,700	\$0
TOTAL TAXES	\$26,142,751	\$27,209,415	\$27,377,400	\$27,343,900	\$28,927,600	\$0
LICENSES & PERMITS						
431000 Street Use						
431100 Street Permits	\$7,410	\$9,354	\$5,000	\$5,000	\$5,000	
431200 Residential Prop. Fees	678,333	643,997	698,800	691,000	758,600	
431300 Bldg. Construction	109,370	10,935	30,000	10,000	12,000	
431400 Commercial Property	243,275	132,624	150,000	150,000	150,000	
431500 Variance/Departure	2,050	2,300	1,000	2,300	1,000	
431600 Dev. Review Fees	3,493	0	5,000	1,500	1,500	
432000 Business Permits						
432100 Traders	30,905	32,480	32,000	32,000	32,000	
432300 Liquor License	7,663	6,226	12,000	6,400	6,400	
432400 Non-Residential Alarm	18,900	33,700	30,000	20,000	20,000	
433000 Other Licenses & Permits						
433200 Dog Park Fees	603	270	500	500	1,000	
433300 Boats	21	21	100	100	100	
433400 Cable Television	363,362	345,649	309,000	309,000	310,000	
TOTAL	\$1,465,385	\$1,217,555	\$1,273,400	\$1,227,800	\$1,297,600	\$0

Account Classification	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
REVENUE FROM OTHER AGENCIES						
441000 Grants from Federal Gov't						
441105 HIDTA	\$3,120	\$0	\$8,000	\$8,000	\$8,000	
441114 Service Coordinator	38,240	67,964	78,000	78,000	78,000	
442000 Grants from State Gov't						
442101 Police Protection	444,413	432,223	445,000	445,000	445,000	
442102 Youth Services Bureau	65,008	65,008	65,000	0	0	
442118 Maryland State Arts	41,186	50,722	44,700	44,700	44,700	
442127 SASS	115,654	103,875	80,000	80,000	80,000	
442199 Traffic Safety (SHA)	(190)	41,765	35,000	35,000	35,000	
443000 Grants from County Gov't						
443102 Youth Services Bureau	50,000	80,000	80,000	80,000	80,000	
443106 Landfill Disposal Rebate	57,652	57,652	57,700	57,700	57,700	
443107 Code Enforcement	6,500	6,500	6,500	6,500	6,500	
443110 Financial Corporation	437	437	400	400	400	
443127 School Resource Officer	0	80,000	80,000	80,000	80,000	
443128 M-NCPPC	260,000	260,000	260,000	260,000	260,000	
443129 Cares Act	1,421,000	0	0	0	0	
443199 One Time Grants	5,000	21,453	0	0	0	
TOTAL	\$2,508,019	\$1,267,598	\$1,240,300	\$1,175,300	\$1,175,300	\$0
SERVICE CHARGES FOR SERVICES						
451000 Sanitation & Waste Removal						
451100 Waste Collection & Disposal	\$667,638	\$671,522	\$679,000	\$679,000	\$679,000	
451200 Recycling Fee	7,137	7,137	7,200	7,200	7,200	
452000 - 457000 Recreation						
452101 Therapeutic Recreation	823	1,856	3,000	4,000	5,000	
452102 Park Permits	160	225	1,000	0	0	
452103 Tennis Courts Lighting	3,065	8,866	6,000	6,000	2,000	
452105 Recreation Concessions	7	1,093	1,500	3,000	3,000	
452199 Miscellaneous	225	1,100	1,000	1,000	2,000	
452200 Recreation Centers	2,561	12,428	22,500	13,000	15,200	
453000 Aquatic and Fitness Center	48,826	325,063	216,500	436,000	454,000	
454000 Community Center	101,448	109,217	150,900	143,000	151,100	
455000 Greenbelt's Kids	86,061	223,492	360,000	401,300	470,800	
456000 Fitness & Leisure	35,897	45,431	57,000	58,500	58,500	
457000 Arts	45,969	98,897	116,000	145,000	145,000	
458000 Other Charges/Fees						
458101 GED Co-pay	65	140	1,500	1,500	1,500	
458103 Bus Fares	6,490	6,747	7,400	7,400	7,400	
458202 Pet Adoption	3,375	6,605	2,500	2,500	2,500	
TOTAL	\$1,009,747	\$1,519,817	\$1,633,000	\$1,908,400	\$2,004,200	\$0

Account Classification	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
FINES & FORFEITURES						
460101 Parking Citations	\$24,308	\$16,229	\$25,000	\$25,000	\$25,000	
460102 Citation Late Fees	625	200	3,000	3,000	3,000	
460103 Impound Fees	7,100	7,250	7,000	7,000	7,000	
460121 Municipal Infractions	625	9,645	7,000	7,000	7,000	
460122 False Alarm Fees	0	0	2,000	2,000	2,000	
460201 Red Light Camera Fines	495,804	649,325	450,000	550,000	500,000	
460301 Speed Camera Fines	279,912	229,997	227,500	227,500	0	
TOTAL	\$808,374	\$912,646	\$721,500	\$821,500	\$544,000	\$0
470000 Interest & Dividends	\$8,684	\$11,699	\$20,000	\$89,900	\$100,000	
MISCELLANEOUS REVENUES						
480101 Rents & Concessions	\$0	\$30	\$200	\$200	\$200	
480200 Sale of Recyclable Material	4,970	5,029	5,000	5,000	5,000	
480301 Other	64,065	14,932	15,000	15,000	15,000	
480303 EV Charging Station	678	1,002	500	500	500	
480402 Animal Control Contri.	1,165	213	1,000	1,000	1,000	
480403 Franklin Park Partnership	69,996	69,996	70,000	70,000	70,000	
480404 Four Cities Street Cleaning	93,264	93,936	86,800	86,800	86,800	
480405 IWIF Reimbursement	7,429	37,237	10,000	10,000	10,000	
480406 GRH Service Coordinator	27,700	27,700	27,700	27,700	27,700	
480407 Greenbelt West Dev.	0	58,774	0	0	0	
480409 GRH Mental Wellness	9,600	10,800	10,000	10,000	10,000	
480499 Maglev Donations	3,281	0	0	0	0	
480501 Museum Admission Fees	0	0	1,000	1,000	1,000	
480502 Museum Gift Shop Sales	0	2,544	5,000	5,000	5,000	
480503 Museum Walking Tours	0	600	2,700	2,700	2,700	
480504 Museum FOGM Transfer	13,000	13,000	13,000	13,000	13,000	
TOTAL	\$295,148	\$335,793	\$247,900	\$247,900	\$247,900	\$0
INTERFUND TRANSFERS						
From Capital Projects Fund	\$0	\$0	\$0	\$0	\$0	
From Building Capital Reserve Fund	0	0	0	0	0	
MEA Grant Match (from BCR)	0	0	0	0	0	
490101 From Special Projects Fund	364,700	32,000	839,300	839,300	0	
From Capital Reserve (Capital Projects)	0	0	0	0	1,600,000	
TOTAL	\$364,700	\$32,000	\$839,300	\$839,300	\$1,600,000	\$0
TOTAL GENERAL FUND REVENUES	\$32,602,807	\$32,506,524	\$33,352,800	\$33,654,000	\$35,896,600	\$0

REAL PROPERTY	Date of Finality	Actual and Estimated FY 2023		Proposed FY 2024	
		Assessment	Adopted Rate \$0.8275	Assessment	Proposed Rate \$0.8275
Full Year	January 1	\$2,672,019,219	\$22,111,000	\$2,819,772,845	\$23,333,661
3/4 Year Additions	April 1				
1/2 Year Additions	July 1				
1/4 Year Additions	October 1				
Homestead Credit		(10,644,000)	(88,100)	(10,644,000)	(88,100)
Homeowners Credit		(6,360,000)	(52,700)	(6,360,000)	(52,700)
Abatements - Real Property		(72,511,099)	(600,000)	(60,421,099)	(500,000)
Total		\$2,582,504,120	\$21,370,200	\$2,742,347,746	\$22,692,861

PERSONAL PROPERTY	Date of Finality	Actual and Estimated FY 2023		Proposed FY 2024	
		Assessment	Revenue Rate \$1.7225	Assessment	Proposed Rate \$1.7225
Locally Assessed	January 1	\$811,600	\$14,000	\$811,600	\$14,000
Public Utilities	January 1	19,100,700	330,000	19,100,700	330,000
Business Corporations	January 1	78,391,000	1,350,000	78,391,000	1,350,000
Abatements - Personal Property	January 1	(2,724,800)	(47,000)	(2,724,800)	(47,000)
Total		\$95,578,500	\$1,647,000	\$95,578,500	\$1,647,000

One cent (1¢) on the Real Property Tax Rate Yields			\$312,100		\$312,100
One cent (1¢) on the Personal Property Tax Rate Yields			\$9,600		\$9,600
Total Yield for One cent (1¢) on the Real & Personal Property Tax Rates			\$321,700		\$321,700

Note: Prior to FY 2001, real property was assessed at 40% of actual value. This accounts for the difference in tax rates between real and personal property.

Sources of Revenue

In this section, revenue sources in the General Fund are explained with comparisons between previous years' actual receipts, estimates for the current year, and the proposed revenue for the new fiscal year. The City's Fund Balance is also discussed. Revenues are budgeted on a modified accrual basis which means they are recorded when revenues are measurable and available to spend. The major categories of revenue are: 1) Real Property Tax, 2) Ordinary Business Corporations (Corporate Personal Property Tax), 3) State Shared Taxes, 4) Licenses and Permits, 5) Revenue from Other Agencies, 6) Service Charges, 7) Fines and Forfeitures and 8) Miscellaneous Revenue.

THE IMPACT OF COVID-19 ON CITY REVENUE

In early 2020, the Covid-19 pandemic took a major toll on the U.S. economy, as well as the economies of state and local governments—including the City of Greenbelt. There were some revenue losses during this period that varied by source. The City took deliberate steps to address the pandemic at the onset as well as during the subsequent two years and these responses were effective in keeping the City operating. Specifically, in late FY 2020 and throughout the FY 2021 year, the City responded by restricting public access to most city facilities and canceling programs to ensure the health and safety of its residents and employees. The City Manager also issued an emergency declaration to support response, recovery and related operational and financial needs. This included implementing a number of expenditure reductions including: 1) the deferral of some capital projects; 2) the continuation of vacant positions/selective hiring freeze; 3) the elimination non-essential training; 4) the deferral of employee raises and cost of living adjustments (COLAs); and 5) the delaying of the implementation of new initiatives (e.g. Employee Compensation Study). The City also used the federal Coronavirus Relief Funds to help manage the increased demand for assistance to our residents and businesses which helped to keep our budgets balanced. In late FY 2021 and early FY 2022, the City was awarded funds from



the American Rescue plan Act (ARPA) which allowed the City to continue assisting residents and businesses during Covid-19 times. The receipt of these federal funds also helped to cover expenses during the pandemic and this eliminated the need for the City to use any part of its fund balance/reserve funds.

The City began to rebound in late FY 2022 when Governor Larry Hogan, and subsequently Prince George’s County Executive Angela Alsobrooks, announced the lifting of most restrictions including the lifting all capacity limits, and the lifting the mandatory wearing of masking and distancing protocols. The City of Greenbelt continued to reassess the trends and activities each quarter to determine the timing for restoring activities and reinstating delayed program expenditures and these efforts continued as we moved into the 2023 fiscal year. During this time, City leadership continues to closely monitor the latest Covid-19 data and all Prince George’s County Executive Orders and planned its activities accordingly. In FY 2023, we operated deliberately, but cautiously, and did not attempt to return to pre-pandemic levels for most revenue and

expenditures. With the federal funds from the American Rescue Plan Act (ARPA) in hand, the City continues to assist Greenbelt residents and businesses.

In FY 2024, it is assumed that all Covid-19 restrictions will remain lifted and City offices and other city facilities will continue to be open and fully operational. Because of this, City leadership is planning to return to pre-pandemic levels for many planned activities. Residents seem poised to participate in City programs and activities and most businesses in Greenbelt are operating at higher level and many have returned to close to pre-pandemic levels. This will have a direct bearing on the City’s revenue. A detailed review of each revenue source was conducted to determine whether current trends support the notion that Covid-19 impacts are minimal and City revenues are likely to return to pre-pandemic (FY 2019) levels. In the FY 2024 budget, we offer some, but not all revenue sources increasing. Detailed information about each revenue line is contained in Revenue Matters and Forecast section below.



FUND BALANCE

Fund Balance represents the accumulated total of revenues over expenditures since the beginning of the government in June 1937. Up until early 2021, the City’s Fund balance guideline was to maintain a minimum balance equal to 10% of General Fund expenditures. In September 2021, City Council adopted the recommendations from Davenport & Company LLC to implement several new financial policies including creating 1) a rainy-day fund, 2) a budget stabilization fund and 3) a capital reserve fund. The specific guidelines are detailed in the following Fund Balance Goal/Guidelines Section.

FUND BALANCE GOAL/GUIDELINE

The City of Greenbelt continues to maintain reserves to address any unforeseen circumstances i.e., a revenue shortfall, an emergency major operating expenditure or a major capital project. The new financial policies adopted by Council require the following reserve funds:



Rainy Day Fund: The City will establish a Rainy-Day Fund (“RDF”) that will be maintained at a level not less than fifteen percent (15%) of General Fund expenditures. Reserves in the RDF should be considered restricted and only available for use to help offset significant revenue or expenditure fluctuations driven by extreme one-time events such as natural disasters, global pandemics, economic recessions, and/or federal mandates. Use of RDF reserves requires a supermajority vote of City Council.

Budget Stabilization Fund: The City will establish a Budget Stabilization Fund (“BSF”) that will be maintained at a level not less than three percent (3%) and a target of five percent (5%) of General Fund expenditures. Reserves in the BSF can help offset any revenue or expenditure fluctuation that may occur in any given fiscal year with a simple majority vote of City Council. Reserves in the BSF should be utilized before any draws can be made on the RDF.

Capital Reserve Fund: The City recognizes that continued, periodic reinvestment and maintenance of capital infrastructure is critical to maintaining the quality of life for residents and businesses and minimizing the additional cost associated with deferred maintenance. Direct funding for the Capital Reserve Fund (“CRF”) shall come from 50% of any annual operating surpluses in the City’s General Fund, as long as the City’s 15% policy for the RDF and 5% target for the BSF have been met.

This reserve is part of the City’s unassigned General Fund balance and the breakdown is as follows for FY2021 and FY2022.

DETAILED BREAKDOWN OF UNASSIGNED FUND BALANCE

	Fiscal Year 2021	Fiscal Year 2022*
Rainy Day Fund	\$4,226,235	\$4,215,501
Budget Stabilization Fund	1,408,745	1,405,167
Capital Reserve Fund	1,627,656	2,910,829
Set-Aside for Future Abatements	-	1,200,000
Remaining Unassigned Fund Balance	\$2,659,245	2,346,117
TOTAL:	\$9,921,881	\$12,077,614

*The reason for the slight decline in the Rainy-Day Fund and Budget Stabilization Fund reserve amounts between FY21 and FY22 is due to General Fund expenditures declining from \$28,174,900 in FY21 to \$28,103,337 in FY22.

It is important to highlight the new financial policy that established the Capital Reserve Fund. The requirement is to set aside money to ensure continuous funding of capital projects year after year. This was one of the reasons the City engaged the services of Davenport to help City staff explore other possible financing strategies that could afford the City the ability to support its long-term Capital Projects (infrastructure projects, e.g. road reconstruction, building renovations, etc.) which could eventually eliminate the “pay as you go” approach. These financial policies are now in place and should help the City maintain adequate funds necessary to finance emergency capital projects and to continue running the City when unexpected expenditures or revenue shortfalls occur.

The General Fund Summary sheet (page 1) shows the allocation of monies that have been designated for a specific use within the City’s total Fund Balance. This portion of Fund Balance complements the remaining funds which are undesignated and unreserved. Examples of designated Fund Balance include funds set aside for inventories and encumbrances for obligations initiated in a prior fiscal year that is not payable until the subsequent fiscal year. These funds must be used for the designated purpose. Again, the unassigned Fund Balance of the General Fund has been allocated per the new financial policies mentioned above.

REVENUE MATTERS & FORECASTS

During periods of healthy revenue growth, governments must prepare for the next economic downturn. This is especially true for municipal governments as many of their revenue sources are dictated, controlled, and/or influenced by the larger governmental entities in which they are located. Fiscal Year 2024 will be the sixth-consecutive year in which overall revenues are projected to increase over the previous fiscal year (Adopted Budget).

The City recognizes the need to increase its reserves in the funds that pay for infrastructure obligations. The objective in taking this “long view” is to be prepared for the inevitable economic downturn whenever it may occur because infrastructure is one of the first areas to be cut during periods of declining revenue. Therefore, the City continues efforts to implement efficient spending plans and increase capital project funding during good times to ensure available funds during leaner fiscal years that may come.

Real estate revenue continues to be the City’s largest source of income. In the FY2024 Proposed Budget, net real estate revenue (revenue less abatements and other reductions) accounts for 65.65% of the total General Fund revenue. This is 7.15% higher than the 58.50% five years ago. Last year, it was 67.83% of the total General Fund revenue in FY2023—approximately 9.33% higher than the 58.50% five years ago in FY2017. Records indicate real estate revenue was 73.62% of total General Fund revenue thirteen years ago in FY2010.

This indicates the City continues to rely greater on property taxes to support its programs and activities. The advantage of this is that property taxes do not usually experience an immediate collapse in its revenues during a recession or down times. Local assessment practices require that cities wait to estimate the value of land and property until the property is exchanged on the market or an assessment is conducted. Current property tax bills, therefore, typically reflect the values of the property anywhere from eighteen months to several years prior to collection. This makes property tax collection less responsive, or “elastic,” in the short term—but over time, as rising unemployment dampens real-estate demand, the City will feel the impact of recessionary times somewhat like COVID-19 times when unemployment was extremely high. As in prior years, this trend of continued high reliance on real estate revenue continues to place the City in a vulnerable position fiscally if, and when, the next recession occurs. It is noted in late FY2022, various economists predicted a possible recession in the next eighteen months—a time when this FY2024 proposed budget will be in place. Our best defense against a slowing economy continues to be a diversified revenue stream and to continue funding the new Budget Stabilization Fund. This new financial policy requires that 3% - 5% be set aside each year to address any revenue shortfalls. As this fund grows each year, the City of Greenbelt will be in the best position to continue to operating should a recession occur.

For the fourth consecutive year, the annual budget was prepared with no increase in the real property tax rate—it remains at \$0.8275 in FY2024. As a reminder, the last time Greenbelt increased its real property tax rate was back in FY2020 for three primary reasons. First, to cover the cost of implementing the federally mandated improvements to the Greenbelt Lake Dam. Second to cover the cost of expanded City services. By FY2020, city staffing increased by 16.3 full-time equivalent (FTE) positions. Third, the City adopted Prince George’s County’s minimum wage law in 2014 that resulted in a 35% or \$400,000 increase in wages to part-time employees over a four-year period. Because this series of increases in the minimum wage were substantial, the City was not able to “pass along” all of the increased costs to users. It is again noted that the legislation enacted by the Maryland General Assembly during FY 2020 required employers, including municipal governments, to pay phased-in higher minimum wages capping out at \$15.00 per hour by 2025 for employers with 15 or more employees and by 2026 for employers with fewer than 15 employees. As a reminder, the City moved all applicable employees to the \$15.00 per hour rate last year in its FY2023 budget.

Another revenue issue, in addition to taxes, is the fact that some of city revenues are derived from fees and charges for services such as trash collection and recycling fees. These revenue sources are threatened during recessionary times

and during other challenging times like the COVID-19 pandemic as the demand for these services are reduced. This has a direct impact (lower income) on the City’s revenue in some fee-driven services like recreation and parking. However, other services including red light and speed camera fines revenue help to balance the impact as the need for these services continues and sometimes increases as the public continues to drive and speed during these times.

Finally, the City recognizes COVID-19 impacts continue to linger even though all restrictions have been lifted. With this, the City of Greenbelt continues its conservative approach to budgeting for the 2024 fiscal year. Specifically, the City is not anticipating that all of its revenue streams will return to pre-pandemic levels. Instead, we will continue re-assess the trends and activities on a quarterly basis to determine if any adjustments are needed during the current year and if so, we will also adjust our established spending plans.

The overall FY2024 Proposed Budget is supported by \$35,896,600 in total revenue, an increase of \$2,543,800 or 7.63% over the FY2023 Adopted Budget amount of \$33,352,800. The next section summarizes the total revenue anticipated from each the major revenue category in FY2024.



REAL PROPERTY

Real property taxes (before adjustments) in the Proposed Budget total \$22,505,200—an increase of \$1,123,000 over the FY2023 Adopted Budget amount of \$21,382,200.

The City continues to rely upon information from the State Department of Assessment and Taxation (SDAT) local office in Upper Marlboro to estimate the market value of real estate property in Greenbelt. Property is assessed every three years. It is noted real estate assessment valuation for Greenbelt was completed in calendar year 2022 and sets the baseline for assessed values for fiscal years 2023, 2024 and 2025. With this, FY 2023 is the first year of the new triennial assessment period and FY2025 is the last. The City of Greenbelt’s real property continues to consist of three types: individual homeowners (consisting of single-family homes, townhomes and condominiums), apartment rental property and commercial business property. Residential homeowner property (56%) combined with apartments (21%) account for 77% of total assessed value in Greenbelt. Commercial property accounts for the remaining 23% of assessed value in FY2023.

Real estate tax collections are projected to exceed the FY2023 adopted budget and increases are expected to continue in FY2024. This is similar to fiscal years 2021 and 2022 when this income source exceeded the adopted budget even during the COVID-19 pandemic—it had less of an impact than anticipated. In FY2023, this revenue source was \$21,382,200 (after adjustments) and this trend is projected to continue in FY2024 with \$22,505,200 (after adjustments). Increasing real estate taxes in FY2024 is consistent with the State’s Board of Revenue’s recent estimates that increased revenue projections for FY2023 and FY2024. Real estate taxes have increased year by year as indicated in **Chart A (right)**.

Real property values and the collection rate for the five years prior to FY2023 surpassed 100% each year from FY2018 through FY2022. Actual receipts were 101.36% in FY2018 and 100.98% in FY2019 in pre-pandemic years. Actual receipts were 102.36% and 110.06% during the pandemic years in FY2020 and FY2021. And in FY2022, collections were 101.05%.

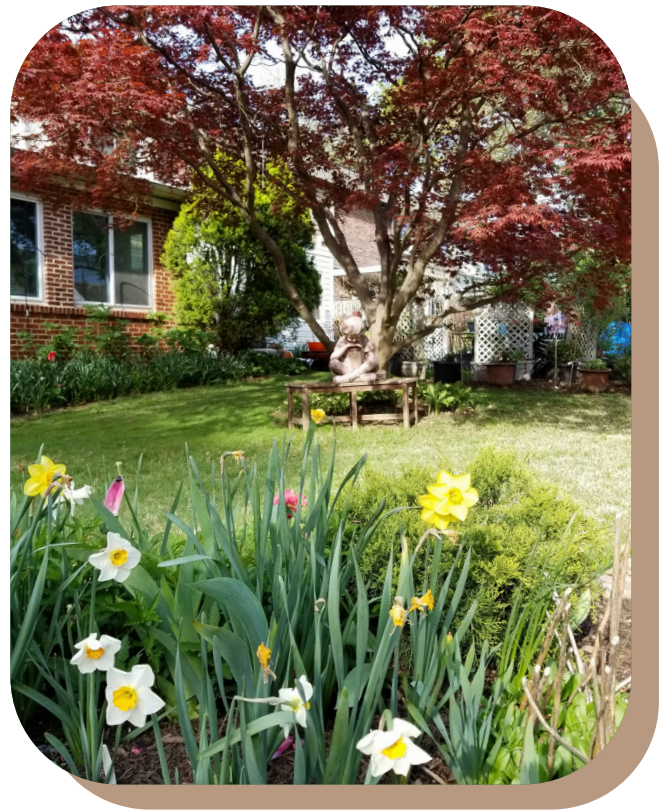
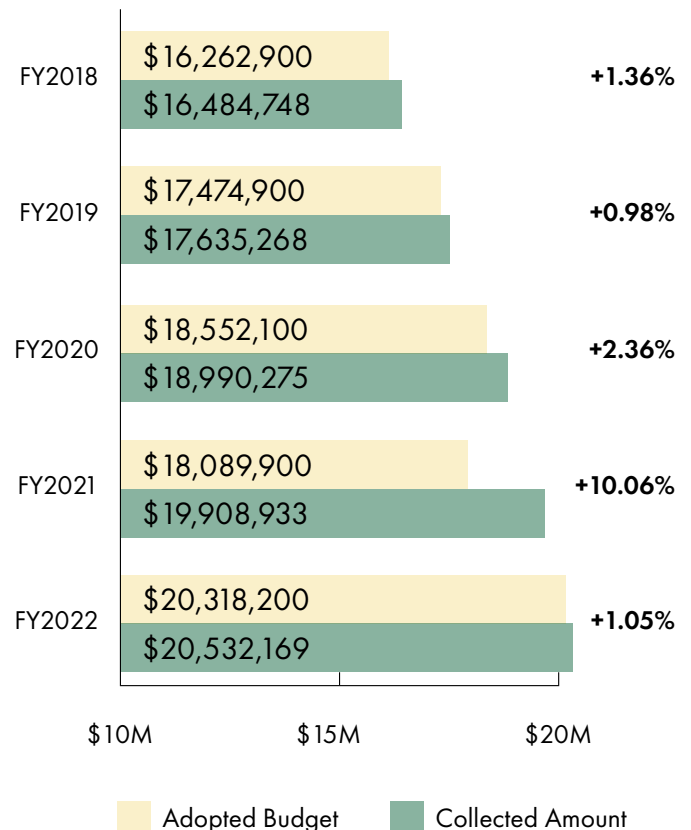


Chart A: Real Property Taxes



Real property abatements and other tax credits will continue to reduce real property revenue. The City continues to use the latest information provided by the State of Maryland Department of Assessments and Taxes (SDAT) via the Constant Yield Tax Rate Certification Report as a point of reference. Since the City is receiving higher amounts of abatements in this fiscal year and in FY2022, the amount of abatements in FY2024 is estimated at a \$700,000 (\$450,000) for current year and prior year (\$250,000) combined.

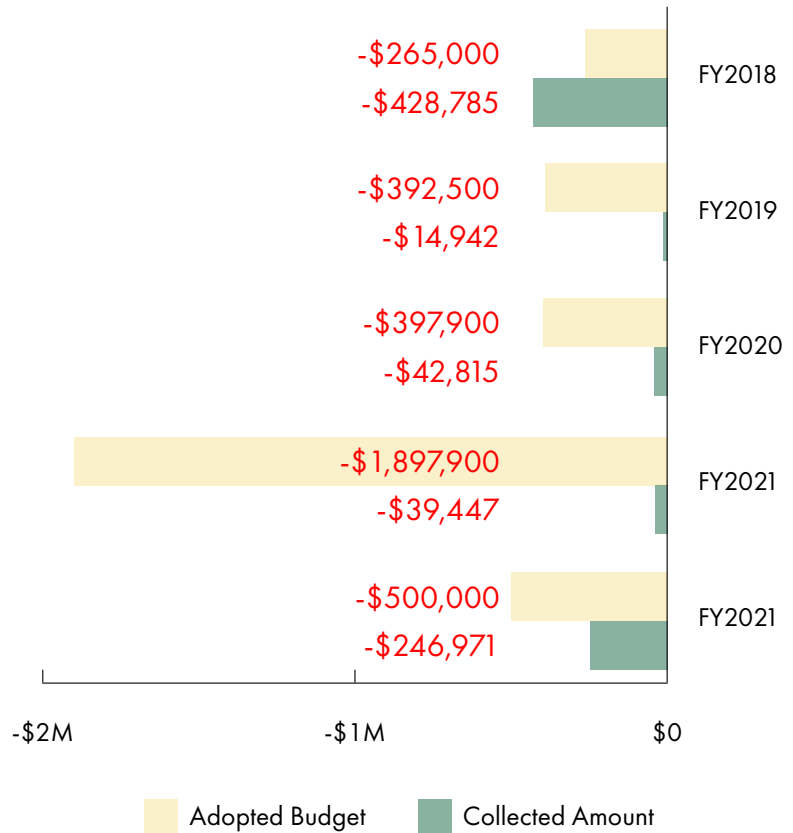
A review of actual overall abatements in the five years prior to FY2023 (**Chart B, right**) indicates actual amounts growing during and after the COVID-19 pandemic with collected amounts ranging from \$428,785 in FY2018; 14,942 in FY2019; \$42,815 in FY2020; 39,447 in FY2021 and \$246,971 in FY2022.

The City continues to anticipate possible large amounts of abatements in the future and budgets accordingly. In FY2023, there is \$600,000 budgeted and we see higher abatements occurring within the first six months of the fiscal year. This indicates the abatements anticipated in prior years are starting to come to fruition and the FY2024 budget will carry \$700,000 to cover any abatements that might occur in during this fiscal year.

Also, the City continues to carry \$1,200,000 in the fund balance for any unbudgeted abatements in future years. It is noted as a set-aside for abatements on page 3 above.

There are other credits that will reduce real estate tax amounts including the Homestead Property Tax Credit to homeowners up to 10% per year. This credit reduced real property tax by \$76,100 in prior years FY2021, FY2022 and FY2023 and the same amount is anticipated in FY2024. Second, the State of Maryland has a second tax credit based upon a homeowner’s income that limits the amount of property taxes owed. The City has “piggybacked” on this credit for homeowners in Greenbelt who qualify for the State credit. This additional credit called the Homeowners’ Tax Credit is limited to 25% of the amount of the State credit and the actual amount was at \$49,700 in FY 2021 and in FY 2022. In FY2023, the amount is estimated at \$52,700 and will remain the same for FY2024.

Chart B: Abatements



PERSONAL PROPERTY

The City estimates overall Personal Property revenue in FY2024 to increase to \$1,896,700 from \$1,836,700 in FY2023. Personal Property revenue contains three types of personal property: (1) Locally Assessed, (2) Public Utility and (3) Ordinary Business Corporation. The Personal Property Tax (PPT) is an ad valorem tax levied annually on all stock in a business, which includes furniture, equipment and inventory. Locally Assessed Personal Property Tax comes from unincorporated operations (e.g. sole proprietorships and partnerships). The Public Utility portion is a tax paid by public utilities on the value of stock and materials (e.g. poles and substations) owned by electric, communication and water companies located in Greenbelt. The Ordinary Business Corporation portion is paid by corporations doing business in Greenbelt. All companies owning business personal property and operating in Greenbelt are assessed as of January 1st in the subsequent fiscal year.

A review of personal property (after adjustments) tax in the five years prior to FY2023 indicates in **Chart C (right)** that personal property revenue fluctuated year to year and the collection rates were low some years. Actual receipts from this source in FY2018 was \$1.8 Million, or 102.49% of the budgeted amount of \$1.7 Million. In FY2019, the amount was \$1.8 Million, or 92.66% of the budgeted amount of \$1.9 Million. Actual receipts were lower in FY2020 with \$1.6 Million or 88.31% of the budgeted amount of \$1.8 Million; FY2021, it was \$1.9 or 102.29% of the budgeted amount of \$1.8 Million. Several years after the pandemic in FY2022, it was \$1.9 or 103.54% of the budgeted amount of \$1.8 Million.

Overall corporate personal property taxes exceeded the budget in FY2021 and FY2022 and it is projected to reach the anticipated amount budgeted in FY2023 by year's end. Current trends suggest this will carry into FY2024 and is estimating pre-pandemic levels of \$1,886,700 in FY2024. The two largest utilities, Pepco and Verizon continue to account for a major portion of personal property taxes from utility companies annually with an amount of \$330,000 in the past three years and a slight increase to \$340,000 is proposed in FY2024.

Chart C: Personal Property Taxes

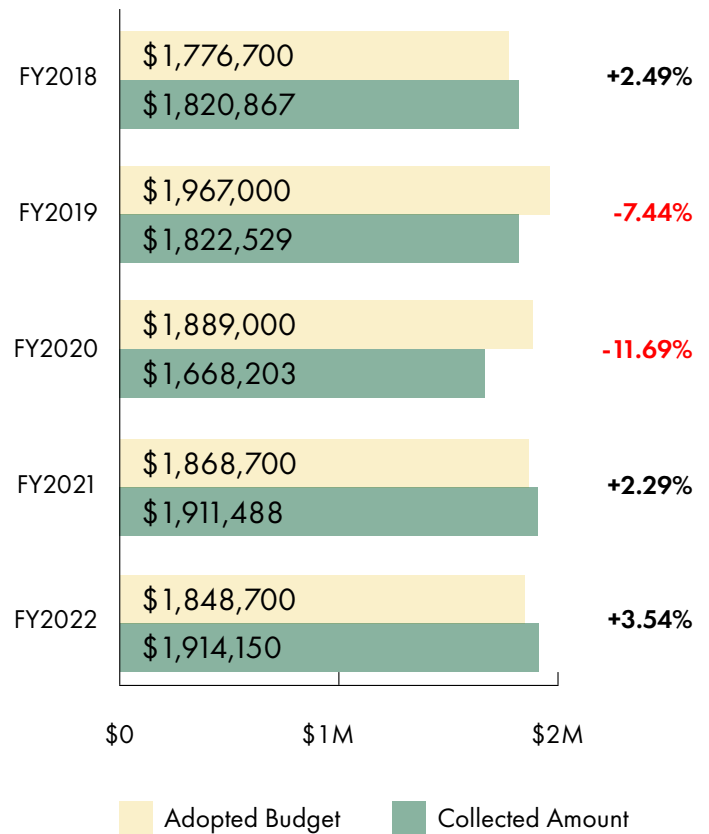
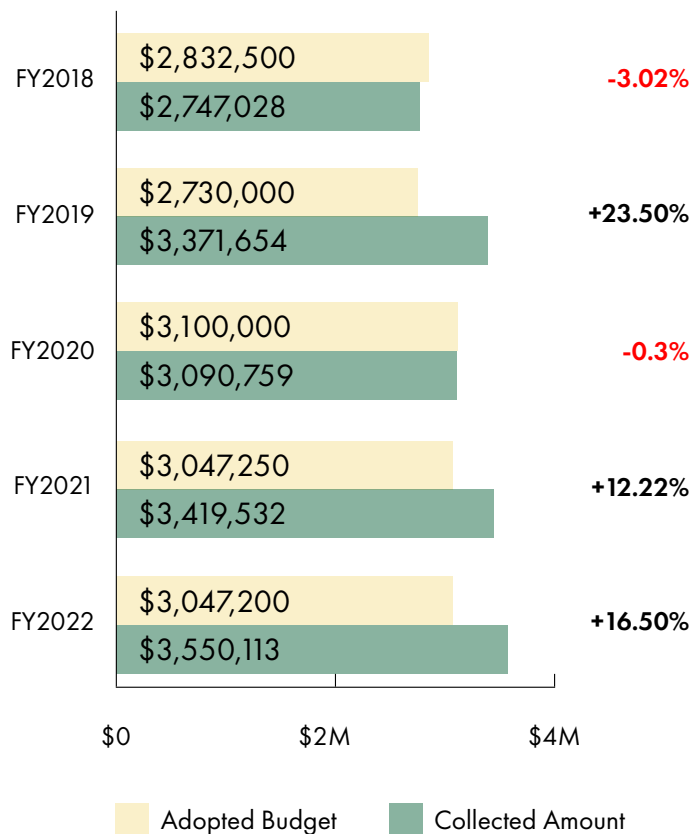


Chart D: Income Taxes



STATE SHARED TAXES

The City estimates overall Shared Taxes at \$4,525,700 in FY2024—an amount of \$367,200 over the FY2023 amount of \$4,158,500. The increase is mostly due to the estimated Income Tax revenue that is expected to be higher in 2024 than in the previous year—from \$3,200,000 to \$3,360,000. This is consistent with prior year FY2022 where actual receipts totaled \$3,550,113 and the budget was \$3,047,200. The FY2023 is also trending in this direction and the FY2024 budget reflects an area where the City is returning to a pre-pandemic level.

The City receives four estimated income tax payments from the State each fiscal year. These payments represent the State's best estimate of the income tax monies due to the City. In addition, the City receives five residual payments. These payments are the result of income tax payers receiving additional time to file their returns after the April 15th deadline.

A review of income tax revenue in the five years prior to FY2023 in **Chart D (left)** indicates this income source increased each year and the collection rate ranged from 96.98% to 123.50% for fiscal years 2018 through 2022.

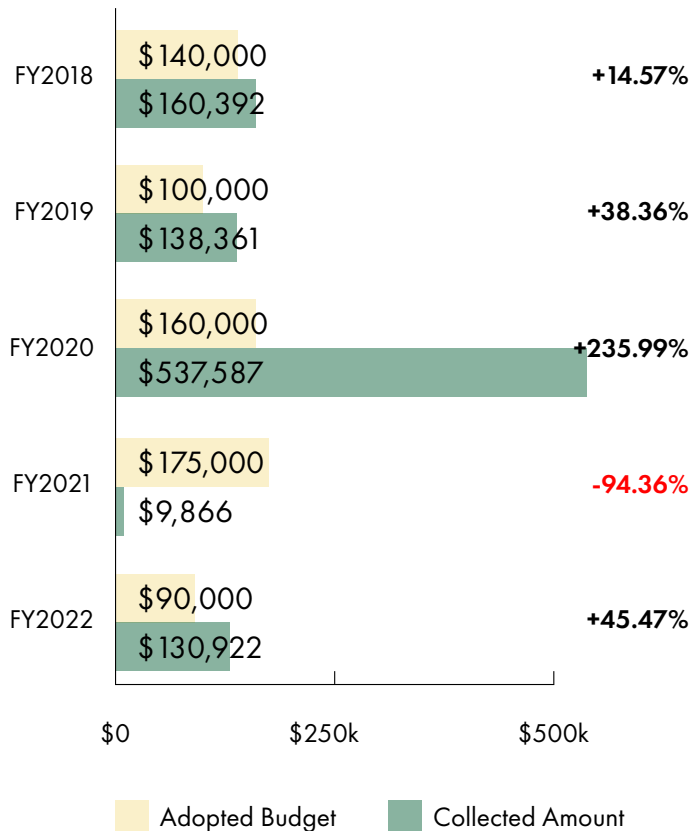
OTHER LOCAL TAXES

The City estimates Admissions and Amusement (A&A) Taxes to increase to \$100,000 in FY2024 from \$60,000 in FY 2023. Admissions and Amusement Taxes are levied on the gross receipts of a variety of entertainment and amusement activities. The City taxes gross receipts from these activities at the maximum rate of 10%. Approximately 75% of this revenue is usually derived from the admissions to movie theaters.

A review of Admissions and Amusement taxes in the five years prior to FY2023 (**Chart E, below**), shows receipts in pre-pandemic years in FY2018 at 114.57% and in FY2019 at 138.36%. However, during pandemic times in FY2020, the budget was decreased to \$160,000 and actual receipts at \$537,587. In FY2021, this income source was budgeted at \$175,000—actual receipts were \$9,866. In FY2022, the budget was \$90,000—actual receipts at \$130,922.

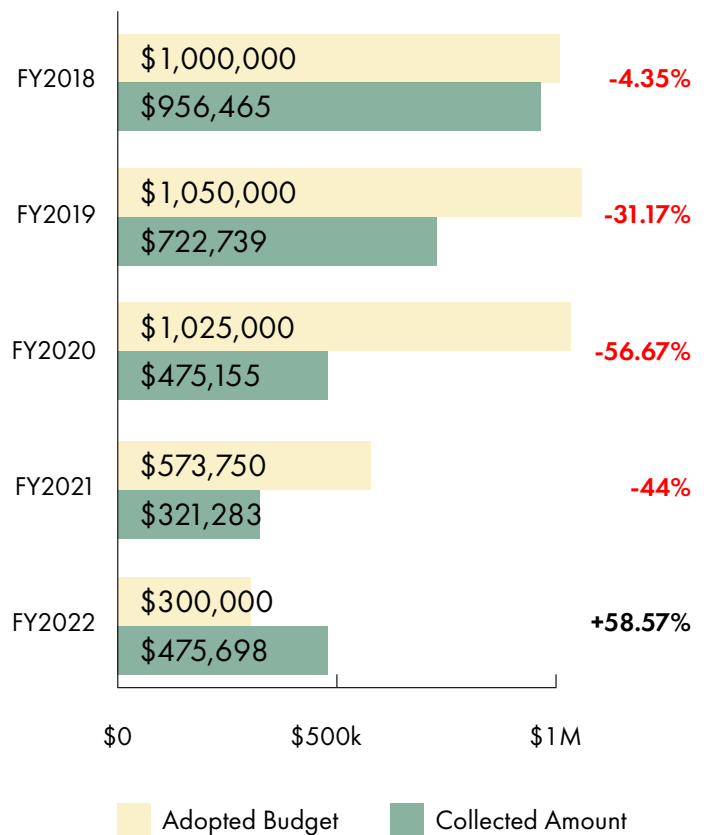
In FY2024, the City will continue with a conservative approach projecting a slight increase from \$60,000 to \$100,000.

Chart E: Admission & Amusement Taxes



The City continues to conservatively estimates Hotel/Motel Taxes in FY2024 at \$350,000—an \$50,000 increase over the \$300,000 amount budgeted in FY2023, FY2022 and FY2021. Taxes are levied upon the room rates charged to visitors staying at the six hotels in Greenbelt. This is another area where the COVID-19 pandemic had a major negative impact. Some hotels closed while other had little to no visitor booking stays. The City assumed this trend would continue in FY2023 with \$300,000 budgeted and anticipated by year’s end. The City expects this revenue source to increase in FY2024 and \$350,000 is proposed.

Chart F: Hotel & Motel Taxes



A review of Hotel/Motel taxes in the five years prior to FY2023 indicates in **Chart F (above)** the collection rate for this revenue source fluctuated year by year with 95.65% in FY2018; 68.83% in FY2019; 43.36% in FY2020; 56.00% in FY2021 and 158.57% in FY2022 after the budget was significantly reduced to \$300,000 budget—\$475,698 was actually received.

The City received a letter from the State Highway Administration (SHA) that indicated this revenue source is estimated at \$715,700 in FY2024. This is a \$117,200 increase over the FY2023 amount of \$598,500.

This tax was established to address the need for the State to share Highway User Revenue with municipalities and counties. It involves annual allotments submitted by the Governor and approved annually by the Maryland Assembly. This revenue must be expended for the construction, reconstruction and/or maintenance of roads or streets.

A review of State Highway Administration (SHA) taxes indicates in **Chart G** the collection rate for the five years prior to FY2023 surpassed 100% for almost every year. Even during pandemic times in FY2020, actual receipts were close to the budgeted amount.

Chart G: State Highway Taxes

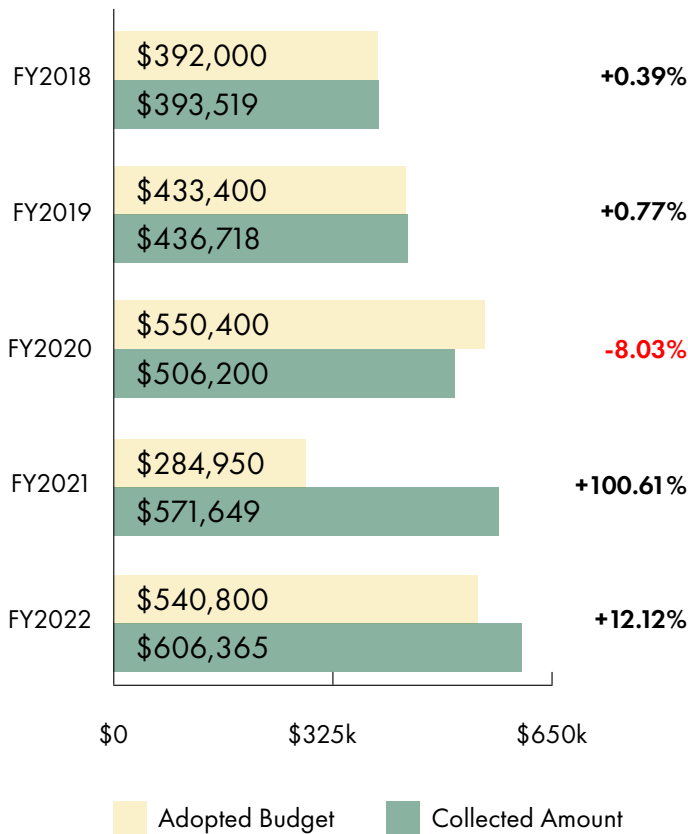
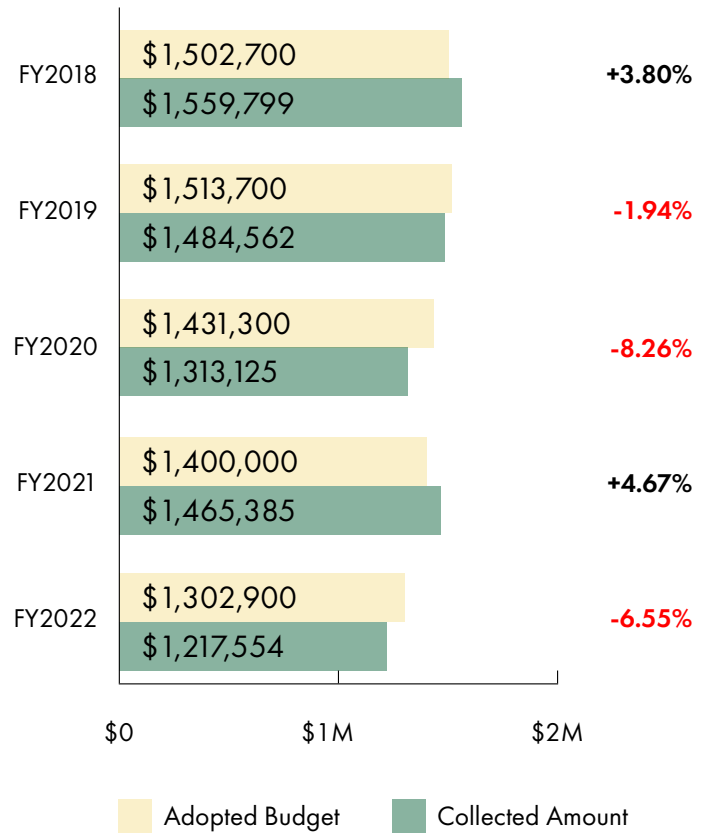


Chart H: Licenses and Permits



LICENSES AND PERMITS

The City estimates overall Licenses and Permits revenue in FY2024 at \$1,297,600. This is \$24,200 increase over the FY2023 amount of \$1,273,400. The increase is mainly due to a proposed fee increase in rental licenses , single-family and apartment complexes. An increase in building permit fees is proposed as well. Over the last two years prior to FY2023 (FY 2022 and FY 2021), street permits and building permits varied due to the completion of several major projects and improvement programs.

A review of Licenses and Permits income in the five years prior to FY2023 indicates in **Chart H (above)** the collection rate for this revenue source fluctuated year by year with 103.80% in FY2018; 98.06% in FY2019; 91.74% in FY2020; 104.67% in FY2021 and 93.45% in FY2022.

STREET PERMITS. Street Permit revenue represents fees paid by property owners to the City whenever improvements are made to the public right-of-way. The majority of these fees are paid by property developers within the City. Receipts from street permits are based upon the value of the improvement to the property.

RESIDENTIAL AND COMMERCIAL PROPERTY FEES. Residential and Commercial Property Fees support the City's code enforcement program. The residential rental license fee was last increased in FY 2012, from \$100 to \$110. It is proposed that this fee be raised in FY 2024 from \$110 to \$120. The increase will keep the City's fees in line with the fees charged by other area jurisdictions. Apartment rental licenses comprise the largest portion of these fees. Commercial entities located in Greenbelt must have a City license. The license fee is set in three tiers determined by the space occupied by the business. This fee was last increased in FY2012. These fees have been very stable for many years.

CABLE TELEVISION FRANCHISE FEES. The City receives Cable Television Franchise Fees from cable TV operators that provide service to Greenbelt residents and businesses. The fee is based on 5% of annual gross subscriber revenues during the period of the franchise operation. The City granted a 15-year franchise to Comcast in 1999 which expired in 2014. That agreement continues to be in effect until the negotiations to renew the contract are complete. The City granted a second franchise agreement to Verizon which provides competition for residents and businesses. Cable is no longer the most popular option for families seeking home entertainment. Competition from other mediums, e.g. Netflix, Hulu, Amazon, Apple TV, etc. have given families other entertainment options. Therefore, it was expected that cable franchise fees will continue to decline over time—reduced by approximately 25% from \$385,000 to \$309,000 in years FY2021, FY2022 and FY2023. Actual receipts were slightly over budget in FY2022 and we anticipate the same in FY2023 by year's end. Based on this trend, a slight increase is projected at \$310,000 for FY2024.

REVENUE FROM OTHER AGENCIES

The City estimates Revenue from Intergovernmental Agencies Revenue at \$1,175,300—an amount \$65,000 less than the \$1,240,200 amount budgeted in FY2023 due to the discontinuance of the County's Youth Services Bureau grant. Revenue from this source comes from federal, state and county grants. Most of these grants are applied for each year and are usually awarded each year. With one exception, the City anticipates payment from all current grants budgeted in FY2023 will be received by year's end.

SERVICE CHARGES

The City estimates Service Charges in FY2024 at \$2,004,200. This is \$371,200 over the \$1,633,000 budgeted in FY2023. The increase is mostly due increases in the Recreation Department. There are various income lines under his category—some have increased while others decreased. Most of the decreases are again attributed to the COVID-19 pandemic.

An example of service charges includes Refuse Collection and Refuse. The City charges a fee to all participating neighborhoods in Greenbelt. It should be noted that approximately 83% of the City's cost to provide refuse and recycling service is fixed. Salaries, benefits, equipment maintenance, insurance, etc. do not vary as a result of new or lost customers.

The two variable costs are the tipping fee for refuse and the recycling fee. The City increased its refuse collection fee by \$3 per Quarter, or 4.5%, to \$70 in FY 2017 to cover the cost of using the County's Recycling Facility. It was the first increase since FY 2011. No increases to refuse and recycling fees were proposed in FY 2022 and none is proposed in FY2023.

The Recreation Department charges user fees for programs and services. This is another area where COVID-19 had major impacts in FY2020, FY2021 and FY2022. As COVID restriction were lifted and recreation staff developed ways to hold programs while keeping patron and staff safety at the forefront, participation has steadily increased since the last quarter of FY2022. Staff is cautiously optimistic that recovery from the pandemic will continue. At the conclusion of FY2023 it is estimated that revenue will be 20% lower than the average revenue (1.5 million) of the three years prior to pandemic

shutdown. In FY2024 a modest increase in users fees is being proposed. Fees were scheduled to increase prior to the pandemic but were put on hold for obvious reasons. With the increase in fees and as we learn to live with COVID, staff proposes that revenue will get closer to 15% lower than the average revenue of the three years prior to pandemic shutdown. Please keep in mind that recreation user fees can be susceptible to economic pressures due to their discretionary nature.

The City of Greenbelt increased minimum wage to \$15 per hour and addressed compression caused by the \$2.50 hourly increase. The FY2024 budget includes a 2% COLA for non-classified staff. The increase minimum wage helps with staff morale, retention and attracts new employees to fill non-classified position. However, user fees cannot be increased to fully offset the accelerating minimum wage. Therefore, other City revenues, specifically real estate taxes, will continue to be required to balance the Recreation Budget.

Greenbelt Aquatic and Fitness Center (GAFC). The GAFC opened for business in September 1991. There are many different user fees associated with using the GAFC. In FY2023 GAFC fully honored membership passes that were put on hold during the shutdown. All membership passes are now up to date. Fully honoring membership fees directly affected pass sales in FY2022 and FY2023. It is anticipated pass sales will increase dramatically this spring and summer and should approach the average total pass sales. Other areas showing strong revenue recovery and won't be fully felt until FY2024 are daily admissions and aquatic classes.

Community Center fee-based revenue supports approximately 20% of the cost to operate the facility. Standard rental fees will increase in FY2024. Tenant rents are tied to the Consumer Price Index (CPI). Tenant leases expire throughout the fiscal year and are adjusted accordingly. In FY2023 the Community Center reopened for paid rentals. As many pattern renters have returned, some still have not but have expressed an interest in continuing to rent space. It is estimated that by the end of FY2023, 75% of renter will return.

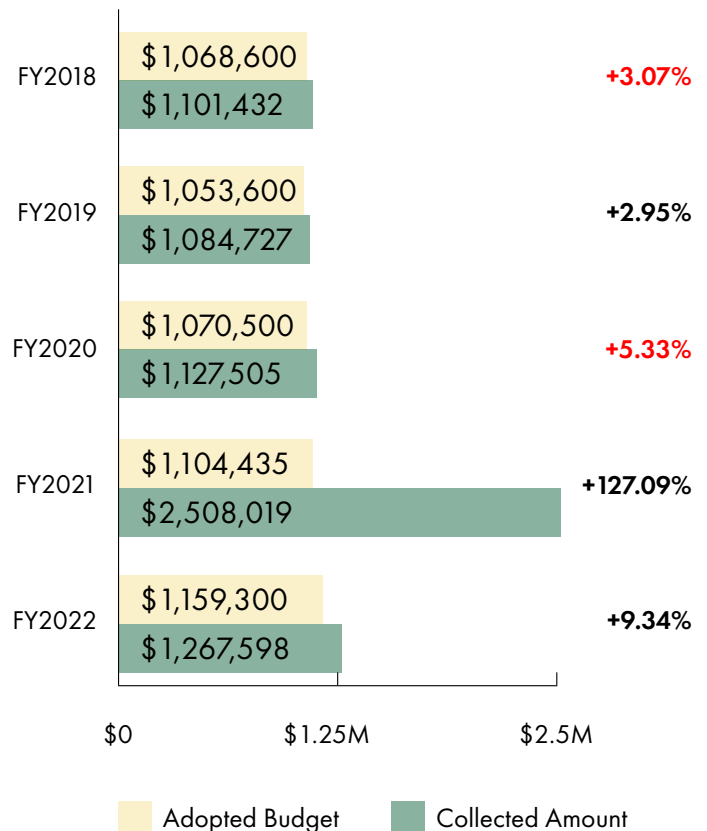
Recreation Programs account for approximately 62% of total Recreation revenue. This includes camps, after school programs, fitness classes, visual and performing art classes and special interest programs. There has been a steady increase class registration. Summer camp registration has been strong and it is expected to reach max enrollment in most camps. Art programs have never wavered in light of the pandemic and continue to exceed expectations.

Grants/M-NCPPC Leadership Contracts contribute \$370,000 to recreation revenue in FY2023. \$260,000 came from M-NCPPC in the form of Leadership Contracts which offset the cost of non-classified wages in the aquatics, therapeutic recreation, recreation centers and arts. M-NCPPC was last increased in 2020. With the increase in minimum wage, it is thought that another increase should be explored for FY2025. Through diligent grant writing, \$110,000 was awarded to directly support art programs.

US personal consumption spending on recreation services is forecast to grow 9.9% annually through 2026. As we come out of the pandemic, new average baselines will be set. By the end of FY2024 we should have a good idea of what the revenue future will hold and it is not unfathomable to see a new recreation revenue accede the \$1.5 million average in years to come.

A review of overall Recreation revenue in the chart below indicates revenue in fiscal year 2018 through 2022, prior to the pandemic, collections ranged from 99.09% to 106.49%. During the years of the Covid-19 pandemic, revenue decreased ranging from 67.14% in FY2020 to 33.32% in FY2021. In FY2022, activities in Recreation began to rebound increasing to 75.84%.

Chart I: Intergovernmental Income



FINES AND FORFEITURES

The City estimates overall Fines and Forfeitures in FY2024 at \$544,000—an \$177,500 decrease of the FY2023 amount of \$721,500. This significant decrease is mainly due to the Speed camera revenue—it was move to the Special Projects Fund (101) as we are now required to hold these funds in a separate account from the General Fund.

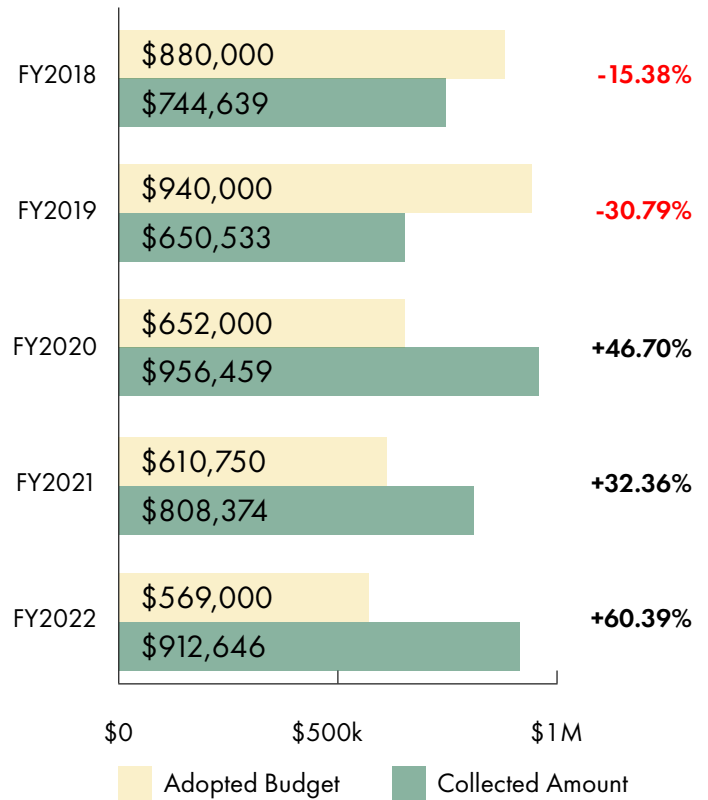
With the Speed Camera revenue removed, this category is now comprised of fines for parking violations, impound fees, false fire alarm fines and red-light camera infractions.

In regards to Red Light Camera revenue, it is projected in FY2024 at \$500,000—a \$50,000 increase of over the \$450,000 budgeted in FY2023. The City initiated this program in FY 2002. It was designed to reduce the number of traffic signal violations and increase traffic safety within Greenbelt. During FY 2020, revenue in this program was coming in lower than expected. After reviewing detailed receipts, it was determined the vendor had not transferred monies due to Greenbelt. Therefore, the city received a large one-time allocation which was placed in the Special Projects Fund to pay for a one-time project. Revenue in this category was originally expected in FY2021 to be \$450,000; however, it was reduced to \$292,500 in anticipation to COVID-19 impacts. In FY2022, the City expected \$292,500; however, the actual amount was over \$600,000 due to increased fines to drivers. In FY2023, this revenue was estimated at \$450,000 due to it being very predictable—it is now estimated at approximately \$500,000 by the end of FY2023. It is anticipated this revenue source will continue to grow and we are again conservatively estimating FY2024 revenues at \$500,000.

The City’s Speed Camera Program is removed from Fines and Forfeitures in FY2024 and will be recorded in the Special Projects Fund (101). Under Maryland state law, any revenue generated through the speed camera program is required to be shown as a separate fund under the budget.

A review of Fines and Forfeiture revenue in years prior to FY2023 indicates in **Chart J (right)** revenue fluctuated year by year with ranges as low as 69.21% or \$650,553 (\$940,000 budgeted) in FY2019 and as high as 160.39% or \$912,646 (\$569,000 budgeted) in FY2022. This confirms actual receipts are rising to the pre-pandemic level in FY2019.

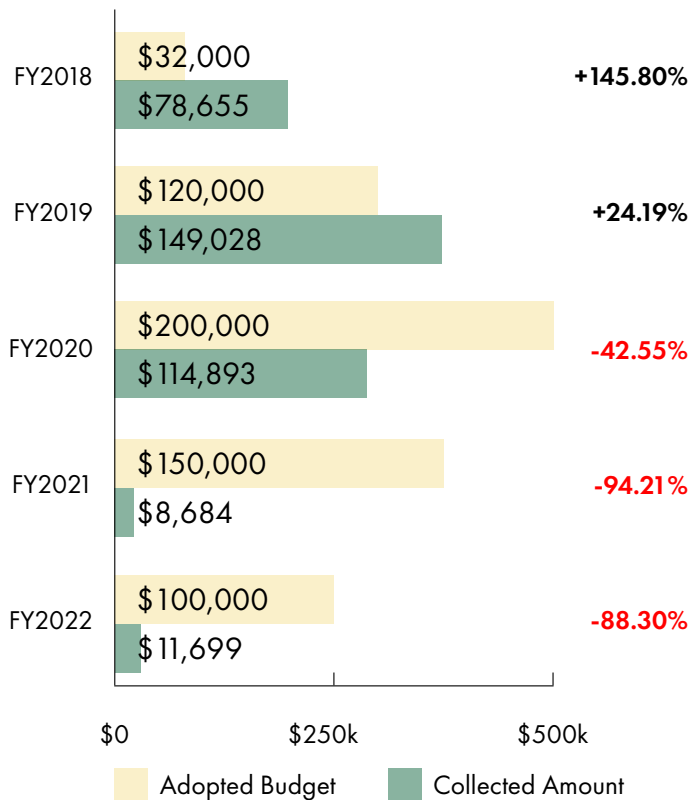
Chart J: Fines & Forfeitures



INTERESTS AND INVESTMENTS

The City invests most of its available monies in the Maryland Local Government Investment Pool (MLGIP). Interest rates have been low over the past five years through FY2022 but is growing in FY2023. Back in March 2022, the Federal Reserve Board (FRB) raised the interest rates rate by a quarter percentage point to 0.25% and 0.5%, the first rate increase since 2018. Since then, the interest rate has been raised a number of times and the FRB is poised to announce another interest rate increase in March 2023. Interest in the revenue budget was budgeted at \$150,000 for FY2021; however, it was reduced to \$10,000 for that year with actual receipts \$8,684. It was budgeted at \$100,000 for FY2022 and actual receipts \$11,699. In FY2023 this income source was budgeted at \$20,000 and actual receipts seven months into the fiscal year is \$140,000. This revenue source is increasing and is estimated at \$100,000 in FY2024.

Chart K: Interest Income



MISCELLANEOUS

There are several miscellaneous revenue lines in FY2023 that are expected to continue in FY2024 including the City’s partnerships. In addition to rent and concessions, sales of recyclable material and several other miscellaneous sources, the City has two active partnerships that provide additional services to the residents of Greenbelt. The first is a public private partnership to provide additional police support at the Franklin Park Apartments. The original amount budgeted in FY2021 was \$70,000 and has remained the same for through FY2023. The City anticipates the agreement will remain in place and estimates the same \$70,000 in FY2024.

The second partnership provides street cleaning services to residents of Greenbelt, Berwyn Heights, College Park and New Carrollton (a.k.a. Four Cities). Expenditures account for the related expenditures are shown in the Public Works budget. It is estimated that the share of expenditures from Greenbelt’s partners in the Four Cities will continue to be \$86,800 in FY2024 as it has been in FY2021, FY2022 and FY2023.

A review of Miscellaneous revenue in years prior to FY2023 indicates in **Chart L** revenue fluctuated year by year with ranges as low as 88.81% in FY2018 and as high as 137.66% in FY2019.

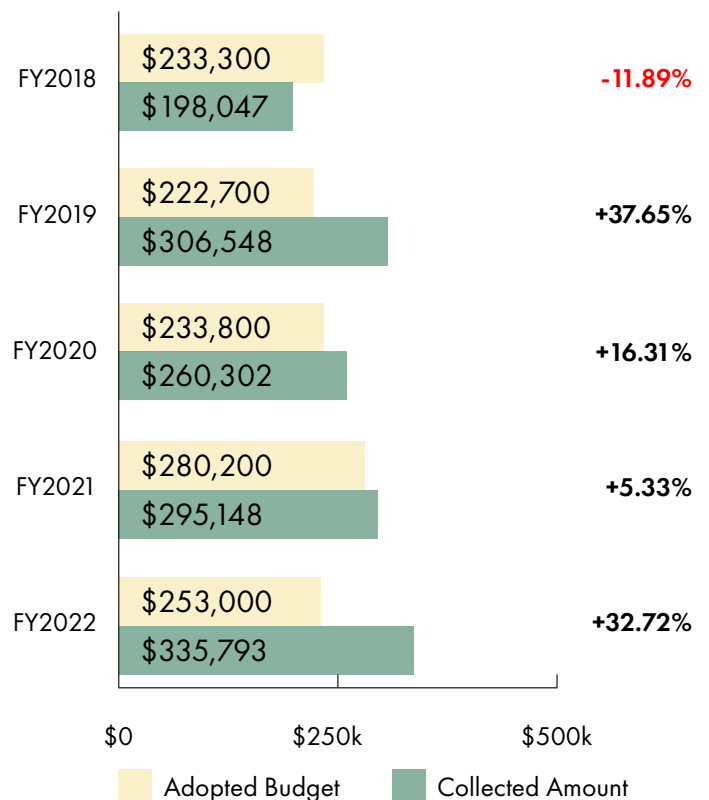
INTERFUND TRANSFERS

The final revenue source comes from Interfund Transfers. In FY2024, the proposed budget plans for transfers from the Capital Reserve Fund. As mentioned on page 3 of this document, there is \$2,910,829 in the Capital Reserve Fund and the policy allows for capital expenditures for any fiscal year to be covered using the Capital Reserve Fund. In FY2024 the proposed budget includes the following:

Capital Reserve Fund as of Fiscal Year 2022	\$2,910,829
Proposed Uses in FY2024	
Capital Projects Fund	\$1,000,000
Building Capital Reserve	\$50,000
Replacement Fund	\$300,000
Total Proposed Uses in FY2024	\$1,350,000
Balance	\$1,560,829

It is noted the Capital Reserve Fund will continue to grow each year. For instance, at the end of FY2023, any unexpended funds will be allocated to the established funds (on page 3) as appropriate.

Chart L: Miscellaneous Income



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Summary Changes to General Fund Expenditures

This section will explain changes that are common to many of the City's operating budgets. The information is consolidated here for your convenience. In the FY2024 budget, a number of expenditures remained at the FY 2023 Adopted Budget while others were either further decreased or were increased.

Lines 01 through 16 and 23 through 25- Salaries: New salaries and cost of living adjustments (COLA) for all classified employees are based on the Compensation Study recommendation which incorporates Option 2 and Option 3. These numbers are integrated into salary line items beginning on July 1. Merit pay is calculated at 3% on each individual employee's anniversary date which occurs throughout the fiscal year. The FY 2024 budget includes both Compensation Study Salaries and Merit increases.

Lines 19 through 22 and 26: These line items account for part-time employee salaries. These line items show the variable personnel cost to provide many recreational services. The cost of part-time continues to grow as the minimum wage increases. Last year it ranged from \$7.25 to \$11.50 per hour. The minimum wage rate increased to \$15.00 per hour. Wage increases contribute to higher cost of recreational programs and this makes some program(s) unaffordable for many families.

Line 28 - Benefits: Health insurance premiums for FY 2024 are confirmed with no increase. Premiums are budgeted at the same level as FY 2023. Dental and prescription costs were both increased by 5% per notification of the City's providers for these services.

Line 33 - Insurance: The City places its insurance needs with the Local Government Insurance Trust (LGIT) and Key Risk Insurance. LGIT provides the City with all lines of insurance except for workers' compensation. There is no increase in the FY 2024 budget. Workers Compensation is increased by 9% in FY2024 as the new amount is forthcoming.

Line 39 - Utilities: Estimated expenditures for all utilities are reflected in this line including natural gas, electricity, water and heating oil (used to heat the greenhouse at Public Works).

Line 50 - Motor Equipment Maintenance: The cost of motor vehicle fuel (gasoline and diesel) is the most difficult commodity to project a year or more into the future. That said, a good faith effort to estimate this commodity is attempted. City vehicles require approximately 100,000 gallons of fuel annually. Even with the current trend of high gas prices, the City maintains fuel cost in FY 2024 at the same level as FY 2023 as the City continues to purchase fuel at a bulk rate which is approximately 30 cents per gallon less than the prices at local Greenbelt gas stations. The City expected gas prices to increase significantly in FY 2023; however, current trends shows varying amount within the various departments during the first six months of the fiscal year but the cost is expected to meet the overall 2023 budget for all fuel line items. Additionally, gas prices seem to be stabilizing in FY 2023 and the possibility of a County gas tax relief and the possible release of the Federal gas surplus seems unlikely. With this, the fuel line item in each department remains the same as FY 2023.

GENERAL FUND SUMMARY - EXPENDITURES

	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
GENERAL GOVERNMENT						
110 City Council						
Personnel Expenses	\$104,132	\$104,536	\$108,900	\$108,900	\$133,700	\$0
Other Operating Expenses	23,428	41,617	53,400	79,400	53,500	0
Total	\$127,560	\$146,153	\$162,300	\$188,300	\$187,200	\$0
120 Administration						
Personnel Expenses	\$802,167	\$754,980	\$946,300	\$830,000	\$1,063,900	\$0
Other Operating Expenses	39,288	56,343	75,800	47,600	133,500	0
Total	\$841,455	\$811,323	\$1,022,100	\$877,600	\$1,197,400	\$0
125 Economic Development						
Personnel Expenses	\$107,318	\$97,374	\$124,300	\$83,000	\$165,500	\$0
Other Operating Expenses	10,642	10,097	48,800	21,500	54,700	0
Total	\$117,960	\$107,471	\$173,100	\$104,500	\$220,200	\$0
130 Elections						
Other Operating Expenses	\$0	\$72,436	\$0	\$800	\$80,000	\$0
Total	\$0	\$72,436	\$0	\$800	\$80,000	\$0
135 Human Resources						
Personnel Expenses	\$342,846	\$335,628	\$350,500	\$361,500	\$470,400	\$0
Other Operating Expenses	27,021	39,004	24,800	67,300	26,700	0
Total	\$369,867	\$374,632	\$375,300	\$428,800	\$497,100	\$0
140 Finance						
Personnel Expenses	\$649,727	\$631,609	\$689,800	\$670,400	\$695,200	\$0
Other Operating Expenses	146,579	167,432	212,500	212,500	237,800	0
Total	\$796,306	\$799,041	\$902,300	\$882,900	\$933,000	\$0
145 Information Technology						
Personnel Expenses	\$611,712	\$660,506	\$752,200	\$752,200	\$790,200	\$0
Other Operating Expenses	136,836	128,661	155,000	156,980	167,200	0
Capital Outlay	10,578	9,458	10,000	10,000	10,000	0
Total	\$759,126	\$798,625	\$917,200	\$919,180	\$967,400	\$0
150 Legal Counsel						
Other Operating Expenses	\$472,433	\$96,445	\$435,000	\$87,000	\$185,000	\$0
Total	\$472,433	\$96,445	\$435,000	\$87,000	\$185,000	\$0
180 Municipal Building						
Personnel Expenses	\$63,346	\$54,160	\$60,000	\$60,000	\$60,000	\$0
Other Operating Expenses	46,649	44,663	48,200	38,900	52,200	0
Total	\$109,995	\$98,823	\$108,200	\$98,900	\$112,200	\$0
190 Community Promotion						
Personnel Expenses	\$313,783	\$179,369	\$286,600	\$275,000	\$296,400	\$0
Other Operating Expenses	102,664	150,804	123,600	123,600	133,800	0
Total	\$416,447	\$330,173	\$410,200	\$398,600	\$430,200	\$0
195 Public Officers Association						
Other Operating Expenses	\$74,549	\$76,250	\$71,700	\$71,700	\$71,700	\$0
Total	\$74,549	\$76,250	\$71,700	\$71,700	\$71,700	\$0
TOTAL GENERAL GOVERNMENT	\$4,085,698	\$3,711,372	\$4,577,400	\$4,058,280	\$4,881,400	\$0

	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
PLANNING & COMMUNITY DEVELOPMENT						
210 Planning						
Personnel Expenses	\$322,708	\$353,435	\$395,900	\$306,000	\$452,900	\$0
Other Operating Expenses	11,342	6,645	43,700	38,400	44,000	0
Total	\$334,050	\$360,080	\$439,600	\$344,400	\$496,900	\$0
220 Community Development						
Personnel Expenses	\$355,767	\$363,745	\$685,500	\$513,000	\$769,500	\$0
Other Operating Expenses	169,122	99,436	135,700	115,800	139,100	0
Total	\$524,888	\$463,181	\$821,200	\$628,800	\$908,600	\$0
TOTAL PLANNING & COMMUNITY DEVELOPMENT	\$858,938	\$823,261	\$1,260,800	\$973,200	\$1,405,500	\$0
PUBLIC SAFETY						
310 Police Department						
Personnel Expenses	\$8,489,289	\$8,358,214	\$9,793,100	\$9,601,100	\$9,621,800	\$0
Other Operating Expenses	1,385,387	1,413,801	1,522,200	1,519,700	1,273,900	0
Capital Outlay	178,488	304,001	735,900	725,900	0	0
Total	\$10,053,164	\$10,076,015	\$12,051,200	\$11,846,700	\$10,895,700	\$0
330 Animal Control						
Personnel Expenses	\$104,396	\$155,092	\$271,900	\$215,000	\$292,700	\$0
Other Operating Expenses	19,389	32,443	88,200	90,400	96,500	0
Total	\$123,786	\$187,536	\$360,100	\$305,400	\$389,200	\$0
340 Fire and Rescue Service						
Other Operating Expenses	\$0	\$40,453	\$10,000	\$10,000	\$10,000	\$0
Capital Outlay	120,000	120,000	120,000	120,000	120,000	0
Total	\$120,000	\$160,453	\$130,000	\$130,000	\$130,000	\$0
TOTAL PUBLIC SAFETY	\$10,296,950	\$10,424,004	\$12,541,300	\$12,282,100	\$11,414,900	\$0
PUBLIC WORKS						
410 Public Works Administration						
Personnel Expenses	\$1,453,645	\$1,415,204	\$1,455,600	\$1,458,600	\$1,555,600	\$0
Other Operating Expenses	161,776	166,211	164,100	161,000	188,900	0
Total	\$1,615,422	\$1,581,416	\$1,619,700	\$1,619,600	\$1,744,500	\$0
420 Equipment Maintenance						
Personnel Expenses	\$176,904	\$161,332	\$189,200	\$191,200	\$250,000	\$0
Other Operating Expenses	121,609	108,203	119,800	120,600	131,200	0
Capital Outlay	0	0	0	0	11,000	0
Total	\$298,513	\$269,535	\$309,000	\$311,800	\$392,200	\$0

	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
440 Street Maintenance						
Personnel Expenses	\$719,175	\$675,061	\$736,600	\$736,600	\$752,600	\$0
Other Operating Expenses	277,899	339,526	340,700	262,400	435,800	0
Total	\$997,074	\$1,014,586	\$1,077,300	\$999,000	\$1,188,400	\$0
445 Four Cities Street Cleaning						
Personnel Expenses	\$90,728	\$97,911	\$88,400	\$88,400	\$104,000	\$0
Other Operating Expenses	27,251	44,130	28,900	28,900	41,400	0
Total	\$117,979	\$142,040	\$117,300	\$117,300	\$145,400	\$0
450 Waste Collection & Disposal						
Personnel Expenses	\$531,084	\$540,023	\$541,500	\$541,500	\$657,100	\$0
Other Operating Expenses	241,155	251,899	236,700	230,200	273,500	0
Total	\$772,239	\$791,923	\$778,200	\$771,700	\$930,600	\$0
460 City Cemetery						
Personnel Expenses	\$8,643	\$2,788	\$2,500	\$2,500	\$3,000	\$0
Other Operating Expenses	1,750	2,575	2,800	2,800	2,800	0
Total	\$10,393	\$5,363	\$5,300	\$5,300	\$5,800	\$0
470 Roosevelt Center						
Personnel Expenses	\$75,440	\$82,435	\$103,400	\$106,000	\$112,500	\$0
Other Operating Expenses	25,328	31,204	36,900	36,900	54,000	0
Total	\$100,769	\$113,639	\$140,300	\$142,900	\$166,500	\$0
TOTAL PUBLIC WORKS	\$3,912,387	\$3,918,502	\$4,047,100	\$3,967,600	\$4,573,400	\$0
GREENBELT CARES						
510 Youth Services Bureau						
Personnel Expenses	\$750,755	\$889,609	\$1,021,100	\$1,033,900	\$1,025,900	\$0
Other Operating Expenses	28,425	34,090	42,000	44,300	45,000	0
Total	\$779,179	\$923,700	\$1,063,100	\$1,078,200	\$1,070,900	\$0
520 Greenbelt Assistance in Living						
Personnel Expenses	\$320,810	\$331,510	\$350,500	\$350,500	\$391,500	\$0
Other Operating Expenses	89,196	95,221	16,300	\$158,900	159,100	0
Total	\$410,006	\$426,732	\$366,800	\$509,400	\$550,600	\$0
530 Service Coordination Program						
Personnel Expenses	\$68,493	\$72,211	\$65,700	\$71,700	\$84,600	\$0
Other Operating Expenses	3,320	5,853	5,600	4,800	6,400	0
Total	\$71,813	\$78,064	\$71,300	\$76,500	\$91,000	\$0
TOTAL GREENBELT CARES	\$1,260,998	\$1,428,495	\$1,501,200	\$1,664,100	\$1,712,500	\$0

	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
RECREATION & PARKS						
610 Recreation Administration						
Personnel Expenses	\$456,985	\$560,093	\$631,500	\$631,500	\$730,700	\$0
Other Operating Expenses	38,052	69,327	64,800	57,700	63,500	0
Total	\$495,036	\$629,420	\$696,300	\$689,200	\$794,200	\$0
615 Museum						
Personnel Expenses	\$0	\$0	\$0	\$0	\$157,000	\$0
Other Operating Expenses	0	0	0	0	52,400	0
Capital Outlay	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$209,400	\$0
620 Recreation Centers						
Personnel Expenses	\$485,731	\$494,236	\$629,900	\$617,300	\$711,400	\$0
Other Operating Expenses	110,414	148,079	128,700	146,500	149,400	0
Total	\$596,145	\$642,314	\$758,600	\$763,800	\$860,800	\$0
650 Aquatic and Fitness Center						
Personnel Expenses	\$578,156	\$841,484	\$1,002,800	\$1,002,300	\$1,028,000	\$0
Other Operating Expenses	280,402	351,921	355,800	346,300	396,800	0
Total	\$858,558	\$1,193,405	\$1,358,600	\$1,348,600	\$1,424,800	\$0
660 Community Center						
Personnel Expenses	\$683,269	\$649,799	\$660,800	\$658,800	\$710,800	\$0
Other Operating Expenses	221,943	208,816	221,100	227,000	230,200	0
Capital Outlay	39,285	0	0	0	0	0
Total	\$944,497	\$858,615	\$881,900	\$885,800	\$941,000	\$0
665 Greenbelt's Kids						
Personnel Expenses	\$298,014	\$382,462	\$533,000	\$608,500	\$588,600	\$0
Other Operating Expenses	26,813	53,497	102,900	83,700	147,000	0
Total	\$324,827	\$435,959	\$635,900	\$692,200	\$735,600	\$0
670 Therapeutic Recreation						
Personnel Expenses	\$100,889	\$136,929	\$162,600	\$178,300	\$183,400	\$0
Other Operating Expenses	4,072	8,820	17,400	21,400	25,900	0
Total	\$104,961	\$145,749	\$180,000	\$199,700	\$209,300	\$0
675 Fitness & Leisure						
Personnel Expenses	\$104,697	\$4,128	\$1,200	\$700	\$0	\$0
Other Operating Expenses	\$24,299	\$26,050	\$37,700	\$35,400	\$0	\$0
Total	\$128,996	\$30,177	\$38,900	\$36,100	\$0	\$0
685 Arts						
Personnel Expenses	\$220,235	\$232,968	\$436,500	\$437,400	\$536,100	\$0
Other Operating Expenses	\$28,686	\$42,695	\$43,300	\$88,600	\$55,600	\$0
Total	\$248,920	\$275,663	\$479,800	\$526,000	\$591,700	\$0
690 Special Events						
Personnel Expenses	\$11,136	\$13,571	\$60,700	\$57,300	\$59,500	\$0
Other Operating Expenses	\$18,173	\$38,773	\$56,900	\$55,500	\$60,400	\$0
Total	\$29,309	\$52,345	\$117,600	\$112,800	\$119,900	\$0

	FY 2020 Actual Trans.	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
700 Parks							
Personnel Expenses	\$1,035,305	\$1,057,331	\$929,805	\$1,140,400	\$1,115,400	\$1,184,500	\$0
Other Operating Expenses	184,277	222,801	242,507	243,800	313,200	379,000	0
Capital Outlay	3,365	0	0	0	0	0	0
Total	\$1,222,947	\$1,280,132	\$1,172,312	\$1,384,200	\$1,428,600	\$1,563,500	\$0
TOTAL RECREATION & PARKS	\$5,646,696	\$5,011,382	\$5,435,959	\$6,531,800	\$6,682,800	\$7,659,600	\$0
MISCELLANEOUS							
910 Grants and Contributions							
Personnel Expenses	\$10,438	\$2,360	\$6,892	\$8,000	\$8,000	\$8,000	\$0
Other Operating Expenses	84,535	71,402	105,314	107,400	107,400	137,400	0
Total	\$94,973	\$73,762	\$112,206	\$115,400	\$115,400	\$145,400	\$0
920 Intra-City Transit Service							
Personnel Expenses	\$105,717	\$109,642	\$115,864	\$117,500	\$117,500	\$121,500	\$0
Other Operating Expenses	14,682	11,430	15,143	14,600	14,600	14,600	0
Total	\$120,399	\$121,071	\$131,007	\$132,100	\$132,100	\$136,100	\$0
930 Museum							
Personnel Expenses	\$117,472	\$133,984	\$134,974	\$140,500	\$140,500	\$0	\$0
Other Operating Expenses	24,097	40,788	38,787	52,400	52,200	0	0
Total	\$141,568	\$174,772	\$173,761	\$192,900	\$192,700	\$0	\$0
TOTAL MISCELLANEOUS	\$356,941	\$369,605	\$416,974	\$440,400	\$440,200	\$281,500	\$0
NON-DEPARTMENTAL							
Insurance	\$617,530	\$665,778	\$846,708	\$949,100	\$949,100	\$1,034,900	\$0
Other Services	5,666	40,715	13,385	20,000	20,000	20,000	0
Building Maint. - Painting	6,500	6,750	1,482	6,000	6,000	6,000	0
Special Programs	214,251	983,558	54,292	78,500	78,500	78,500	0
Unallocated Appropriations	5,971	53,397	18,611	270,000	270,000	30,000	0
MSRA Admin Fees	27,107	23,709	22,639	29,000	29,000	30,000	0
Retiree Prescription Subsidy	36,002	51,878	81,575	50,000	50,000	60,000	0
CARES Act/COVID-19 Capital Exp.	32,128	428,991	0	0	0	0	0
TOTAL NON-DEPARTMENTAL	\$945,155	\$2,254,776	\$1,038,692	\$1,402,600	\$1,402,600	\$1,259,400	\$0
FUND TRANSFERS							
Building Capital Res. Fund	475,000	0	630,000	0	0	50,000	0
Capital Improvements	\$820,000	\$0	\$805,000	\$0	\$0	1,250,000	\$0
Debt Service Fund Payment	817,000	1,010,000	1,010,000	1,040,000	1,130,000	1,050,000	0
Replacement Fund Reserve	360,000	1,700	300,000	0	0	300,000	
Special Projects Fund	25,000	30,000	30,000	30,000	30,000	30,000	
TOTAL FUND TRANSFERS	\$2,497,000	\$1,041,700	\$2,775,000	\$1,070,000	\$1,160,000	\$2,630,000	\$0
TOTAL DEPARTMENTS	\$28,897,414	\$29,092,434	\$29,972,259	\$33,372,600	\$32,630,880	\$35,818,200	\$0

Personnel Staffing

	Auth. FY 2021	Auth. FY 2022	Auth. FY 2023	Prop. FY 2024	Auth. FY 2024
100 General Government	22	23	25	25	
200 Planning & Community Development	9	9	11	11	
300 Public Safety	75	75	76	76	
400 Public Works	57	57	57	57	
500 Greenbelt CARES	13	16	15	15	
600 Recreation	60	60	60	60	
930 Museum	1	1	1	1	
Total FTE	237	241	245	245	0

City Organizational Chart

