

# Other Funds

## Fiscal Year 2024



Special revenue funds: includes the cemetery fund, debt service fund, replacement fund, and special projects fund.

Agency fund: includes funds received as contributions for programs such as Greenbelt CARES and the Good Samaritan Fund, as well as monies forfeited from criminal activities.

Enterprise fund: contains the financial activity of Green Ridge House, the City's apartment complex for seniors and special populations.

# Cemetery Fund

Section 6-19 of the City Code established a Cemetery Perpetual Maintenance Trust Fund for the City Cemetery on Ivy Lane. This fund receives proceeds (after deduction of expenses) from the sale of lots at the City Cemetery and any cemetery related contributions or donations.

The City Code provides that interest earned in this fund may be appropriated to defray cemetery maintenance and improvement costs, while all other monies in the fund may only be utilized for investment purposes and the repurchase of cemetery lots.

## BUDGET COMMENTS

1. No expenses or transfers are proposed for FY 2024.

CEMETERY FUND Fund 104	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
<b>BALANCE AS OF JULY 1</b>	\$92,331	\$93,106	\$92,748	\$93,448	\$94,448	
<b>REVENUES</b>						
470000 Interest	\$75	\$81	\$100	\$800	\$800	
480000 Other - Service Fees	700	800	600	200	200	
<b>TOTAL REVENUES</b>	<b>\$775</b>	<b>\$881</b>	<b>\$700</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
490000 Interfund Transfer - General Fund	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Debt Service Fund

This fund accounts for the payment of the principal and interest on the city's outstanding debt. Section 55 of the City Charter places a four percent limit (4%) of the assessed valuation for real estate for the amount of bonds that may be issued by the city. The city's assessed valuation as of July 1, 2023 will be \$2.8 billion. Therefore, the debt limit in FY 2024 is \$112 million. At the beginning of FY 2024, the city's estimated outstanding debt will be approximately \$9.7 million or 0.35% of the city's assessed valuation.

In FY 2024, the city's debt portfolio consists of four borrowings: (1) the 2020 Refunding Bond A (2001 Bond Issue) and (2) the 2020 Refunding Bond B (financing of an unfunded liability for Maryland State Retirement initiated in FY 2014), (3) the Tax Increment Financing (TIF) for the Greenbelt Station neighborhood, which was incurred in 2019, and (4) the Greenbelt Lake Dam reconstruction, which was incurred in April 2020.

The TIF debt must be fully funded by one-half of the real estate tax revenue from residential property in Greenbelt Station. For FY 2024, the estimated assessments attributable to the Greenbelt TIF are \$279,877,264 of assessed value or \$2,315,984 in real estate tax revenue. The amount budgeted for TIF debt payment in FY 2024 is estimated at \$456,000 which continues to be lower than 50% of the TIF revenue. The interest rate for the TIF is 3.24%.

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

## BUDGET COMMENTS

1. In FY 2024, the City refinanced the outstanding debt for the 2001 Bond Issue and the MSRPA Un-funded liability to take advantage of significantly lower interest rates. The rate on the 2001 debt went from 2.93% to 0.85% and the MSRPS.
2. The fund balance in the Debt Service Fund is estimated to be \$41,880 at the end of FY 2024.
3. The fund transfer increased in FY 2023 as the in the fund balance was exhausted. This increase in FY 2023 and a slight increase (\$10,000) in FY 2024 will keep the account balanced during the FY 2024 year.

DEBT SERVICE FUND Fund 201	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
<b>TOTAL FUND BALANCE AS OF JULY 1</b>	\$119,207	\$0	(\$44,220)	(\$56,120)	\$21,980	
<b>REVENUES</b>						
470000 Interest Investments	\$773	\$465	\$300	\$300	\$300	
485000 Loan Proceeds	4,097,334	0	0	0	0	
490000 General Fund Transfer	1,010,000	1,010,000	1,040,000	1,130,000	1,050,000	
<b>TOTAL REVENUE &amp; FUND TRANSFERS</b>	<b>\$5,108,107</b>	<b>\$1,010,465</b>	<b>\$1,040,300</b>	<b>\$1,130,300</b>	<b>\$1,050,300</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
General Obligation						
895 2001 Bond Issue						
96 Principal	\$1,794,037	\$0	\$0	\$0	\$0	
97 Interest	11,415	0	0	0	0	
Total	\$1,805,452	\$0	\$0	\$0	\$0	\$0
<b>897 Unfunded Liability</b>						
96 Principal	\$2,292,357	\$0	\$0	\$0	\$0	
97 Interest	22,549	0	0	0	0	
Total	\$2,314,906	\$0	\$0	\$0	\$0	\$0
<b>896 2020 Refunding Bond A</b>						
34 Other Services	\$30,241	\$0	\$0	\$0	\$0	
96 Principal	242,557	162,470	295,000	295,000	297,700	
97 Interest	26,103	29,389	9,400	9,400	6,900	
Total	\$298,901	\$191,859	\$304,400	\$304,400	\$304,600	\$0
<b>893 2020 Refunding Bond B</b>						
34 Other Services	\$39,259	\$0	\$0	\$0	\$0	
96 Principal	134,026	292,687	164,800	164,800	167,100	
97 Interest	9,181	11,849	27,100	27,100	24,800	
Total	\$182,466	\$304,536	\$191,900	\$191,900	\$191,900	\$0
<b>898 Lake Dam</b>						
34 Other Services	\$3,217	\$0	\$3,200	\$3,200	\$3,200	
96 Principal	89,244	89,601	90,000	90,000	90,300	
97 Interest	7,218	3,530	6,700	6,700	6,300	
Total	\$99,679	\$93,130	\$99,900	\$99,900	\$99,800	\$0
<b>899 Greenbelt West TIF</b>						
34 Other Services (Payment to Municap)	\$13,413	\$19,163	\$10,000	\$10,000	\$10,800	
96 Principal	252,839	261,154	269,700	269,700	278,600	
97 Interest	193,165	184,843	176,300	176,300	167,400	
Total	\$459,417	\$465,159	\$456,000	\$456,000	\$456,800	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$5,160,819</b>	<b>\$1,054,684</b>	<b>\$1,052,200</b>	<b>\$1,052,200</b>	<b>\$1,053,100</b>	<b>\$0</b>
<b>FUND BALANCE AS OF JUNE 30</b>	<b>\$66,495</b>	<b>(\$44,220)</b>	<b>(\$56,120)</b>	<b>\$21,980</b>	<b>\$19,180</b>	<b>\$0</b>



# Bond Principal Payment Schedule

FY	All Debt	2020 Refunding Bond A (2001 Bond Fund)		2020 Refunding Bond B (MSRA Unfund Liability)		Greenbelt Station Tax Increment Financing		Greenbelt Lake Dam Repair		
		Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2024	\$833,720	\$205,324	\$297,705	\$6,830	\$167,083	\$24,776	\$278,613	\$167,376	\$90,319	\$6,342
2025	848,141	190,904	300,247	4,289	169,439	22,420	287,775	158,214	90,680	5,981
2026	862,919	176,125	302,810	1,726	171,827	20,031	297,239	148,750	91,043	5,618
2027	624,330	162,059	51,660	220	174,250	17,609	307,013	138,976	91,407	5,254
2028	585,590	148,919			176,707	15,152	317,110	128,879	91,773	4,888
2029	598,876	135,633			179,198	12,661	327,538	118,451	92,140	4,521
2030	612,543	121,967			181,725	10,134	338,309	107,680	92,509	4,153
2031	626,601	107,909			184,287	7,572	349,435	96,554	92,879	3,783
2032	641,061	93,408			186,885	4,934	360,926	85,063	93,250	3,411
2033	655,938	78,571			189,520	2,339	372,795	73,194	93,623	3,038
2034	551,359	64,104			72,306	506	385,055	60,934	93,998	2,664
2035	492,091	50,560					397,717	48,272	94,374	2,288
2036	505,548	37,102					410,797	35,192	94,751	1,910
2037	519,436	23,214					424,306	21,683	95,130	1,531
2038	533,770	8,881					438,259	7,730	95,511	1,151
2039	95,893	769							95,893	769
2040	96,276	385							96,276	385
<b>Total</b>	<b>\$9,684,092</b>	<b>\$1,605,835</b>	<b>\$952,422</b>	<b>\$13,065</b>	<b>\$1,853,227</b>	<b>\$138,134</b>	<b>\$5,292,887</b>	<b>\$1,396,948</b>	<b>1,585,556</b>	<b>\$57,688</b>

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

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

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

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

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# Replacement Fund

The Replacement Fund is for the purpose of setting funds aside annually so that at the time of scheduled replacement, adequate funds are available to replace a piece of equipment.

Prior to FY 2003, an amount equal to three (3) cents on the tax rate (\$ 162,900 in FY 2002) was budgeted in the General Fund budget to be transferred here. Now, a dollar amount based on need and available resources is budgeted. Funds not required to meet current obligations are invested. Interest earned is applied annually to various reserves, thereby reducing the amount of operating funds required to be contributed.

In FY 2023, it is proposed to infuse ARPA lost revenue funding to catch up on needed equipment.

## **BUDGET COMMENTS**

1. Under Community Development, an additional vehicle is needed for the third inspector. It is being recommended that a Chevy Bolt EV be purchased at a cost of \$48,000.
2. It is proposed to replace the Police Department's Livescan equipment at a cost of \$30,000. Livescan is used to scan fingerprints.
3. A F550, 2 ton dump truck (vehicle 125) in Multi-Purpose Equipment is being proposed for replacement at a cost of \$225,000.
4. It is proposed to purchase a Hybrid Rav4 for use by the Recreation Department to assist the Park Rangers with their duties (\$32,000).

<b>REPLACEMENT FUND Fund 105</b>	<b>FY 2021 Actual Trans.</b>	<b>FY 2022 Actual Trans.</b>	<b>FY 2023 Adopted Budget</b>	<b>FY 2023 Estimated Trans.</b>	<b>FY 2024 Proposed Budget</b>	<b>FY 2024 Adopted Budget</b>
<b>TOTAL FUND BALANCE AS OF JULY 1</b>	<b>\$302,597</b>	<b>\$296,941</b>	<b>\$243,175</b>	<b>\$231,375</b>	<b>\$135,675</b>	
<b>REVENUES</b>						
470000 Interest on Investments	\$266	\$272	\$200	\$2,000	\$5,000	
480000 Ins./Auc. Proceeds	3,364	6,642	5,000	3,500	2,000	
490000 Interfund Transfer - General Fund	1,700	300,000	0	0		
XXXXXX Special Projects Fund Transfer - ARPA	0	0	429,500	429,500	0	
XXXXXX TR from Capital Reserve Fund Balance	0	0	0	0	300,000	
<b>TOTAL REVENUE &amp; FUND TRANSFERS</b>	<b>\$5,329</b>	<b>\$306,914</b>	<b>\$434,700</b>	<b>\$435,000</b>	<b>\$307,000</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
<b>91 New Equipment</b>						
120 Administration	\$0	\$0	\$45,000	\$30,400	\$0	
220 Community Development	0	29,878	0	600	48,000	
310 Police	7,623	18,500	18,000	17,100	30,000	
330 Animal Control	0	0	45,000	102,400	0	
410 Public Works Admin.	0	0	22,000	300	0	
420 Multi-Purpose Equipment	0	203,034	150,600	116,000	225,000	
610 Recreation	0	0	0	0	32,000	
700 Parks	3,363	109,268	165,900	263,900	0	
<b>TOTAL EXPENDITURES</b>	<b>\$10,986</b>	<b>\$360,680</b>	<b>\$446,500</b>	<b>\$530,700</b>	<b>\$335,000</b>	<b>\$0</b>
<b>BALANCE AS OF JUNE 30</b>	<b>\$296,941</b>	<b>\$243,175</b>	<b>\$231,375</b>	<b>\$135,675</b>	<b>\$107,675</b>	<b>\$0</b>



# Items to be Purchased

## Community Development

Electric SUV .....\$48,000

## Police

Livescan Equipment .....\$30,000

## Multi-Purpose Equipment

2 Ton Dump Truck (125) .....\$225,000

## Recreation

Hybrid SUV .....\$32,000

**Total Proposed Expenditures** .....\$335,000



Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	Est. FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
	Administration															
2	Dodge Grand Caravan	2017	2029	29,332	38,100	0	0	0	0	0	0	38,100	0	0	0	0
	Electric SUV	2023	2035	45,000	55,000	30,400	0	0	0	0	0	0	0	0	0	0
	Subtotal			74,332	93,100	30,400	0	0	0	0	0	38,100	0	0	0	0
	Community Development															
712	Ford Focus	2022	2033	11,427	38,000	0	0	0	0	0	0	0	0	0	0	0
727	Chevy Bolt - Electric	2018	2029	36,941	48,000	0	0	0	0	0	0	48,000	0	0	0	0
728	Chevy Bolt - Electric	2019	2030	38,162	49,600	0	0	0	0	0	0	0	49,600	0	0	0
	Subtotal			86,530	135,600	0	0	0	0	0	0	48,000	49,600	0	0	0
	Police Department															
	Police Radio System	2011	2025	729,700	500,000	0	0	500,000	0	0	0	0	0	0	0	0
	Voice Logging Recorder	2011	2022	22,327	18,500	0	0	0	0	0	0	0	0	0	0	0
	Handguns	2019	2029	33,708	40,500	0	0	0	0	0	0	40,500	0	0	0	0
	Pro-Tec Raid Vests	2015	2026	16,067	20,900	0	0	0	20,900	0	0	0	0	0	0	0
	ETIX Equipment		Var.		54,000	18,000	0	18,000	0	0	0	0	0	0	0	0
	TRUSPEED Laser	2014	2026	7,300	12,000	0	0	0	12,000	0	0	0	0	0	0	0
726	Ford Fusion Hybrid	2014	2026	24,577	32,000	0	0	0	32,000	0	0	0	0	0	0	0
	Live Scan	2014	2023	33,283	35,000	0	30,000	0	0	0	0	0	0	0	0	0
	Automated External Defibrillators	2014	2022	12,596	13,000	0	0	0	0	0	0	0	0	0	0	0
	Subtotal			879,558	725,900	18,000	30,000	518,000	64,900	0	0	40,500	0	0	0	0
	Animal Control															
704	Ford Escape SUV	2008	2022	25,276	26,300	0	0	0	0	0	0	0	0	0	0	0
799	Ford Cargo Van w/Cage package	2002	2023	26,039	38,000	45,000	0	0	0	0	0	0	0	0	0	0
	Subtotal			51,315	64,300	45,000	0	0	0	0	0	0	0	0	0	0
	Public Works Administration															
	Fuel Management System	2022	2032	22,000	30,000	22,000	0	0	0	0	0	0	0	44,500	0	0
106	Chevy Bolt - Electric	2020	2031	34,259	44,500	0	0	0	0	0	0	0	0	44,500	0	0
104	Ford Explorer	2016	2027	25,794	33,500	0	0	0	0	33,500	0	0	0	0	0	0
105	Chevy Bolt - Electric	2019	2030	36,941	48,000	0	0	0	0	0	0	0	48,000	0	0	0
	Repeater - Channel 1 & 3	2004	2023	40,000	46,000	0	46,000	0	0	0	0	0	0	0	0	0
	Subtotal			158,994	202,000	22,000	46,000	0	33,500	0	0	0	48,000	89,000	0	0
	Multi-Purpose Equipment															
123	Ford 550 Dump Truck	2020	2031	84,100	109,900	0	0	0	0	0	0	0	0	109,900	0	0
112	Ford Roll Back Truck	1993	2023	25,927	75,000	75,000	0	0	0	0	0	0	0	0	0	0
113	4X4 3/4Ton Pick-up Truck	2006	2022	18,314	39,500	0	0	0	0	0	0	0	0	0	0	0
114	4X4 3/4Ton Pickup	2020	2031	34,085	44,300	0	0	0	0	0	0	0	0	44,300	0	0
118	Ford 4X4 F350 Crew Cab	2014	2026	30,256	39,300	0	0	0	39,300	0	0	0	0	0	0	0
120	Skid Steer Loader	2019	2030	65,063	84,600	0	0	0	0	0	0	0	84,600	0	0	0
121	Ford F250 4X4 3/4Ton Pickup	2017	2028	34,500	42,900	0	0	0	0	0	42,900	0	0	0	0	0



Veh #	Department/Item	Year Purch.	Repl. Year	Original Cost	Replace Cost	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
	Commercial Convection Oven	2003	2024	7,901	11,000	0	11,000	0	0	0	0	0	0	0	0
	Stage Lighting	2006	2027	10,000	15,000	0	0	0	0	15,000	0	0	0	0	0
	Subtotal			39,901	56,300	0	34,800	0	0	15,000	0	0	0	0	0
	Department/Item	Year Purch. <td>Repl. Year <td>Original Cost</td> <td>Replace Cost</td> <td>FY 2023</td> <td>FY 2024</td> <td>FY 2025</td> <td>FY 2026</td> <td>FY 2027</td> <td>FY 2028</td> <td>FY 2029</td> <td>FY 2030</td> <td>FY 2031</td> <td>FY 2032</td> </td>	Repl. Year <td>Original Cost</td> <td>Replace Cost</td> <td>FY 2023</td> <td>FY 2024</td> <td>FY 2025</td> <td>FY 2026</td> <td>FY 2027</td> <td>FY 2028</td> <td>FY 2029</td> <td>FY 2030</td> <td>FY 2031</td> <td>FY 2032</td>	Original Cost	Replace Cost	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
	Park Equipment														
401	4X4 Pickup Truck	2020	2031	34,085	44,300	0	0	0	0	0	0	0	0	44,300	0
409	Ford F 250 4X4 Pickup	2015	2026	28,100	36,500	0	0	0	36,500	0	0	0	0	0	0
405	Ford F-150 Pickup	2013	2024	15,100	20,100	0	20,100	0	0	0	0	0	0	0	0
407	Ford 1 1/2 Ton Dump Truck	2006	2023	46,699	72,000	72,000	0	0	0	0	0	0	0	0	0
408	Ford F-250 4X4 3/4 Ton Pickup	2008	2022	27,747	37,500	0	0	0	0	0	42,900	0	0	0	0
458	Ford F250 4X4 Pickup	2017	2028	33,700	42,900	0	0	0	0	0	0	0	0	0	0
402	Ford F250 4X4 Pickup	2016	2027	25,509	33,200	0	0	0	0	33,200	0	0	0	0	0
426	Ford Custom Cab	2005	2023	50,257	71,400	71,400	0	0	0	0	0	0	0	0	0
470	Kubota L2850 Tractor/backhoe	2016	2036	29,959	38,900	0	0	0	0	0	0	0	0	0	0
459	Ford 550 Dump	2017	2029	70,000	104,000	0	0	0	0	0	0	104,000	0	0	0
436	John Deere 3320 Tractor	2007	2028	14,624	23,400	0	0	0	0	0	23,400	0	0	0	0
471	Kubota 3060 Front Cut Mower	2016	2036	26,850	34,900	0	0	0	0	0	0	0	0	0	0
440	Bobcat Skid-Steer Loader	2006	2024	14,200	18,500	0	18,500	0	0	0	0	0	0	0	0
443	Kubota ZD331 Zero Turn Mower	2014	2025	13,409	17,400	0	0	17,400	0	0	0	0	0	0	0
448	Tag-A-Long Trailer	1985	2024	2,799	5,000	0	5,000	0	0	0	0	0	0	0	0
460	Leaf Vacuum	2018	2030	41,460	56,900	0	0	0	0	0	0	0	56,900	0	0
468	Wood Chuck Chipper	2020	2031	49,531	64,400	0	0	0	0	0	0	0	0	64,400	0
464	Kubota Big Tractor M8210 w/attach	1998	2022	36,063	55,000	0	0	0	0	0	0	0	0	0	0
465	Ford Stake Body (Body in 14)	2001	2024	43,592	58,400	0	58,400	0	0	0	0	0	0	0	0
466	Premier Trailer	2001	2024	5,000	5,000	0	5,000	0	0	0	0	0	0	0	0
469	Ford 750 2-Ton Dump (Body in 19)	2009	2024	70,496	93,800	0	93,800	0	0	0	0	0	0	0	0
	Deep Tine Aerator	2007	2023	15,500	22,500	22,500	0	0	0	0	0	0	0	0	0
	Stump Grinder	2014	2024	7,000	9,300	0	9,300	0	0	0	0	0	0	0	0
	Subtotal			696,680	965,300	165,900	210,100	0	53,900	33,200	66,300	104,000	56,900	108,700	0
	Intra-City Bus Service														
504	Lift Equipped Van	2019	2029	64,953	84,400	0	0	0	0	0	0	84,400	0	0	0
	Subtotal			64,953	84,400	0	0	0	0	0	0	84,400	0	0	0
	Non Departmental														
	Telephone Equipment	2020	2030	52,900	100,000	0	0	0	0	0	0	0	100,000	100,000	0
	Subtotal			52,900	100,000	0	0	0	0	0	0	0	100,000	100,000	0
	GRAND TOTAL			3,837,010	4,866,500	431,900	1,261,600	747,200	253,000	81,700	338,800	509,300	398,400	662,300	0
	Annual Revenues Required (11 Year Avg. Lifespan)			\$512,380											

# Special Projects Fund

This fund was established in FY 2001 to set aside funds for specific purposes. Funds set aside by the City Council or mandated to be accounted for separately will often be collected in one fiscal year with the related costs of the program expended over several subsequent years.

## BUDGET COMMENTS

1. The \$85,000 in Information Technology, line 145, is to replace computers (\$25,000) and servers (\$10,000), continue implementation of document management solution with streamlined workflow (\$15,000), Planning Department Inspectors working in the field (\$5,000) and video camera upgrades (\$30,000).
2. The expenses in Community Promotion Equipment, line 190, are to replace audio/visual equipment as determined by the Public Information & Communications Coordinator. There was \$80,000 planned in FY 2022; \$10,000 in FY 2023 and \$10,000 is budgeted in FY2024.
3. In Police, the rental of the police cars for the drug task force will be discontinued in FY2024—there will be no revenue and no expenditures.
4. The expenses in CARES/GAIL come from the Barnett Trust and help fund assistance programs for seniors will continue in FY 2024. In FY 2023, there was \$7,900 remaining in this fund and we expect to expend \$2,000 by year's end. With this, there is \$5,900 remaining in this fund for use in FY 2024.
5. The expenses in Arts, 685 is to make the annual transfer of \$5,000 to support future art restoration projects. The same amount was budgeted in FY 2021, FY 2022, FY 2023 and this amount will continue in FY 2024.
6. There are no American Rescue Plan Act (ARPA) funds included in the FY 2024 budget. In FY 2023, there were a variety of projects approved by Council to be covered using ARPA funds—the projects were listed in the capital fund, capital building reserve fund and the replacement fund. Additionally, during the year, Council approved a number of additional projects to be covered with the remaining ARPA dollars. Many of these projects remain as “works in progress” and therefore the funds remain in place for them to be completed.
7. The City's Speed Camera Program will be recorded in the Special Projects Fund in FY 2024. The Speed Camera Fund was established to account for financial transactions related to the City's Speed Camera program. The program aims to reduce speeding to prevent accidents and reduce injuries and fatalities. The City's Speed Camera Program went into effect in 2012. Prior to FY 2023, the revenue and expenses were recorded in the Police budget, 310. Under Maryland state law, any revenue generated through speed camera's is required to be shown as a separate fund and not part of the General Fund budget. As such, the revenue and expenditures are contained in this Special Projects budget.
8. The City receives monies from cable franchises for the use of the public right-of-way. The city contributes two-thirds of the fees deposited to the Fund to Greenbelt Access Television, Inc. (GATE). The remaining third provides funding for IT and Community Promotion projects.

SPECIAL PROJECTS FUND Fund 101	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
<b>TOTAL FUND BALANCE AS OF JULY 1</b>	<b>\$941,358</b>	<b>\$974,243</b>	<b>\$10,503,277</b>	<b>\$17,667,610</b>	<b>\$24,931,010</b>	
<b>REVENUES</b>						
433401 Cable TV Franchise Fee	\$223,994	\$213,156	\$231,000	\$190,000	\$200,000	
441112 Federal Grants	78,750	80,625	82,500	58,125	0	
442150 ARPA Grant	0	11,440,833	1,440,833	1,449,400	0	
460301 Speed Cameras	0	0	0	0	227,500	
460301 Del. Speed Camera Fines	15,894	10,176	18,000	15,000	18,000	
XXXXXX ARPA Lost Revenue	0	0	10,000,000	10,000,000	0	
470000 Interest on Investments	751	9,188	1,185	155,400	160,000	
470104 Econ Dev Fund Interest	110	12	15	0	0	
490000 Interfund Transfers:						
Economic Development	25,000	25,000	25,000	25,000	25,000	
Recreation - Public Art	5,000	5,000	5,000	5,000	5,000	
<b>TOTAL REVENUES</b>	<b>\$349,500</b>	<b>\$11,783,990</b>	<b>\$11,803,533</b>	<b>\$11,897,925</b>	<b>\$635,500</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
135 Human Resources	\$0	\$0	\$0	\$0	\$0	
140 Finance	0	172,827	0	0	0	
145 Information Technology	65,291	0	85,000	85,000	85,000	
190 Comm. Promo. Equipment	17,573	39,959	10,000	10,000	10,000	
190 Comm. Promo. Public Access	0	5,200	0	0	0	
310 Police	78,461	103,568	82,500	83,725	0	
520 CARES & GAIL	5,960	3,945	7,900	2,000	5,900	
685 Arts	0	0	5,000	5,000	5,000	
990 ARPA (Actual Expenditures)	0	1,755,354	0	0	0	
XXX Speed Camera Expenditures	0	0	0	0	235,000	
999 Transfer to General Fund	0	32,000	0	0	0	
999 ARPA - Transfers to Capital Projects, Building Capital & Replacement Fund	0	0	4,294,800	4,294,800	0	
999 Payment to GATe	149,329	142,104	154,000	154,000	154,000	
<b>TOTAL EXPENDITURES</b>	<b>\$316,614</b>	<b>\$2,254,956</b>	<b>\$4,639,200</b>	<b>\$4,634,525</b>	<b>\$494,900</b>	<b>\$0</b>
<b>TOTAL FUND BALANCE AS OF JUNE 30</b>	<b>\$974,243</b>	<b>\$10,503,277</b>	<b>\$17,667,610</b>	<b>\$24,931,010</b>	<b>\$25,071,610</b>	
<b>FUND BALANCE DESIGNATIONS</b>						
Cable TV - funds available for IT infrastructure	\$414,526	\$408,419	\$396,526	\$355,526	\$306,526	
Public Safety	13,366	599	31,366	31,366	31,366	
Barnett Trust	38,390	34,446	30,490	28,490	22,590	
Economic Development Revolving Fund	118,504	118,504	118,504	118,504	168,534	
Arts Restoration & Acquisition	5,000	10,000	10,000	15,000	15,000	
Undesignated	384,457	9,931,309	7,395,244	6,313,258	24,527,594	
Undesignated ARPA	0	0	9,685,480	18,068,865	0	
<b>TOTAL</b>	<b>\$974,243</b>	<b>\$10,503,277</b>	<b>\$17,667,610</b>	<b>\$24,931,010</b>	<b>\$25,071,610</b>	



	FY 2021 Actual Trans.	FY 2022 Actual Trans.	FY 2023 Adopted Budget	FY 2023 Estimated Trans.	FY 2024 Proposed Budget	FY 2024 Adopted Budget
<b>SPECIAL PROJECTS FUND (Fund 101) AMERICAN RESCUE PLAN ACT</b>						
<b>TOTAL FUND BALANCE AS OF JULY 1</b>	\$0	\$0	\$9,440,833	\$0	\$0	\$0
<b>REVENUES</b>						
ARPA Amount in FY2022	\$0	\$11,440,833	\$0			
ARPA Amount in FY2023	0	0	11,440,833			
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$11,440,833</b>	<b>\$11,440,833</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES</b>						
52589802 - Rental & Utility Assistance	\$0	\$1,197,685	\$0			
52589803 - Mortgage Assistance	0	35,277	0			
52589804 - Meals/Other Non-profit	0	61,392	0			
52589805 - Business Assistance	0	400,000	0			
52589806 - Community Engagement	0	61,000	0			
525898XX - Capital Projects	0	0	1,390,000			
525898XX - Building Capital Reserve Fund	0	0	1,636,000			
525898XX - Replacement Fund	0	0	429,500			
525898XX - General Fund	0	0	839,300			
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$1,755,354</b>	<b>\$4,294,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL FUND BALANCE AS OF JUNE 30</b>	<b>\$0</b>	<b>\$9,685,480</b>	<b>\$16,586,866</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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# Agency Funds

An agency fund is used to account for assets of outside parties or assets held in escrow. Agency funds do not report operations as governmental funds (i.e. General Fund), only additions and deductions. The assets are not owned or controlled by the city, though the city maintains a fiduciary responsibility over the assets.

The city maintains one agency fund with distinct classifications. The classifications range from donations to individuals who require assistance to assets that were seized during criminal investigations.

1. The Recreation Department receives contributions from various sources. There is also the Mary Geiger Fund. The monetary donations are used to support camp scholarships, special events and other designated programs as specified by the donor. Monies are transferred to the General Fund to offset the program as appropriate.
2. Donations are made by clients to Greenbelt CARES Youth and Family Services Bureau. These funds do not get regularly used and have been transferred to the Emergency Assistance Fund in FY 2016.
3. The Good Samaritan Fund provides financial assistance to out-of-town persons stranded in Greenbelt and low-income individuals in need of a few dollars to purchase gas or groceries. This program receives its funding from the churches in Greenbelt and other civic associations.
4. An Emergency Assistance Fund has been established to accept and disburse donations received to assist Greenbelt residents to pay rent to avoid possible eviction. Approximately a dozen individuals receive assistance from these funds each fiscal year.
5. People contribute to the Adopt-A-Tree Program for the purpose of allowing the city to identify a location for a tree. This balance is the amount of funds available to the city, when needed.
6. A program started in FY 2001 is the Adopt-A-Bench Program. This program is similar to the Adopt-A-Tree program, but enables people to dedicate benches throughout the city.
7. Confiscated funds obtained from arrests made by the Greenbelt Police Department are deposited here. When final disposition is determined, the funds are either returned to the individual (if the charges are dropped or the individual declared innocent in court), or the monies are transferred to the City's Special Projects Fund to be used for public safety. The assets generally are held for two to three years while a determination is made by the court system.
8. Contributions were made to the Advisory Committee on Education (ACE). These monies fund ACE initiatives such as its scholarship fund.
9. A CARES - Green Ridge House pet assistance program was created via a grant to help fund veterinary care and pet food.
10. The city supports the Greenbelt Volunteer Fire Department (GVFD) by setting funds aside each fiscal year. The purpose of these funds is to help fund equipment purchases for the GVFD.
11. The Spay and Neuter Clinic Agency Fund is for donations received for the purchase of supplies and equipment to perform cat and dog neuters at the shelter. This will reduce city cost for veterinary care for animals at the shelter, will allow development of a feral cat control program, and could allow extension of low cost spay and neuter services to the community.

	Balance FY 2021	FY 2022 Contribution	FY 2022 Debits	Balance 07/01/22	FY 2023 Estimated Contri.	FY 2023 Estimated Debits	Estimated Balance 07/01/23	FY 2024 Estimated Contri.	FY 2024 Estimated Debits	Estimated Balance 06/30/24
Recreation Department	\$8,411	\$1,835	\$0	\$10,246	\$1,500	\$0	\$11,746	\$1,500	\$0	\$13,246
Mary Geiger Fund	3,655	20	(89)	3,586	0	0	3,586	0	0	3,586
Greenbelt CARES	307	440	(108)	639	0	0	639	0	0	639
Good Samaritan	12,603	15,358	(26,480)	1,481	5,000	(2,500)	3,981	5,000	(2,500)	6,481
Emergency Assistance	49,075	30,673	(73,773)	5,975	7,000	(6,000)	6,975	5,000	(5,000)	6,975
Adopt-A-Tree	2,527	1,500	(889)	3,138	1,500	(1,100)	3,538	1,500	(1,000)	4,038
Adopt-A-Bench	6,722	1,040	(999)	6,763	500	(1,000)	6,263	500	(1,000)	5,763
Drug and Evidence	56,828	136	0	56,964	0	0	56,964	0	0	56,964
Advisory Committee on Education	19,263	2,020	(7,500)	13,783	2,500	(5,000)	11,283	2,500	(5,000)	8,783
CARES - GRH Pet Assistance	966	0	(126)	840	0	(600)	240	0	(150)	90
Fire Department	0	192,000	0	192,000	120,000	0	312,000	120,000	0	432,000
Spay and Neuter Clinic	7,831	0	0	7,831	0	0	7,831	0	0	7,831

# Green Ridge House

Green Ridge House is a city-owned apartment building for seniors. The 101-unit facility opened in 1979. About seventy-five (75) percent of the revenue to the facility comes from the U.S. Department of Housing and Urban Development Section 8 program and the balance comes from resident payments. No city funds are expended on Green Ridge House. The city contracts with Community Realty Company, Inc. (CRC) to manage the facility and grounds.

## ACCOMPLISHMENTS

- Replaced boilers for domestic hot water and heating, as well as all piping essential for performance.
- Completed replacement of the roof and gutters.
- Replaced the annunciator panel for the fire safety system.
- Replaced the loading dock doors.
- Windows were replaced as needed.

## ISSUES & SERVICES

As a Section 8 complex, the rent charged to residents is subsidized by the federal government. In FY 2023, the market rent for a unit at Green Ridge House is \$1,337 per month. Green Ridge House has been granted a gross market increase for FY 2024 that will increase the subsidy and change the monthly rent of a unit to \$1,475 with no impact to residents.

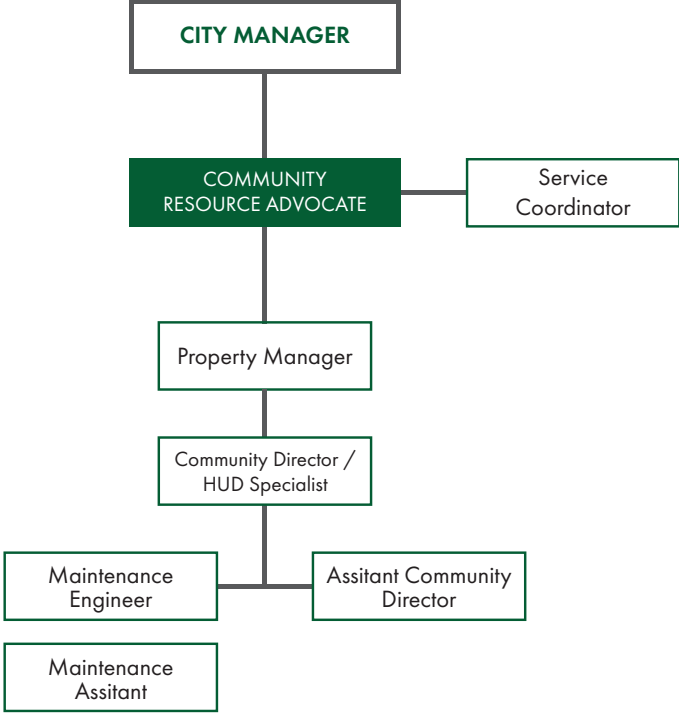
The Community Resource Advocate (CRA) is the liaison between Green Ridge House management and city administration. The Service Coordinator focuses on resident case management. In response to the changing needs of residents, the city worked with Community Realty to pay for clinical counseling services in FY 2023, which will continue in FY 2024.

Historically, parking has been a challenge, but the current parking lot configuration provides 55 spaces on-site with 45 permits issued for vehicles.

## BUDGET COMMENTS

1. In FY 2024, Miscellaneous Administrative costs include funding for counseling services provided to residents (\$20,000), the Service Coordinator (\$31,700), and office supplies (\$17,700).
2. Service Contracts budgets for pest control, security camera services, elevator services, cleaning and trash removal.
3. For FY 2024, proposed capital expenditures of \$92,100 include:
  - Apartment Renovations (\$10,000) - electric range and refrigerator replacements.
  - Building Improvements (\$30,000) - window replacements and HVAC remote facility controls hardware.
  - Common Area Renovation (\$39,000) - new furniture and TV's for lobbies, gym flooring, and an additional security camera for the parking lot.
  - Replace carpet (\$13,000) in vacant units and some occupied units.

# Green Ridge House Organizational Chart





	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Proposed FY 2024
<b>Section 2 Revenue</b>					
<b>Rental Revenue</b>					
Potential Resident Rent Income	\$501,595	\$493,300	\$534,700	\$491,400	\$536,300
Gross Potential Rent - Affordable	1,070,369	1,086,624	1,085,700	1,129,000	1,251,400
Vacancy Loss	-63,621	-42,841	-46,700	-34,800	-47,100
Employee Units	-16,861	-31,208	-32,100	-32,100	-35,400
Ending Prepaid Rent	-	-	-	-	0
Ending Delinquency	-	-	-	-	0
<b>Total Rental Revenue</b>	<b>1,491,482</b>	<b>1,505,875</b>	<b>1,541,600</b>	<b>1,553,400</b>	<b>1,705,200</b>
<b>Other Revenue</b>					
Pet Fee Income	1,375	2,400	2,400	2,400	2,400
Late Fees	81	119	100	100	100
Laundry Income	3,303	3,809	3,600	4,000	4,000
Tenant Damages Fees	907	1,238	400	1,200	1,100
Interest Income	37	16	100	100	100
Interest Income - Other	1,446	1,245	240	29,000	29,000
Miscellaneous Income	-	-	100	-	100
Consulting Fees	-	-	-	1,300	-
Forfited Security Deposit	-	-	-	-	0
Total Other Revenue	7,149	8,827	6,940	38,000	36,800
<b>Total Revenue</b>	<b>1,498,631</b>	<b>1,514,702</b>	<b>1,550,300</b>	<b>1,591,400</b>	<b>1,742,000</b>
<b>Section 3 - Operating Expenses</b>					
<b>Administrative</b>					
Management Fees	67,308	68,237	69,800	71,600	78,400
Bank Fees	172	111	200	300	200
Computer Services	17,563	18,028	23,600	18,400	23,600
Dues and Subscriptions	644	651	500	500	500
Educational Training	862	473	600	200	600
Social Activities	8,819	21,244	34,200	29,700	34,300
Legal Fees	310	1,262	400	100	400
Miscellaneous Administrative	50,440	41,791	56,500	55,100	68,300
Credit Reports	980	4,503	1,400	1,200	1,500
Office Supplies	13,623	15,079	17,400	12,900	17,700
Postage	201	76	400	200	400
Professional Fees	-	-	200	300	200
Audit Fees	9,700	-	9,500	19,400	9,500
Office Equipment Rental	-	-	-	-	0
Uniforms	-	-	-	-	0
Misc. Operating Expense	7,486	8,943	11,200	6,200	8,200
Advertising and Promotion	704	270	1,000	1,000	1,000
Cable/Internet/Phone	15,451	16,003	18,000	19,800	18,500
Interest on Security Deposits	1,346	1,106	500	600	500
<b>Total Administrative</b>	<b>195,609</b>	<b>197,777</b>	<b>245,400</b>	<b>237,400</b>	<b>263,800</b>

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Proposed FY 2024
<b>Section 4- Payroll</b>					
Salaries	287,669	305,086	316,200	316,200	328,600
Payroll Taxes	23,022	24,228	28,500	23,600	29,600
Temporary Help	-	-	500	-	500
Employers 401K Expense	317	297	400	400	400
401K Contribution Match	4,850	4,885	5,000	5,000	5,000
<b>Total Payroll</b>	<b>315,858</b>	<b>334,496</b>	<b>350,600</b>	<b>345,300</b>	<b>364,000</b>
<b>Section 5 - Utilities</b>					
Electricity - Common Area	46,963	43,216	58,700	57,000	59,300
Electricity Vacant Units	1,756	1,383	2,000	2,000	2,000
Water & Sewer	64,514	70,768	76,900	73,300	76,300
Gas - Common Area	21,262	30,214	27,500	26,400	27,400
<b>Total Utilities</b>	<b>134,495</b>	<b>145,581</b>	<b>165,000</b>	<b>158,700</b>	<b>165,000</b>
<b>Section 6 Service Contracts</b>					
Elevator Contract	7,691	9,930	11,000	9,600	12,800
Exterior Landscaping Contract	28,353	40,549	42,900	43,800	45,300
Fire & Life Safety Contract	29,136	16,165	12,200	15,900	15,000
Contract Cleaning	50,915	53,171	50,700	52,000	52,400
Access Control	1,810	6,780	8,900	7,700	8,900
Pest Control Contract	2,728	2,773	4,600	4,200	4,600
Trash Removal	16,422	15,849	14,300	12,800	13,700
<b>Total Service Contracts</b>	<b>137,055</b>	<b>145,217</b>	<b>144,500</b>	<b>146,000</b>	<b>152,600</b>
<b>Section 7 - Insurance</b>					
Employee Health Insurance	26,287	30,543	31,000	30,300	31,000
Worker's Compensation	2,640	3,338	3,600	3,100	3,600
Multi Peril Insurance	62,726	65,302	68,400	67,200	67,600
Blanket Crime	287	255	300	200	300
Fiduciary Liability	227	248	300	300	300
Excess Liability	2,699	3,631	3,800	18,000	18,900
<b>Total Insurance</b>	<b>94,866</b>	<b>103,317</b>	<b>107,300</b>	<b>119,100</b>	<b>121,700</b>

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Proposed FY 2024
<b>Section 8 - Maintenance</b>					
Electrical	3,760	1,399	4,200	2,100	4,500
HVAC	22,123	24,489	19,600	17,200	19,900
Misc. Maintenance	7,330	7,777	4,800	2,800	4,900
Pavement and Grounds	-	-	5,500	-	5,500
Plumbing	7,975	440	12,000	5,600	12,100
Snow Removal	17,937	25,826	27,000	5,600	27,000
Repairs Covered by Insurance	-	-	-	-	0
Reimburse. from Insurance Claims	-	-	-	-	0
Replacement Units & Parts	11,118	17,481	18,000	11,000	19,600
Maintenance Assistance	360	-	400	-	400
Structural Repair	46,000	-	-	-	0
Windows and Doors	-	-	-	-	0
Painting - Public Space	3,750	4,520	25,000	10,600	25,000
Appliance Maintenance	247	-	-	-	-
Floor Repairs	-	-	-	-	0
Roof Repairs	760	-	12,500	-	0
Janitorial Supplies	2,066	6,949	1,500	2,200	1,500
<b>Total Maintenance</b>	<b>123,426</b>	<b>88,881</b>	<b>130,500</b>	<b>57,200</b>	<b>120,300</b>
<b>Section 9 - Turnover Costs</b>					
Apartment Painting	11,790	12,170	14,100	18,000	15,200
Carpet Cleaning	6,697	8,847	18,200	3,700	4,300
Apartment Cleaning	2,560	1,630	3,200	600	5,700
<b>Total Turnover Costs</b>	<b>21,047</b>	<b>22,647</b>	<b>35,500</b>	<b>22,300</b>	<b>25,200</b>
<b>Section 10 - Taxes &amp; Reserves</b>					
Real Estate Tax	94,700	94,700	94,700	94,700	94,700
Replacement Reserves	330,000	330,000	330,000	33,000	330,000
Misc. Tax and License	14,686	14,686	15,200	15,300	15,200
<b>Total Taxes &amp; Reserves</b>	<b>439,386</b>	<b>439,386</b>	<b>439,900</b>	<b>143,000</b>	<b>439,900</b>
<b>Total Operating Expenses</b>	<b>1,461,742</b>	<b>1,477,302</b>	<b>1,618,700</b>	<b>1,229,000</b>	<b>1,652,500</b>

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Proposed FY 2024
<b>Revenues/Expenditures Favorable/ (Unfavorable)</b>	<b>36,889</b>	<b>37,400</b>	<b>-68,400</b>	<b>362,400</b>	<b>89,500</b>
<b>Section 11 - Capital Expenditures</b>					
New Equipment	-	2,904	-	-	0
Building Improvements	94,527	77,767	960,000	1,061,500	30,000
Building Improvements from Reserves	-	-	-960,000	-1,061,500	0
Carpet	5,680	4,661	-	6,900	13,100
Consultant Fee	509	6,530	25,000	14,200	0
Common Area Renovations	60,432	10,413	14,500	5,000	39,000
Apartment Renovations	3,876	3,954	10,000	-	10,000
Major Repairs	-	66,319	-	-	0
<b>TOTAL CAPITAL EXPENSES</b>	<b>3,876</b>	<b>70,273</b>	<b>10,000</b>	<b>-</b>	<b>92,100</b>

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