



CITY COUNCIL AGENDA
Municipal Building

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

**During "Petitions and Requests," please submit your request in writing via email to
questions@greenbeltmd.gov**

<https://us02web.zoom.us/j/87821711676?pwd=BcRfap63tO087eRxRaGwANplv5E7Ra.1>

Dial-in: 301 715 8592

Webinar ID: 878 2171

**Monday, March 24, 2025
7:30 PM**

I. ORGANIZATION

1. Call to Order

2. Roll Call

3. Meditation and Pledge

Suggested Action:

Reading of the Greenbelt Community Pledge: The strength of Greenbelt is diverse people living together in a spirit of cooperation. We celebrate all people by sharing together all are enriched. We strive to be respectful, welcoming community that is open accessible, safe and fair.

4. Petitions and Requests
5. Consent Agenda
Suggested Action:
Consent Agenda - Approval of Staff Recommendations (Items on the Consent Agenda [marked by *] will be approved as recommended by Council and staff, subject to removal from the Consent Agenda by Council.)
6. Approval of Agenda and Additions

II. COMMUNICATIONS

7. Presentations
 - 7a. Prince George's County Office of Human Rights
Suggested Action:

Tiana Davis, a representative from the Prince George's County Office of Human Rights, will give a brief presentation to the Council.
 - 7b. Proposed FY2026 Budget Presentation
Suggested Action:
Josué Salmerón, City Manager, will submit the proposed budget for FY2026, which begins on July 1, 2025, and ends on June 30, 2026. The Council will hold work sessions on each department's budget. There are two public hearings on the proposed budget.
- *8. Minutes
Suggested Action:
No Meeting Minutes to approve.
9. Administrative Reports
Suggested Action:
Reference: This link will display the weekly report for the City Manager and City Departments

https://www.greenbeltmd.gov/government/city-administration/city-manager-s-office/weekly-reports/-folder-1586#docan2352_4054_3510
- *10. Committee Reports
 - *10a. Advisory Planning Board Report #2025-01: WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

Suggested Action:

It is recommended that the Council accept this report. This item will appear later on this meeting agenda.

[APB Report 2025-01_WMATA's 2025 Better Bus Network - P20-P21 Proposed New Stops on Crescent Road.pdf](#)

III. LEGISLATION

11. An Ordinance to Amend Chapter 16 of the City of Greenbelt Code to Codify General Orders 675
- 1st Reading

Suggested Action:

At the request of Council, this ordinance formally codifies the City of Greenbelt's existing policy concerning the role of municipal employees, including the Police Department, in enforcing federal civil immigration laws. The ordinance amends Chapter 16 of the City Code by adding Sections 16-5 through 16-9 and revising the chapter title to reflect the inclusion of public safety policies.

Staff presents this ordinance for Council's consideration for first reading.

[Ordinance - Limitations on Authority to Enforce Federal Civil Violations.pdf](#)

12. An Ordinance to Make a Supplemental Appropriation in the Retiree Prescription Subsidy for the Fiscal Year Ending June 30, 2025, in the Amount of sixty-five thousand dollars (\$65,000)
- 1st Reading, Suspension of Rules
- 2nd Reading, and Adoption

Suggested Action:

This ordinance authorizes a supplemental appropriation of \$65,000 from the City's General Fund Reserve to the Retiree Prescription Subsidy line item for Fiscal Year 2025. The additional funding is necessary to cover increases in retiree prescription benefit costs that exceed the originally appropriated amount. With this appropriation, the total FY 2025 subsidy allocation will increase to \$130,000. The use of reserve funds for this purpose has been reviewed and certified.

Staff presents this Ordinance for Council's consideration to ensure sufficient funding is available to meet the City's retiree prescription subsidy for FY2025.

[retiree Prescr Audit Trail 03 21 2025.pdf](#)

[Retiree Prescription Supplemental Ordinance v2 3-21-25.pdf](#)

13. A Resolution to Establish School Zone on Municipal Roads in the City to Implement and Automated Stop Sign Enforcement Program Within the Established School Zones

- 1st Reading

Suggested Action:

Reference:

Per Council's request, this resolution establishes official school zones on municipal roads within a one-half (½) mile radius of five public schools in the City of Greenbelt. The designation of these school zones is a required step under Maryland law in order to implement the City's Automated Stop Sign Enforcement Program. Pursuant to § 21-803.1 of the Transportation Article of the Annotated Code of Maryland, automated stop sign monitoring systems may only operate within formally designated school zones. This resolution ensures compliance with that requirement and supports the City's broader effort to enhance traffic safety in areas frequently used by students, families, and pedestrians. The resolution identifies the specific schools and authorizes the installation of appropriate signage, consistent with state regulations, to mark the designated zones.

Staff presents this Resolution for Council's consideration for first reading.

[A Resolution to Establish School Zone in the City on Municipal Roads within those School Zones.pdf](#)

14. An Ordinance to Amend the City of Greenbelt Code to Authorize the Operation of Sign Monitoring Systems in School Zones, Establish Associated Fines and Fees, and Provide for the Enforcement of Violations
-1st Reading

Suggested Action:

Reference:

Stop Sign Ordinance V Final

Stop Sign Memo Chief Bowers

This ordinance amends Chapter 11 of the City Code to establish and authorize the operation of stop sign monitoring systems within designated school zones in the City of Greenbelt, pursuant to Maryland HB 364 (2024), which permits such systems in Prince George's County. The ordinance also sets forth the requirements for signage, public notice, civil enforcement procedures, and penalties.

Staff presents this ordinance for Council's consideration for first reading.

[Stop Sign Ordinance V FINAL.pdf](#)

[Stop Sign Memo Chief Bowers.pdf](#)

IV. OTHER BUSINESS

15. Acceptance and Presentation of the FY2024 City Annual Audit

Suggested Action:

Reference: City of Greenbelt Audit Results Communication 2024

The City Manager, the City Treasurer, and the Finance Manager recommends Council accepts the FY 2024 audited financial statements as prepared by the Mitchell Titus auditing firm. Mitchell Titus will be in person to present a summary of procedures and findings related to the audit which covers the period of July 1, 2023 through June 30, 2024.

Mitchell Titus prepared the City's annual audit for the first time, last year, for the period ending June 2023. Again, this year, Finance staff worked with the auditors to complete the audited financial statement for fiscal year ending June 30, 2024. A short presentation is attached to highlight the summary of audit results, required communications and other matters and information about the core Mitchell Titus audit team.

Dan Kenney, Engagement Partner, will present the audit information.

Council acceptance is sought.

[final_City_of_Greenbelt_Audit Results Communication_2024 from Mitchell Titus Auditing Firm.pdf](#)
[City of Greenbelt_ACFR_FY2024.pdf](#)

16. WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

Suggested Action:

Reference: Memorandum – J. Fearer – March 19, 2025

WMATA Bus Stop Infrastructure Request – November 5, 2024

Compiled Community Comments – Westway – July 2024

Compiled Community Comments – Westway – February 2025

APB Report #2025-01: Proposed New Stops on Crescent Road

PowerPoint: 2025 Better Bus Network Proposed New Stops

On November 21, 2024, the WMATA Board adopted the 2025 Better Bus Network, and the adopted changes for Greenbelt are the same as those proposed in the summer of 2024, including the new routing of the P20 and P21 through University Square, as well as near the Greenbelt Community Center and the Greenbelt Branch Library. WMATA has submitted a request to the City to install two new bus stops on Crescent Road in the vicinity of the Greenbelt Library/Greenbelt Community Center

to accommodate the new P20 and P21 routing. WMATA staff member William Jones is in attendance to supplement City staff's report. Staff recommends that City Council supports the installation of the two bus stops on Crescent Road to accommodate the adopted new routes.

[25-0319_WMATA's 2025 Better Bus Network P20-P21 Proposed New Stops on Crescent Road_Council Memo_jfearer_FINALv2.pdf](#)

[2024-10_WMATA Greenbelt Letter BBNR.pdf](#)

[Compiled Community Comments_Westway_July 2024_FINAL.pdf](#)

[Compiled Community Comments_Westway_February 2025_FINAL.pdf](#)

[APB Report 2025-01_WMATA's 2025 Better Bus Network - P20-P21 Proposed New Stops on Crescent Road.pdf](#)

[25-0324_2025 Better Bus Network Proposed New Stops_Council_FINAL.pdf](#)

17. Briefing on MWCOG's Updates to Regional Activity Centers in the City of Greenbelt
Suggested Action:

Reference: Memorandum - J. Fearer - March 19, 2025

MWCOG's Memo on Updates to Regional Activity Centers in Greenbelt

The National Capital Region Transportation Planning Board (TPB) first called for the creation of a map of Regional Activity Centers (RACs) as a tool to better coordinate land use and transportation planning. After reviewing an earlier version of the current MWCOG memo, City staff requested that the Greenbelt RAC include the area around the Beltway Plaza Mall, and MWCOG staff accommodated this request. The planned schedule to approve the RAC updates across the region is to have the Planning Directors Technical Advisory Committee (PDTAC) take action at its March 2025 meeting. Thereafter, the update will be presented to the MWCOG Board for its adoption in early 2025, depending on the Board's agenda. No action is requested of the Council at this time, though Council may choose to discuss the placeholder name or other details in advance of the MWCOG Board adopting the Round 10.0 RACs.

[25-0319_MWCOG's Updates to Regional Activity Centers in the City of Greenbelt_Council Memo_jfearer_FINAL.pdf](#)

[25-0318_COG_Greenbelt_RAC_Memo_Updated.pdf](#)

18. Review of State/County Legislation

[Carrington 2025 Carrington Report Week 11, 3-21-25.pdf](#)

19. Authorize City Manager to Execute Contract for Master Preservation Plan for Greenbelt's Three Historic Cemeteries

Suggested Action:

Reference: RFP v.5.published.th.1.10.25

RFP Award Recommendation.vfinal.3.19.25.th

JMT Proposal

Staff recommends the City Council authorize the City to execute the contract for the Master Preservation Plan for Greenbelt's Three Historic Cemeteries to Johnson, Mirmiran & Thompson, Inc. (JMT) at a cost not to exceed \$68,898.18. JMT's proposal met all submittal/contract requirements and represents the best value to the City. The FY2025 approved Capital Project Budget allocates \$70,000 to this project, including \$35,000 in grant funding awarded by the Maryland Heritage Areas Authority (MHAA).

[RFP v.5.published.th.1.10.25.pdf](#)

[RFP Award Recommendation.vfinal.3.19.25.th.pdf](#)

[JMT-2025-01-R.pdf](#)

20. Letter to Superintendent House and PGCPs on Temporary Structures at Historic GMS for SLES Students

[Superintendent House Thank you and Follow-up, 3-21-25, v2.pdf](#)

21. Budget Worksession Process recommendations

Suggested Action:

Per Councilmember McKinney's request, this item is presented for Council discussion regarding the structure and format of the upcoming FY 2026 budget work sessions. The discussion will focus on developing guidance to enhance the efficiency and clarity of Council's budget review process and improve opportunities for public engagement.

[FY 2026 Budget Worksession Process Recommendations.pdf](#)

22. Council Activities

23. Council Reports

- *24. Meetings

[meetings.pdf](#)

- *25. Stakeholder List

[Stakeholder Schedule.pdf](#)

- *26. Resignation from Advisory Board/Committee

Suggested Action:

Reference: Email - X. Courouble - 03.10.25

Xavier Courouble has submitted his resignation from the Advisory Committee on Trees (ACT).

Approval of this item on the consent agenda will indicate the Council's intent to accept his resignation with regret.

*27. Tribesy Phase 2 Audit Report

Suggested Action:

Approval of the Phase 2 JEDI Report

Suggested Action:

Reference: Phase 2 Justice, Equity, Diversity & Inclusion (JEDI) Community Engagement Report

The Phase 2 JEDI report is included in the City Council packet. This report captures community voices and lived experiences in Greenbelt, highlighting strengths, opportunities, and gaps in equity and inclusion. This report builds on the findings of the Phase 1 JEDI audit.

[Phase 2 JEDI Audit Report.pdf](#)

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: COMMUNICATIONS

Agenda Section: COMMUNICATIONS

Subject:

Prince George's County Office of Human Rights

Suggested Action:

Tiana Davis, a representative from the Prince George's County Office of Human Rights, will give a brief presentation to the Council.

Attachments:

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

Proposed FY2026 Budget Presentation

Suggested Action:

Josué Salmerón, City Manager, will submit the proposed budget for FY2026, which begins on July 1, 2025, and ends on June 30, 2026. The Council will hold work sessions on each department's budget. There are two public hearings on the proposed budget.

Attachments:

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

Minutes

Suggested Action:

No Meeting Minutes to approve.

Attachments:

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Jaime Fearer

Submitting Department: Planning

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS

Subject:

Advisory Planning Board Report #2025-01: WMATA's 2025 Better Bus Network – P20/P21
Proposed New Stops on Crescent Road

Suggested Action:

It is recommended that the Council accept this report. This item will appear later on this meeting agenda.

Attachments:

[APB Report 2025-01_WMATA's 2025 Better Bus Network - P20-P21 Proposed New Stops on Crescent Road.pdf](#)

SUBJECT: WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

BACKGROUND

Since 2022 the City of Greenbelt has been involved in discussions with WMATA regarding updates to the bus network as it pertains to Greenbelt. In June of 2024, APB reviewed the WMATA 2025 Better Bus Network proposal in conjunction with City Planning Staff and provided feedback to City Council on the proposed route changes and updates.

APB generally agrees with City Planning Staff that the route changes are a net positive for Center City Greenbelt. In conjunction with route changes, WMATA has asked the City of Greenbelt to remove four existing stops and add two new stops: remove two stops on the east and west sides of Southway south of Crescent Road, remove two on the north and south sides of Ridge Road between Westway and Southway, and add two stops on the north and south sides of Crescent Road between Westway and Southway.

This report provides recommendations to Council regarding the removal and addition of stops for the new bus routings and reflects input from community members that live on Ridge and Westway who expressed their concerns about the new bus routings, particularly on Westway.

ANALYSIS

In terms of the removal and addition of stops to accommodate the changed routes of buses through Center City, there is little controversy about the proposed changes. They are necessary because buses will no longer pass the locations of the removed stops and will pass the new stop locations on Crescent. These stops are roughly equidistant from the previous and subsequent stops on the respective routes and would provide close proximity service to customers wishing to access Greenbelt's civic resources at the Library, Community Center, Youth Center, and Municipal Building.

Several members of the community attended the APB meeting on this subject, with the majority expressing concerns about increased danger to pedestrians on Westway where there are few pedestrian facilities and a frequently used mid-block crosswalk that connects the inner pathway system. Concerns were raised about the safety of children, as well as individuals with visual and other physical impairments. Other speakers also expressed concern that they would no longer have convenient access to a bus stop on Ridge in front of their court, which is necessary due to visual impairment.

APB heard all of these concerns and there was a lively discussion, including some speaking in support of the changes and citing safety technology and training for WMATA bus drivers as a big reason why they felt that the benefits of the changes outweighed the risks. At the same time, APB does recognize that these safety concerns are valid, and the City should do all that it can to mitigate risks to pedestrians on Westway, particularly as the community adapts to the changes in the bus routes.

RECOMMENDATION

In consideration of the staff presentation and resulting discussion, which included several members of the community, APB voted in favor (4-1, 2 absent) recommending that City Council approve the proposed changes to bus stops to accommodate the new routes, with the provisos that (1) the City explore ways to improve pedestrian facilities on Westway between Ridge and Crescent, and (2) ensure that the bus stop on the southeast corner of Westway and Ridge (in front of Mishkan Torah) is accessible and clear of snow and ice in the winter.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'B. Friedman', with a stylized flourish at the end.

Benjamin Friedman
Chair

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Bonita Anderson

Submitting Department: Greenbelt Police

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

An Ordinance to Amend Chapter 16 of the City of Greenbelt Code to Codify General Orders 675

- 1st Reading

Suggested Action:

At the request of Council, this ordinance formally codifies the City of Greenbelt's existing policy concerning the role of municipal employees, including the Police Department, in enforcing federal civil immigration laws. The ordinance amends Chapter 16 of the City Code by adding Sections 16-5 through 16-9 and revising the chapter title to reflect the inclusion of public safety policies.

Staff presents this ordinance for Council's consideration for first reading.

Attachments:

[Ordinance - Limitations on Authority to Enforce Federal Civil Violations.pdf](#)

Introduced:

1st Reading:

Passed:

Posted:

Effective:

ORDINANCE NUMBER XXXX

AN ORDINANCE of the Council of the City of Greenbelt to amend Chapter 16 of the City of Greenbelt Code to formalize its policy with regard to the role of Greenbelt employees in relation to enforcement of federal civil immigration laws in Greenbelt, and to amend its title by adding a comma to be inclusive of the new provisions being enacted.

WHEREAS, pursuant to §5-202 of the Local Government Article of the Annotated Code of Maryland provides that the Mayor and Council have the authority to pass such ordinances as it deems necessary to preserve the peace and good order, and to protect the health, comfort, and convenience of the residents of the municipality; and

WHEREAS, the Council desires to formalize that the City of Greenbelt Police have no statutory authority to enforce civil violations of federal immigration laws.

SECTION 1. NOW THEREFORE, BE IT ORDAINED by the Council of the City of Greenbelt, Maryland that the City of Greenbelt Code, as amended, is hereby, enacted, adopted, and amended to add new §§ 16-5 through 16-9 to Chapter 16, and amend the title of Chapter 16 to be inclusive of the new provisions and shall henceforth read as follows:

CHAPTER 16

PUBLIC SAFETY, OFFENSES AND MISCELLANEOUS PROVISIONS

SEC. 16-5. LIMITATIONS ON AUTHORITY TO ENFORCE FEDERAL CIVIL VIOLATIONS.

1. NO AGENT, OFFICER, OR EMPLOYEE OF THE CITY, IN THE PERFORMANCE OF OFFICIAL DUTIES, HAVE STATUTORY AUTHORITY TO ENFORCE CIVIL VIOLATIONS OF FEDERAL

IMMIGRATION LAWS. CRIMINAL INVESTIGATIONS OR ENFORCEMENT SHALL NEVER BE INITIATED BASED SOLELY UPON AN INDIVIDUAL'S CITIZENSHIP OR IMMIGRATION STATUS.

2. THIS CHAPTER DOES NOT PROHIBIT THE GREENBELT POLICE DEPARTMENT FROM CARRYING OUT ITS MANDATED DUTY TO APPREHEND VIOLATORS OF THE CRIMINAL LAW. IT DOES NOT PROHIBIT THE DEPARTMENT FROM ASSISTING ANY FEDERAL AGENCY WITH INVESTIGATIONS OR ARRESTS RELATING TO CRIMINAL ACTIVITY AND SUSPECTED CRIMINAL ACTIVITY OTHER THAN VIOLATIONS OF THE IMMIGRATION AND NATIONALITY LAWS OF THE UNITED STATES.

SEC. 16-6. NO INQUIRIES INTO CITIZENSHIP.

1. EXCEPT AS PROVIDED IN SUBSECTION 2 OF THIS SECTION, NO AGENT, OFFICER OR EMPLOYEE OF THE CITY, IN THE PERFORMANCE OF OFFICIAL DUTIES, SHALL ASK ANY PERSON ABOUT HIS OR HER CITIZENSHIP OR IMMIGRATION STATUS OR INQUIRE ABOUT ANY PERSON'S CITIZENSHIP OR IMMIGRATION STATUS WITH ANY THIRD PERSON.

2. THIS SECTION DOES NOT PROHIBIT:

A. INQUIRIES REGARDING THE CITIZENSHIP OF APPLICANTS FOR POSITIONS AS SWORN LAW ENFORCEMENT OFFICERS WITH THE GREENBELT POLICE DEPARTMENT.

B. INQUIRIES REGARDING THE CITIZENSHIP OR IMMIGRATION STATUS OF EMPLOYEES AND APPLICANTS FOR EMPLOYMENT WITH THE CITY OF GREENBELT AS REQUIRED BY 8 U.S.C. § 1324 ET SEQ.

C. INQUIRIES REGARDING CITIZENSHIP OR IMMIGRATION STATUS REQUIRED BY STATE OR FEDERAL LAW OR INTERNATIONAL TREATY, WHERE SUCH REQUIREMENTS PREEMPT THIS CHAPTER.

SEC. 16-7. DISCRIMINATION BASED ON CITIZENSHIP PROHIBITED.

NO AGENT, OFFICER, OR EMPLOYEE OF THE CITY, IN THE PERFORMANCE OF OFFICIAL DUTIES, SHALL DISCRIMINATE AGAINST ANY PERSON BASED ON CITIZENSHIP OR IMMIGRATION STATUS.

SEC. 16-8. CONFIDENTIALITY OF INFORMATION ABOUT CITIZENSHIP STATUS.

1. EXCEPT AS PROVIDED IN SUBSECTION 2 OF THIS SECTION, NO AGENT, OFFICER, OR EMPLOYEE OF THE CITY, IN THE PERFORMANCE OF OFFICIAL DUTIES, SHALL RELEASE ANY INFORMATION REGARDING THE CITIZENSHIP OR IMMIGRATION STATUS OF ANY INDIVIDUAL TO ANY THIRD PARTY,

2. THIS SECTION DOES NOT PROHIBIT DISCLOSURE OF INFORMATION REGARDING CITIZENSHIP OR IMMIGRATION STATUS WHERE DISCLOSURE IS REQUIRED BY CITY, STATE, OR FEDERAL LAW, OR INTERNATIONAL TREATY OR

WHERE SUCH DISCLOSURE IS AUTHORIZED IN WRITING BY THE SUBJECT OF THE INFORMATION.

SEC. 16-9. PREEMPTION.

WHEN THE CITY MANAGER DISCOVERS ANY STATE OR FEDERAL LAW OR INTERNATIONAL TREATY THAT HE OR SHE REASONABLY BELIEVES MAY PREEMPT THIS CHAPTER, HE OR SHE SHALL NOTIFY THE CITY ATTORNEY. THE CITY ATTORNEY SHALL ADVISE THE COUNCIL ON WHETHER THE LAW PREEMPTS ANY ASPECT OF THIS CHAPTER AND WHETHER THE CITY SHOULD TREAT THE LAW AS AN EXCEPTION UNDER SECTIONS 16-5(1) AND 16-5(2) OR WHETHER THE COUNCIL SHOULD AMEND THIS CHAPTER. THE CITY SHALL NOTIFY THE PUBLIC IF THE COUNCIL DEEMS A LAW TO PREEMPT THIS CHAPTER.

SECTION 2. AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

INTRODUCED, by the Council of the City of Greenbelt, at a regular meeting on the ____ day of _____ 2025.

ADOPTED, by the Council of the City of Greenbelt at a regular meeting on the ____ day of _____ 2025.

EFFECTIVE, the ____ day of _____, 2025.

By:

Emmett V. Jordan, Mayor.

ATTEST:

Bonita Anderson, City Clerk

KEY:

ALL CAPS indicate matter added to existing law.

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Bonita Anderson

Submitting Department: Finance

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

An Ordinance to Make a Supplemental Appropriation in the Retiree Prescription Subsidy for the Fiscal Year Ending June 30, 2025, in the Amount of sixty-five thousand dollars (\$65,000)

- 1st Reading, Suspension of Rules
- 2nd Reading, and Adoption

Suggested Action:

This ordinance authorizes a supplemental appropriation of \$65,000 from the City's General Fund Reserve to the Retiree Prescription Subsidy line item for Fiscal Year 2025. The additional funding is necessary to cover increases in retiree prescription benefit costs that exceed the originally appropriated amount. With this appropriation, the total FY 2025 subsidy allocation will increase to \$130,000. The use of reserve funds for this purpose has been reviewed and certified.

Staff presents this Ordinance for Council's consideration to ensure sufficient funding is available to meet the City's retiree prescription subsidy for FY2025.

Attachments:

[retiree Prescr Audit Trail 03 21 2025.pdf](#)

[Retiree Prescription Supplemental Ordinance v2 3-21-25.pdf](#)

Range of Accounts: 001-90-990-000-527303-00 to 001-90-990-000-527303-99Date Range: 07/01/24 to 06/30/25Include Accounts with Zero Activity: No

Audit Report Type: Standard

Note: Transaction Beginning Balance includes all Adds/Changes occurring on or prior to the Transaction Ending Date.

* Transaction is included in Previous and/or Begin Balance** Transaction is not included in Balance

En = PO Line Item First Encumbrance DateBC = Blanket ControlBS = Blanket Sub

Account No	Description					Begin Balance	
Date	Transaction Data/Comment	Vendor/Reference			Trans Amount	Trans Balance	User
001-90-990-000-527303-00	RETIREE PRESCRIPTIONS					65,000.00	
09/30/24	Expenditure	Retiree Subsidy	Reference	639 1	40,756.22-	24,243.78	DEIRDRE
10/31/24	Expenditure	Retiree Subsidy	Reference	665 75	7,197.99-	17,045.79	DEIRDRE
11/30/24	Expenditure	Retiree Subsidy	Reference	665 77	11,557.03-	5,488.76	DEIRDRE
02/01/25	Expenditure	Retiree Subsidy	Reference	717 1	3,638.71-	1,850.05	DEIRDRE
02/28/25	Expenditure	FY25 Retiree Subsidy	Reference	747 1	15,138.81-	13,288.76-	DEIRDRE

* Department: 990	NON-DEPT Total					13,288.76-	

* CAFR: 90	MISCELLANEOUS Total					13,288.76-	
* Fund: 001	General Fund Total					13,288.76-	

* Final Total						13,288.76-	

* Total lines reflect totals for the Accounts Printed Only.

Introduced: March 24, 2025
1st Reading: March 24, 2025
Passed:
Posted
Effective:

ORDINANCE NUMBER XXXX

AN ORDINANCE TO MAKE A SUPPLEMENTAL APPROPRIATION IN THE RETIREE
PRESCRIPTION SUBSIDY FOR THE FISCAL YEAR ENDING JUNE 30, 2025, IN THE
AMOUNT OF SIXTY-FIVE THOUSAND DOLLARS (\$65,000) FOR ADDITIONAL
RETIREE PRESCRIPTION SUBSIDY EXPENDITURES OVER THE FY2025
APPROPRIATED AMOUNT

WHEREAS, the City of Greenbelt provides a Retiree Prescription Subsidy for qualified retirees; and

WHEREAS, the cost of the Retiree Prescription subsidy is expected to exceed the amount in the approved FY2025 budget by \$65,000; and

WHEREAS, the estimated expenditures for the Retirement Prescription Subsidy were not anticipated in the approved FY 2025 budget; and

WHEREAS, it is anticipated that said expenditure overage will only occur over in FY 2025; and

WHEREAS, the City Manager and City Treasurer have certified that the City's General Fund's Reserve Account is available to cover the additional \$65,000 of expenditures for the Retiree Prescription subsidy.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Greenbelt, Maryland that \$65,000 shall be and hereby is appropriated as a supplemental fund transfer appropriation from the City's General Fund's Reserve Account to the RETIREE PRESCRIPTION SUBSIDY for expenditures, totaling \$130,000.00, herein shown for the fiscal year beginning July 2024 and ending June 30, 2025.

BE IT FURTHER ORDAINED by the Council of the City of Greenbelt that is ordinance shall become effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of April 9, 2025.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Resolution

Agenda Section: LEGISLATION

Subject:

A Resolution to Establish School Zone on Municipal Roads in the City to Implement and Automated Stop Sign Enforcement Program Within the Established School Zones
- 1st Reading

Suggested Action:

Reference:

Per Council's request, this resolution establishes official school zones on municipal roads within a one-half (½) mile radius of five public schools in the City of Greenbelt. The designation of these school zones is a required step under Maryland law in order to implement the City's Automated Stop Sign Enforcement Program. Pursuant to § 21-803.1 of the Transportation Article of the Annotated Code of Maryland, automated stop sign monitoring systems may only operate within formally designated school zones. This resolution ensures compliance with that requirement and supports the City's broader effort to enhance traffic safety in areas frequently used by students, families, and pedestrians. The resolution identifies the specific schools and authorizes the installation of appropriate signage, consistent with state regulations, to mark the designated zones.

Staff presents this Resolution for Council's consideration for first reading.

Attachments:

[A Resolution to Establish School Zone in the City on Municipal Roads within those School Zones.pdf](#)

RESOLUTION NUMBER XXXX

A Resolution of the Council of the City of Greenbelt to Establish School Zones on Municipal Roads in the City to Implement an Automated Stop Sign Enforcement Program Within the Established School Zones.

WHEREAS, pursuant to §5-202 of the Local Government Article of the Annotated Code of Maryland, the City Council of the City of Greenbelt has the authority to pass such ordinances as necessary to protect the health, health, comfort, and convenience of the citizens of the municipality and

WHEREAS, the Council of the City of Greenbelt desires to implement a Stop Sign Automated Enforcement Program in the City of Greenbelt; and

WHEREAS, pursuant to Maryland law, the automated system may only be enforced in school zones established in the City; and

WHEREAS, pursuant to Md. Code Ann. Transportation §21-803.1, the Mayor and City Council wish to establish school zones within a half (1/2) mile radius around certain City schools.

NOW THEREFORE, BE IT RESOLVED by the City Council of Greenbelt that, subject to compliance with all the applicable provisions of § 21-803.1 of the Transportation Article of the Annotated Code of Maryland, including the placement of appropriate signs in accordance with state law, school zones are established on all public roads with the City of Greenbelt that are within a half-mile radius of the following schools:

1. Eleanor Roosevelt High School
2. Greenbelt Middle School
3. Greenbelt Elementary School
4. Springhill Lake Elementary School
5. Dora Kennedy School

AND BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, _____, 2025.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Ordinance

Agenda Section: LEGISLATION

Subject:

An Ordinance to Amend the City of Greenbelt Code to Authorize the Operation of Sign Monitoring Systems in School Zones, Establish Associated Fines and Fees, and Provide for the Enforcement of Violations

-1st Reading

Suggested Action:

Reference:

Stop Sign Ordinance V Final

Stop Sign Memo Chief Bowers

This ordinance amends Chapter 11 of the City Code to establish and authorize the operation of stop sign monitoring systems within designated school zones in the City of Greenbelt, pursuant to Maryland HB 364 (2024), which permits such systems in Prince George's County. The ordinance also sets forth the requirements for signage, public notice, civil enforcement procedures, and penalties.

Staff presents this ordinance for Council's consideration for first reading.

Attachments:

[Stop Sign Ordinance V FINAL.pdf](#)

[Stop Sign Memo Chief Bowers.pdf](#)

Introduced:

1st Reading:

Passed:

Posted:

Effective:

ORDINANCE NUMBER XXXX

AN ORDINANCE to amend the City of Greenbelt Code to authorize the operation of stop sign monitoring systems within the corporate limits of the City and to provide for certain areas as school zones, fines for violations and certain fees in connection therewith, and to provide for certain violations, fines, fees and other provisions pertaining to said systems.

WHEREAS, on May 9, 2024, the Governor of Maryland signed into law HB 364 authorizing, in designated school zones, the placement of stop sign monitoring systems in Prince George's County to be effective on July 1, 2024; and

WHEREAS, the Council of Greenbelt finds that failing to stop at designated stop signs is a major cause of accidents, injuries and death; and

WHEREAS, the Council further finds that traditional enforcement of stop sign violations in the vicinity of schools and school areas requires that law enforcement personnel enter traffic and stop a motorist in order to cite that motorist as a violator. Traffic volume and safety considerations limits the number of violators cited; and

WHEREAS, the Council further finds that automated speed monitoring system and red-light enforcement programs were previously created to increase safety for the motoring public as well as for residents, neighbors, school children, parents and visitors with the use of automated systems; and

WHEREAS, Title 21 of the Transportation Article of the Maryland Annotated Code (hereinafter, the "Code"), authorizes and empowers the Council to implement a stop sign monitoring system; and

WHEREAS, in furtherance of the public health, safety and welfare, the Council finds that it is in the best interest of the public health, safety and welfare of the citizens of the City to adopt and establish school zones and authorize the use of stop sign monitoring systems within school zones; and

WHEREAS, the Council requires that appropriate signage shall be erected in accordance with the manual for and the specifications for a uniform system of traffic control devices adopted by the State Highway Administration before activating an unmanned stationary stop sign monitoring system, if not already in place, at each School Zone and publish the location of the unmanned fixed or stationary stop sign monitoring system on the City’s website, and in a newspaper of record, as required by law; and

WHEREAS, as prescribed by law, reasonable notice of the use shall be provided through advertisement in a newspaper of general circulation in Greenbelt the City’s website at least thirty (30) days prior to the activation of the stop sign monitoring system in a School Zone or Residential District for the first time.

SECTION 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED by the Council of Greenbelt, that the City of Greenbelt Code, as amended, as stated herein below are hereby, enacted, adopted, and amended to add a new Article VII, “AUTOMATED STOP SIGN ENFORCEMENT PROGRAM” to Chapter 11 such that said Code and the provisions of said Code shall henceforth read as follows:

ARTICLE VII. AUTOMATED STOP SIGN ENFORCEMENT PROGRAM

SEC. 11-86. SYSTEM AUTHORIZED.

THE COUNCIL APPROVES AND AUTHORIZES THE CITY OF GREENBELT TO USE STOP SIGN MONITORING ENFORCEMENT SYSTEMS IN WITHIN THE CITY OF GREENBELT.

SEC. 11-87. STOP SIGN MONITORING SYSTEMS IN SCHOOL ZONES.

A. THE CITY OF GREENBELT MAY USE STOP SIGN MONITORING SYSTEMS IN SCHOOL ZONES.

1. A “STOP MONITORING SYSTEM,” AS DEFINED IN MARYLAND LAW, MEANS A DEVICE DESIGNED TO CAPTURE A RECORDED IMAGE OF A VIOLATION.

2. “VIOLATION,” AS DEFINED UNDER THE BILL, MEANS A FAILURE TO COME TO A COMPLETE STOP AT A STOP SIGN IN VIOLATION OF MARYLAND CODE, § 21-707 OF THE TRANSPORTATION ARTICLE. “VIOLATION” DOES NOT INCLUDE ANY ACTION TAKEN BY A DRIVER UNDER THE INSTRUCTION OF A POLICE OFFICER.

B. BEFORE BEGINNING THE USE OF STOP SIGN MONITORING SYSTEMS IN SCHOOL ZONES, THE CITY SHALL: PUBLISH NOTICE THAT THE CITY HAS ADOPTED THE USE OF TRAFFIC CONTROL DEVICE STOP SIGN MONITORING SYSTEM ON THE CITY WEBSITE AND IN A NEWSPAPER OF GENERAL CIRCULATION WITHIN THE CITY.

C. UNLESS THE DRIVER OF THE MOTOR VEHICLE RECEIVED A CITATION FROM A POLICE OFFICER AT THE TIME OF THE VIOLATION, THE OWNER OR DRIVER OF A MOTOR VEHICLE IS SUBJECT TO A CIVIL PENALTY IF THE MOTOR VEHICLE IS RECORDED BY A STOP SIGN MONITORING SYSTEM DURING THE COMMISSION OF A VIOLATION.

D. THE CITY SHALL MAIL TO THE OWNER LIABLE UNDER SUBSECTION C OF THIS ORDINANCE A CITATION THAT SHALL INCLUDE:

1. THE NAME AND ADDRESS OF THE REGISTERED OWNER OF THE VEHICLE;
2. THE REGISTRATION NUMBER OF THE MOTOR VEHICLE INVOLVED IN THE VIOLATION;
3. THE VIOLATION CHARGED;
4. THE DATE AND TIME OF THE VIOLATION;
5. TO THE EXTENT POSSIBLE, THE LOCATION OF THE VIOLATION;
6. THE DATE AND TIME OF THE VIOLATION;
7. A COPY OF THE RECORDED IMAGE;
8. A SIGNED STATEMENT BY A TECHNICIAN EMPLOYED BY THE CITY, THAT BASED ON THE REVIEW OF THE RECORDED IMAGE, THE MOTOR VEHICLE WAS BEING OPERATED DURING THE TIME OF THE VIOLATION.
9. A STATEMENT INDICATING THE RECORDED IMAGE IS EVIDENCE OF A VIOLATION; AND INFORMATION ADVISING THE FOLLOWING:
 - i. THE MANNER AND TIME IN WHICH LIABILITY AS ALLEGED IN THE CITATION MAY BE CONTESTED IN THE DISTRICT COURT; AND
 - ii. THAT FAILURE TO PAY THE CIVIL PENALTY OR CONTEST LIABILITY IN A TIMELY MANNER IS AN ADMISSION OF LIABILITY AND MAY RESULT IN REFUSAL OR SUSPENSION OF THE MOTOR VEHICLE REGISTRATION.

E. THE CITY MAY MAIL A WARNING NOTICE IN PLACE OF A CITATION TO THE OWNER LIABLE UNDER SUBSECTION C OF THIS ORDINANCE.

F. BEFORE THE CITY MAILES A CITATION TO A MOTOR VEHICLE RENTAL COMPANY, THE CITY SHALL MAIL A NOTICE TO THE RENTAL COMPANY INDICATING A CITATION WILL BE ISSUED WITHIN 45 DAYS AFTER RECEIPT OF THE NOTICE, UNLESS THE RENTAL COMPANY PROVIDES:

1. AN UNDER-OATH STATEMENT INDICATING THE NAME AND LAST KNOWN MAILING ADDRESS OF THE INDIVIDUAL DRIVING OR RENTING THE MOTION AT THE TIME OF THE VIOLATION;

2. AN UNDER-OATH STATEMENT INDICATING THE VEHICLE WAS STOLEN AT THE TIME OF THE VIOLATION ALONG WITH THE POLICE REPORT ASSOCIATED WITH THE THEFT; OR

3. PAYMENT FOR THE PENALTY ASSOCIATED WITH THE VIOLATION.

G. THE CITY MAY NOT MAIL A CITATION TO A MOTOR VEHICLE RENTAL COMPANY IF THE COMPANY COMPLIED WITH SUBSECTION F OF THIS ORDINANCE.

H. THE CITATION MUST BE MAILED NO LATER THAN TWO WEEKS AFTER THE ALLEGED VIOLATION.

I. AN INDIVIDUAL WHO RECEIVES A CITATION UNDER SUBSECTION C OF THIS ORDINANCE MAY:

1. PAY THE FINE IN ACCORDANCE WITH INSTRUCTIONS ON THE CITATION;
OR

2. ELECT TO STAND TRIAL FOR THE ALLEGED VIOLATION.

J. THE STOP SIGN MONITORING SYSTEM IN THE CITY SHALL BE CONDUCTED IN COMPLIANCE WITH ALL APPLICABLE PROVISIONS OF THE MARYLAND VEHICLE LAW.

K. CITY STAFF IS HEREBY AUTHORIZED TO TAKE THOSE ACTIONS NECESSARY TO OBTAIN ANY REQUIRED PERMISSION FROM THE STATE OF MARYLAND OR OTHER GOVERNMENT WITH JURISDICTION TO OPERATE A STOP SIGN MONITORING SYSTEM IN SCHOOL ZONES.

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

INTRODUCED, by the Council of the City of Greenbelt, at a regular meeting on the ____ day of _____ 2025.

ADOPTED, by the Council of the City of Greenbelt at a regular meeting on the ____ day of _____ 2025.

EFFECTIVE, the ____ day of _____, 2025.

By:

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

KEY:

ALL CAPS indicate matter added to existing law.

CITY OF GREENBELT, MARYLAND

POLICE DEPARTMENT

550 CRESCENT ROAD, GREENBELT, MD 20770



Richard Bowers
Chief of Police

To: Josué Salmerón, City Manager

From: Richard Bowers, Chief of Police

Date: March 31, 2025

Stop Sign Camera Ordinance

In 2024, the State of Maryland authorized stop sign cameras in Prince George's County school zones. The Prince George's County Council subsequently passed enabling legislation in December 2024, granting municipalities the authority to implement their own automated enforcement programs.

The Police Department conducted a pilot study in October 2024, monitoring six pedestrian-traffic locations. The study revealed violation rates ranging from 71% to 93%, reinforcing the need for stronger enforcement measures. These violations pose a risk to pedestrians and other motorists.

Following discussions during the City Council work session on December 11, 2024. Staff drafted the necessary legislation to establish school zones and authorize the use of automated stop sign enforcement. If the City Council adopts the proposed ordinances, the Police Department will proceed with the next phase, which includes:

- Section of vendor
- Submission to County Council for site approval
- Public awareness and notification campaign to educate residents about the program.
- Implement enforcement measures, ensuring compliance with state laws and municipal regulations.
- Installation of stop sign cameras at strategic locations in school zones.

Automated enforcement has proven effective in improving traffic safety and reducing violations. This initiative will complement the city's existing automated enforcement programs.

Please let me know if you need more information or have further questions.

A NATIONAL HISTORIC LANDMARK

(301) 474-7200

FAX: (301) 507-6520

TDD: (301) 474-6435

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Bertha Gaymon

Submitting Department: Finance

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Acceptance and Presentation of the FY2024 City Annual Audit

Suggested Action:

Reference: City of Greenbelt Audit Results Communication 2024

The City Manager, the City Treasurer, and the Finance Manager recommends Council accepts the FY 2024 audited financial statements as prepared by the Mitchell Titus auditing firm. Mitchell Titus will be in person to present a summary of procedures and findings related to the audit which covers the period of July 1, 2023 through June 30, 2024.

Mitchell Titus prepared the City's annual audit for the first time, last year, for the period ending June 2023. Again, this year, Finance staff worked with the auditors to complete the audited financial statement for fiscal year ending June 30, 2024. A short presentation is attached to highlight the summary of audit results, required communications and other matters and information about the core Mitchell Titus audit team.

Dan Kenney, Engagement Partner, will present the audit information.

Council acceptance is sought.

Attachments:

[final_City_of_Greenbelt_Audit Results Communication_2024 from Mitchell Titus Auditing Firm.pdf](#)
[City of Greenbelt_ACFR_FY2024.pdf](#)



City of Greenbelt, Maryland 2024 audit results

Communication to the Mayor and Members of the City Council

November 29, 2024



November 29, 2024

Mayor and Members of the City Council
City of Greenbelt, Maryland

Dear Mayor and Members of the City Council,

We have audited the basic financial statements of the City of Greenbelt, Maryland (the City) as of and for the year ended June 30, 2024. Professional standards require that we advise you of audit matters that are, in our professional judgment, significant and relevant to those charged with governance in overseeing the financial reporting process. This communication is intended to provide you with these required communications as well as other findings and information regarding our audit.

This communication is intended solely for the information and use of the Council members and management of the City, and is not intended to be, and should not be, used by anyone other than these specified parties.

We are pleased to work with you and the City and appreciate the opportunity to communicate our audit findings to you. Should you have any questions or are interested in further discussing matters reflected in our presentation or other items pertaining to the audit, please contact Daniel Kenney, Engagement Partner, at 202 466-0169.

Very truly yours,

Mitchell Titus, LLP

200 East Pratt Street
Baltimore, MD 21202
T +1 410 385 5200
F +1 410 385 5201
mitchelltitus.com

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Audit highlights

An overview

Scope of services summary:

- Express opinions on, and report to the City of Greenbelt, Maryland (the City), the results of our audit of the governmental activities, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended June 30, 2024, and the related notes to the basic financial statements, which collectively comprise the City's basic financial statements, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Engagement status:

- The 2024 basic financial statement audit has been completed, and we issued unmodified opinions on the basic financial statements.

Comments on the City's internal controls:

- We considered internal controls for the purpose of determining our audit procedures but not to express an opinion on internal controls. We did not identify any deficiencies in internal controls that we consider to be significant deficiencies or material weaknesses.

Nonattest services:

- We have prepared the basic financial statements of the City in conformity with U.S. GAAP based upon information provided by the City; however, we did not assume management's responsibilities on behalf of the City regarding those services.

Audit highlights *(continued)*

Our audit approach was based on the following phases:

Planning — We established our understanding of management's audit needs, expectations and service delivery requirements, including communication protocols, to help us define the scope of our services.



Strategy and risk assessment — We gained an understanding of the current and emerging developments that may affect your business risks and internal control environment, as well as financial reporting requirements. Our goal was to identify business risks and to link those risks to financial statement implications. We obtained documentation of City's significant financial processes to gain an understanding and confirmed our understanding of the processes by performing walkthroughs.



Execution of a customized approach — Our approach to performing the audit was collaborative. We believe that conducting an efficient and effective audit benefits from management's active participation in the audit planning process. The insights gained through our risk assessment procedures enabled us to establish customized procedures based on your significant accounts, disclosures and classes of transactions, as well as our assessment of risk of error or fraud. Our procedures included tests of internal controls, substantive tests of details of significant account balances and transactions and analytical procedures.



Continuous communication — We worked hard to provide frequent, transparent communication regarding the planned effort, scope and any audit findings, making every possible effort to avoid surprises. Our reporting to management was based on the requirements of your financial calendar and the financial statement close process.



Conclusion and reporting — The conclusion of our audit consists of the quality control procedures that we have instituted before issuing the basic financial statements and the related independent auditor's report. We worked with you to produce the basic financial statements so that they were issued by the mutually agreed-upon date. Upon completion of the audit, we issued our opinion on the City's basic financial statements. This document provides the formal required communications to management and the Members of the City Council.

Core team members

Name	Title	Phone	Email
Daniel Kenney	Engagement Partner	202 466 0169	DKenney@mitchelltitus.com
Paul Geraty	Concurring Reviewer	202 466 0171	PGeraty@mitchelltitus.com
Tiwa Turton	Manager	202 466 0177	TTurton@mitchelltitus.com
Jiazhen (Amber) Wei	Supervisor	347 328 6891	JWei@mitchelltitus.com
Kristina Pasteur	Staff	202 466 0167	KPasteur@mitchelltitus.com

Summary of audit results

Financial statement accounts and areas of audit emphasis

Our audit procedures emphasize testing the accounts or transactions with the greatest potential for the risk of material misstatement to the financial statements, whether due to error or fraud, including disclosure items. Our audit procedures included a focus on the following areas:

Financial statement account or area of emphasis	Summary of procedures and findings
Revenue recognition	We confirmed certain revenue balances and performed analytical procedures over revenue, as applicable. No revenue recognition issues were identified.
Cash and investments	We confirmed cash and investments with the financial institutions and tested the bank reconciliations. We tested investment income and reviewed disclosures in accordance with Governmental Accounting Standard Board (GASB) Statement No. 40. No exceptions were identified.
Accounts receivable	We tested individually significant accounts receivable balances and confirmed certain receivable balances, as applicable. No exceptions were identified.

Summary of audit results *(continued)*

Financial statement accounts and areas of audit emphasis *(continued)*

Financial statement account or area of emphasis	Summary of procedures and findings
Capital assets and depreciation expense	We performed substantive audit procedures surrounding capital assets, including detail testing of significant additions during the year, recalculating depreciation expense, and performed analytical procedures over account balances. No exceptions were identified.
Accounts payable, accrued expenses and related expenditures/expenses	We tested the City's internal controls over the cash disbursements process. We also performed substantive tests of details and performed a search for unrecorded liabilities. No exceptions were identified.
Accrued wages and related payroll expenditures/expenses	We tested the City's internal controls over the payroll process. We also recalculated accrued wages and performed reconciliation procedures over payroll expense balances. No exceptions were identified.
Unearned revenue/deferred inflow of resources	We recalculated the City's unearned revenue/deferred inflow of resources balances by confirming or tracing cash received during the year to bank statements, testing revenue earned during the year and cash collected shortly after year-end. No exceptions were identified.

Summary of audit results *(continued)*

Financial statement accounts and areas of audit emphasis *(continued)*

Financial statement account or area of emphasis	Summary of procedures and findings
Long-term liabilities	We confirmed outstanding loan and bond balances, activity and terms with the financial institutions; and recalculated the City's compensated absence liability, using employee leave balances and wages, and applicable leave policies. No exceptions were identified.
Pension and OPEB liability and related deferred inflows/outflows and Pension/OPEB expense	We obtained and reviewed the actuarial reports information and reconciled the amounts recorded by the City to the respective reports and determined that amounts recorded, and disclosures made, were in accordance with GASB Statements No. 68, 74 and 75. No exceptions were identified.
Net position/fund balance	We rolled forward net position/fund balance from the prior year, recalculated the components of net position and fund balance, and traced each component to supporting documentation, as applicable. No exceptions were identified.

Required communications and other matters

Required communications and other matters

Communication topic	Team response
Planned scope and timing of the audit The auditor is required to communicate with those charged with governance an overview of the planned scope and timing of the audit.	We conducted our audit consistent with the planned scope and timing previously communicated to you.
Compliance with all ethics requirements regarding independence	The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.
Significant risks identified	No significant risks were identified during the performance of our risk assessment procedures other than presumed risks associated with revenue recognition and management override of controls.
Qualitative aspects of the entity's significant accounting practices Significant accounting policies Management has the responsibility to select and use appropriate accounting policies.	A summary of the significant accounting policies adopted by the City is included in Note 1 to the basic financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Required communications and other matters *(continued)*

Communication topic	Team response
Qualitative aspects of the entity's significant accounting practices <i>(continued)</i> Significant accounting estimates Accounting estimates are an integral part of the basic financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the basic financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.	The most sensitive accounting estimates affecting the financial statements are the Pension and OPEB obligations. Management's estimate of the Pension and OPEB obligations are based on the related actuarial calculations. We evaluated the factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.
Financial statement disclosures Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users.	The most sensitive disclosures affecting the City's financial statements relate to the measurement focus and basis of accounting, revenue recognition, Pension and OPEB obligations, commitments and contingences.
Significant unusual transactions Professional standards require us to communicate to you significant unusual transactions identified during our audit	No significant unusual transactions were identified during the course of the audit.
Identified or suspected fraud	We did not identify or obtain information that indicated any actual or suspected instances of fraud.

Required communications and other matters *(continued)*

Communication topic	Team response
Significant difficulties encountered during the audit	We encountered no significant difficulties in dealing with management during the performance of the audit.
Uncorrected and corrected misstatements Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the basic financial statements as a whole and each applicable opinion unit. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures.	Adjusting journal entries and GASB journal entries identified as a result of our audit procedures, were provided to and corrected by management. There were no passed adjustments (uncorrected misstatements).

Required communications and other matters *(continued)*

Communication topic	Team response
Disagreements with management For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the basic financial statements or the auditor's report.	No such disagreements arose during the course of the audit.
Circumstances that affect the form and content of the auditor's report For purposes of this communication, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report.	We did not identify any circumstances that affected the form and content of our auditor's report during the course of the audit.
Representations requested from management	We obtained a signed representation letter from management. A copy of this letter can be obtained from the City's management.
Management's consultations with other accountants In some cases, management may decide to consult with other accountants about auditing and accounting matters.	Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Required communications and other matters *(continued)*

Communication topic	Team response
Other significant matters, findings or issues	In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition impacting our retention as the City's auditors.
Noncompliance with laws and regulations, violations of contract provisions or grant agreements	We did not identify any matters involving noncompliance with laws and regulations, violations of contract provisions or grant agreements that came to our attention during the course of the audit.
Other information in documents containing audited basic financial statements	Pursuant to professional standards, our responsibility as auditors for other information in documents containing the City's audited basic financial statements did not extend beyond the financial information identified in the audit report, and we were not required to perform any procedures to corroborate such other information. We reviewed the unaudited Required Supplementary Information, and nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

Required communications and other matters *(continued)*

Communication topic	Team response
Substantial doubt on the entity's ability to continue as a going concern	Management noted no events or conditions that would indicate substantial doubt on the entity's ability to continue as a going concern for one year from when the basic financial statements will be issued or are available to be issued, as appropriate. We concur with management's assessment.

Appendix – About Mitchell Titus

About Mitchell Titus

...Achieving excellence together

- As the largest minority-controlled accounting firm in the U.S., Mitchell Titus provides assurance, tax and advisory services to Fortune 1000 organizations, financial service firms, not-for-profit organizations, real estate entities, government and public sector entities and middle-market companies. Our inclusive culture and diverse talent bring unique and varied points of view and innovative ideas that enhance business outcomes for our clients. Mitchell Titus' mission is to be recognized for quality, integrity and value and for the continued commitment to our people and the communities in which they serve.
- For over 49 years, our deep commitment to excellence and to a collaborative approach have provided clients with high-touch service and quality solutions across many key industries. Mitchell Titus brings extensive knowledge to our clients through a well-trained, diverse and experienced staff.

Office locations

New York	Illinois
80 Pine Street, 32nd Floor New York, NY 10005	141 West Jackson Blvd., Suite 2030 Chicago, IL 60604
Pennsylvania	Washington, DC
2000 Market Street, Suite 620 Philadelphia, PA 19103	1625 K Street, NW, Suite 775 Washington, DC 20006
New Jersey	Maryland
One Gateway Center, Suite 2600 Newark, NJ 07102	200 East Pratt Street, Suite 4100 Baltimore, MD 21202

Public Sector Market Group

Mitchell Titus has built a strong and active practice performing accounting, auditing, financial control and financial compliance support services for clients in the federal, state and local government arenas. Our Government and Public Sector Market Group provides audit and accounting services to many government entities annually, much of which are conducted in accordance with *Generally Accepted Government Auditing Standards*. These engagements require an extensive knowledge of legislative and accounting requirements for Federal, state and local government entities.

While a significant amount of our work involves financial statement audits and single audits, we also provide a broad range of audit-related services to public sector clients. Included among our clients are federal, state, and local governments, their departments, special districts and authorities.

The value of Mitchell Titus

- ***Focused government experience*** — Governmental organizations select Mitchell Titus because of our significant industry experience and focus on providing exceptional client service. This market leadership, combined with our understanding of the intricacies of auditing these organizations, means that we can address your present needs and anticipate changes that may impact you in the future.
- ***Responsive team, ready to hit the ground running*** — We know that a responsive team is important to the City. The Mitchell Titus team selected to serve you consists of top performers who have a solid track record of serving their clients with passion and excellence. We offer an excellent service delivery approach and a commitment to providing high-quality service to the City.
- ***Industry thought leadership*** — Our insights and perspectives, together with the thought leadership we offer our clients, differentiate Mitchell Titus from other professional service firms in the marketplace. We bring timely and consistent thought leadership for exempt organizations and will be committed to delivering relevant ideas, leading practices and industry knowledge to the City.

About Mitchell Titus

Mitchell & Titus, LLP is the largest minority-controlled accounting firm offering Assurance, Tax and Advisory services in the US.

Our inclusive environment and diverse talent result in creative thinking and innovative approaches for our clients. Mitchell Titus' tenured team of quality and seasoned professionals bring varied insight to every engagement.

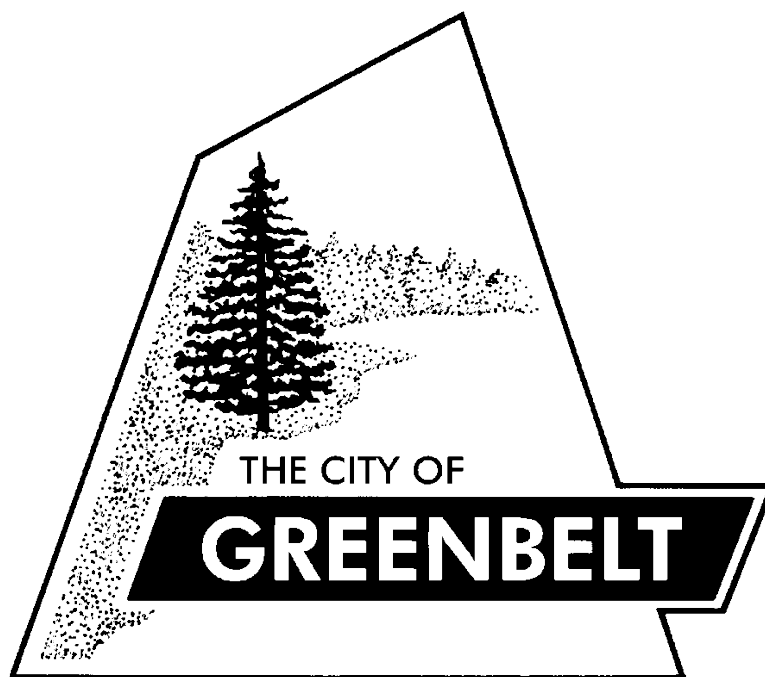
For more information about our organization, please visit **mitchelltitus.com**.

The City of
GREENBELT MD

**ANNUAL
COMPREHENSIVE
FINANCIAL REPORT**

For Fiscal Year Ended June 30, 2024

25 Crescent Road, Greenbelt, MD 20770
www.greenbeltmd.gov



CITY OF GREENBELT, MARYLAND
Annual Comprehensive Financial Report
For the Fiscal Year Ended June 30, 2024

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Annual Comprehensive Financial Report
For the Fiscal Year Ended June 30, 2024

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INTRODUCTORY SECTION



Government Finance Officers Association

Certificate of
Achievement
for
Excellence
in Financial
Reporting

Presented to

City of Greenbelt
Maryland

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2023

Christopher P. Morill

Executive Director CEO

CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770



Timothy George
Interim City Manager

December 2, 2024

Honorable City Council and Residents of Greenbelt
City of Greenbelt
Greenbelt, Maryland 20770-1886

The Annual Comprehensive Financial Report (ACFR) of the City of Greenbelt for the fiscal year ended June 30, 2024, is submitted herewith. The report was prepared by the City's Finance Department and covers the financial activities of the City. Responsibility for both the accuracy of the data presented and the completeness and fairness of the presentation, including all disclosures, rests with the City. We believe the data, as presented, is accurate in all material aspects; that it is presented in a manner to set forth fairly the financial position and activity of its various funds and that all disclosures necessary to enable the reader to gain the maximum understanding of the City's financial affairs have been included.

The financial statements were audited by the Certified Public Accounting firm of Mitchell & Titus, LLP of Baltimore, Maryland. Their audit was conducted in conformity with Generally Accepted Accounting Principles (GAAP) as promulgated by various authoritative bodies through their publications, statements of position, and other pronouncements, and their opinion appears in the Financial Section of this report. The City's financial statements are presented in accordance with the Government Accounting Standards Board (GASB) *Statement 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB 34). The changes required are described in the Management's Discussion and Analysis (MD&A) and in the Notes to the Basic Financial Statements in the Financial Section of the ACFR.

The City is required to undergo an annual single audit in conformity with the provisions of Title 2 U.S. *Code of Federal Regulation* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (the Uniform Guidance). Information related to this single audit, including the schedule of findings and the auditor's reports on the internal control structure and compliance with applicable laws and regulations, is included in a separate audit report that is available to the general public. In addition, the City is required to conform to the reporting requirements of the State of Maryland.

PROFILE OF THE OVERNMENT

The City of Greenbelt is approximately 6.0 square miles and is located 12 miles northeast of Washington, D.C. and 21 miles south of Baltimore, Maryland in Prince George's County. Incorporated in 1937, Greenbelt was built as one of the first planned communities in the United States. The Resettlement Administration created by President Franklin D. Roosevelt, as part of his New Deal Program, supervised the project in response to the growing number of families

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unable to find affordable housing during the 1930s. Greenbelt began as a housing experiment for low- to moderate-income families. This humble beginning has grown into a prosperous City that boasts a population of over 24,000 and is a center for employment, recreation, and culture.



The City provides a full range of services as provided for in its charter. These services include public safety (police, traffic control and animal control), public works (street maintenance, waste collection, City cemetery, maintenance of mobile equipment and buildings), social services, recreation and parks, intra-City transit service, museum, planning and general administrative services. In addition to general government activities, the City Council exercises oversight of Green Ridge House (proprietary fund), which was built by the City for the benefit of the elderly of the City who are in need of low-cost housing; therefore, this activity is included in this report.

MAJOR INITIATIVES IN FY2024

American Rescue Plan Act (ARPA) Programs and Projects: The City team worked tirelessly on completing, and obligating ARPA funds. Over the course of FY2024 the Team used ARPA lost revenue funds to acquire police vehicles, conduct repairs and improvements to capital assets, purchased equipment for our Department Public Works (DPW) staff to be equipped to improve and maintain our ballfields. We invested nearly \$1M in two major playgrounds' renovations, transforming the facilities at Springhill Lake Recreation Center and Buddy Attick Park into inclusive spaces designed to be accessible and welcoming for children of all abilities. In addition, ARPA funds were also focused on direct benefit to our residents and businesses. We continued to offer grants to non-profit entities that serve our community, education scholarships for technical schools, 2- and 4-year colleges, healthcare vouchers and mortgage down payment assistance, the majority of which went to support low to moderate income residents.



Diversity, Equity and Inclusion (DEI): The City launched its Diversity, Equity and Inclusion program with the hiring of our first DEI officer. The first action of the DEI office was to embark on a Phase I DEI Audit of the organizations process, procedures and practices. A consultant was engaged to conduct a comprehensive internal diversity, equity, and inclusion analysis, providing actionable insights to help us identify and address systemic biases, enhance our policies and practices, and create sustainable strategies to foster a diverse, equitable, and inclusive environment across all city departments and services. Since the conclusion of the DEI Audit, the DEI office has conducted training, provided an opportunity to hear feedback and assembled a staff-led DEI Action Team to carry forward the findings and recommendations from the Phase 1 Audit.

Foundational Pillars: During the preparation of the FY2025 budget, the City Manager established a set of guiding principles known as the Foundational Pillars to shape and direct the work of City staff. These Pillars, designed to complement the City Council's goals, have been seamlessly integrated into the FY2025 budget, ensuring alignment between budget priorities and the broader objectives of the Council. Although these Pillars are prominently featured in the FY2025 budget, they were thoughtfully developed in collaboration with the Senior Team during FY2024, reflecting a year of strategic planning and leadership.

The following are some of the City's major initiatives and accomplishments in FY2024.



City Administration

- ✓ Continued to plan and coordinate the allocation of \$22.88M in ARPA funds to cover resident, business and non-profit assistance, capital projects, recreation projects, bicycle/pedestrian projects, and the replacement of vehicles and equipment (Replacement Fund). Approximately \$17.8M has been expended or committed, \$1.2M is in projects moving to contract. The remaining funds are actively being programmed.
- ✓ Directed over \$10.3M in direct benefit funding to residents, businesses and non-profits in Greenbelt.
- ✓ Completed Phase I of the DEI Audit (City staff, Council and Advisory Groups).
- ✓ Contracted a legislative advocacy consultant to amplify the City's voice in the Maryland State Legislature, successfully securing funding, raising critical issues affecting the community, and garnering broad support for initiatives benefiting the City and its residents.
- ✓ Continued to build and enhance the grants program, submitted numerous grants, bond bill requests and earmark requests.
- ✓ Worked with Staff and Council to pass the Bring Your Own Bag Ordinance.
- ✓ Received the Government Finance Officers' Association (GFOA) Distinguished Budget Award for FY2024, marking 34 consecutive years of recognition since FY1990.
- ✓ Moved the acquisition of the Greenbelt Armory forward with the initial deed transfer from the State to HUD. Anticipating a final transfer to the City of Greenbelt by fall 2024.
- ✓ Participated in resident, business, regional and community events.
- ✓ Appointed a seasoned Economic Development Manager with extensive expertise in economic development strategies within Prince George's County, bringing valuable knowledge and experience to advance the City's economic initiatives.
- ✓ Provided legislative advocacy at the county, state and federal level by analyzing and tracking many bills in addition to hosting one virtual meeting with legislators.
- ✓ Worked collaboratively with department heads, and staff across all divisions to develop a balanced FY2025 budget, successfully addressing a \$3M deficit while preserving essential services and aligning with the City's strategic priorities.

- ✓ **Efficient Meeting Coordination:** Successfully coordinated and administered 20 City Council meetings, 10 Special meetings, and 57 Work & Closed sessions within the past year.
- ✓ **Public Information Request (MPIA):** Launched the NextRequest portal to the community, demonstrating proficiency in enhancing the transparency of official city records, improved response times with audit trail of the process, and reduced paperwork.
- ✓ **Successfully coordinated and hosted the annual advisory boards and committees** in an exclusive venue, recognizing and celebrating our advisory board members with awards and dinner.

Economic Development

- ✓ **Managed the ARPA-funded Business Improvement Recovery Fund III and Business Capital Infrastructure Grant Program.** Issued over \$1M in grant funds to thirty-five (35) businesses.
- ✓ **Partnered with local non-profits to start the initial phase of the Greenbelt Business Directory Project.**
- ✓ **Hosted two business conferences (August 2023 and February 2024).** Conference participation increased by approximately 100% this fiscal year.
- ✓ **Received the Silver Award from the International Economic Development Council (IEDC) for Best Use of Federal Economic Development Resources** in recognition of the ARPA-funded grant programs to businesses.
- ✓ **Relaunched a BRE program, and conducted thirty-five (35) business engagement meetings** to assess business needs, build networks, and share resources



Grants

- ✓ **FY2024 total dollar amount of grants applied for/awarded \$4,811,068** - a 70% increase over FY2023 (primarily due to FY2024 first application for U.S. Congressional Earmarks for over \$2M).
- ✓ **93% success rate for applications submitted in FY2023.**
- ✓ **Developed and launched Grant Management Database; created accounts for Development Team; trained departments on use of database so that all grant data is managed through it.**

- ✓ In conjunction with City Manager and Assistant City Manager, initiated Development Team grant review process to identify and select grants to pursue; developed reports for use in monthly Executive Team, and quarterly full Team, meetings

Diversity, Equity and Inclusion

- ✓ DEI Program Implementation: The DEI program rollout is currently underway, marking a significant step towards fostering diversity, equity, and inclusion within the City of Greenbelt.
- ✓ Phase 1 DEI Audit Completion: The initial phase of a comprehensive City-wide DEI audit has been successfully concluded. This phase focused on identifying internal strengths, weaknesses, and opportunities for DEI initiatives across municipal departments.
- ✓ Transition to DEI Audit Phase 2: The program is now transitioning into Phase 2, which will involve an external, community-based assessment. This phase aims to integrate the values, interests, needs, and desires of the most vulnerable communities into the municipal decision-making process.
- ✓ DEI Roadmap Development: The data gathered from both phases will provide the DEI officer with valuable insights and serve as a roadmap for the development of a DEI strategic plan. This plan will outline actionable steps to promote diversity, equity, and inclusion throughout the city.
- ✓ Addressing Audit Findings: While awaiting the commencement of Phase 2, efforts are underway to diligently address the cultural strengths, gaps, and threats identified in the Phase 1 audit report. This proactive approach ensures that the city is actively working to improve its DEI practices and create a more inclusive environment for all residents.



Human Resources

- ✓ Drafted and implemented the following City policies and procedures: Parental Leave, Transitional Duty, Reasonable Accommodation, Americans with Disabilities Act, and Remote Work Agreement.

- ✓ Worked with the worker's compensation vendor Key Risk and Department Heads to develop and implement a claim filing process and injury preventative training.
- ✓ Developed a comprehensive benefits virtual presentation for classified employees to accompany the benefits guide for a more informed onboarding process.
- ✓ Increased recruitment efforts by posting our job vacancies to various platforms such as LinkedIn, Facebook, indeed, Maryland Municipal League, Maryland Recreation and Parks Association, and National Recreation and Parks Association.
- ✓ Worked on cross-training staff in Laserfiche, onboarding, and benefits processing.
- ✓ Responded to eight requests for information on unemployment claims, including notifying the Unemployment Tax Service, which handles the City's unemployment claims, of possible fraudulent claims. Notified employees with claims filed under their names, providing them with information on steps they should take.
- ✓ Onboarded 141 new employees in FY2024 (classified, non-classified, summer help, and temporary positions).
- ✓ Hired the City's Assistant Director of Community Development, Community Planner I, IT Security Analyst, Animal Control Supervisor, City Manager, and other staff.
- ✓ Posted applications for thirty-nine positions due to new approved and summer help roles in FY2024.
- ✓ Partnered with the Finance department on implementing the new Edmunds Finance System.

Finance

- ✓ Implemented the new Edmunds financial management system. Now allows online processing of timesheet submissions; automated purchasing and approvals; various financial statements; automated invoicing/tracking to residents; online bank transactions; etc.
- ✓ Onboarded new external auditing firm and completed/filed the City annual audit of FY2023 financial statements with the State of Maryland on time. Presented results to City Manager and City Council.
- ✓ Submitted application and supporting information to GFOA for the Annual Budget award and received the award for the FY2024 Budget.
- ✓ Submitted application for GFOA for the Annual Comprehensive Financial Report Award (ACFR); awarded in past years.
- ✓ Prepared a balanced FY2024 annual budget on time—adopted in June 2023.

Information Technology

- ✓ Represented the City by serving on a number of regional and state-wide committees including, COG-CIO Committee, Prince Georges County I-Net Budget, Technical and Executive Committees, and the Maryland Municipal League's IT Group.
- ✓ Represented the City by serving on the Comcast Franchise Re-negotiation team.
- ✓ Continue working with Police and our vendors to implement and deploy mobile technologies to Police cruisers.
- ✓ Performed a security assessment of the City's network and systems with an external contractor.
- ✓ Implemented various security remediation steps to enhance the City's network and systems security.
- ✓ Continued implementation of Document Management solution.
- ✓ Develop projects and work plan for ARPA projects.
- ✓ Implemented ARPA projects:
 - New Firewall / backup Firewall
 - Install fiber between City buildings

- Expand / Upgrade WiFi in City buildings
- Upgrade backup solution
- Upgrade Alarm systems
- Camera system expansion / upgrade

Public Information

- ✓ Facilitated the onsite planning of the press conference on the new FBI Headquarters
- ✓ Expanded community outreach with the implementation of streaming Council meetings on YouTube and Facebook
- ✓ Public Information Officer completed the ICMA High-Performance Leadership Academy
- ✓ City of Greenbelt featured on a Facebook/Instagram live interview with Experience Prince George's Tourism Ambassador, Micheline Bowman
- ✓ Purchased portable sound equipment to help improve outreach at City events
- ✓ Launched a "Stay Connected" social media campaign





Planning and Community Development

Planning

- ✓ Hired a new Assistant Director of Planning and a new Community Planner.
- ✓ Renewed the City's Maryland Sustainable Communities Program designation and updated with an Action Plan.
- ✓ Developed a \$300,000 ARPA spending plan for the implementation of the City's Pedestrian and Bicycle Master Plan.
- ✓ Developed a \$150,000 ARPA spending plan for the implementation of bus stop safety and accessibility projects.
- ✓ Managed the review of a Special Exception application for a daycare center at Beltway Plaza in the Laugh Out Loud space.
- ✓ Managed the review of an application for a Departure from Sign Design Standards for Greenbelt Honda.
- ✓ Successfully sought renewal of the City's Erosion and Sediment Control delegation from the State.
- ✓ Worked with Maryland-National Capital Park and Planning staff on the completion of a strategic wayfinding study, funded through the County's Planning Assistance to Municipalities program.
- ✓ Oversaw the installation of the City's first bicycle repair station as part of the Buddy Attick Park Parking Lot improvement project.
- ✓ Worked with the National Capital Planning Commission and the Army Corps of Engineers to review the concept site and building plans for the Bureau of Engraving and Printing Currency Production Facility.
- ✓ Evaluated and responded to resident requests for traffic calming and bus stop accessibility.

- ✓ Submitted an application for a US Department of Transportation Safe Streets and Roads for All (SS4A) grant to develop a citywide Vision Zero Action Plan.
- ✓ Worked with WMATA to review and comment on the Draft Better Bus Visionary Network.
- ✓ Monitored planning for the proposed WSSC standpipe restoration project.



Community Development

- ✓ Promoted the Supervisory Inspector to Assistant Director of Community Development.
- ✓ Conducted educational outreach to Greenbelt's Homeowner Associations.
- ✓ Inspected 100% of the exterior of units at Franklin Park Greenbelt Station and 50% of the interiors.
- ✓ Achieved a 35% reduction in paper files by utilizing community development software, electronic files, and modifications to office processes.
- ✓ Developed an improved tracking system for right-of-way and erosion and sediment control permits.
- ✓ All community development staff are certified in ICC property maintenance and erosion and sediment control.
- ✓ Managed complex property management issues at Charlestowne North.
- ✓ Conducted an analysis of the City's fee schedule, including fines.
- ✓ Identified a preferred vendor for upgrading the City's community development software.
- ✓ Received training in conducting erosion and sediment control inspections.

Police Department

- ✓ The department was awarded its sixth certificate of accreditation from the Commission on Accreditation for Law Enforcement Agencies.
- ✓ The department hired eight police officers.
- ✓ The department hosted several community programs including a summer youth camp, National Night Out, Shop with a Cop, as well as various community meetings.
- ✓ Completed the Axon Fleet camera project, adding in-vehicle cameras to the marked patrol vehicles.

- ✓ The department added a sworn officer to the Crisis Intervention Team, together they handled 186 assessment calls, and 98 follow-up calls.
- ✓ Hosted Shop with a Cop at Target
- ✓ Purchased new cars (patrol, CIC, Animal Control) and put into service.
- ✓ Franklin Park holiday crime reduction detail.
- ✓ Expansion of the Crisis Intervention Team (CIT) program.
- ✓ Participated in National Night Out festivities.
- ✓ Reintroduced the Pet Food Pantry program so that more Greenbelt residents in crisis can keep their pets.
- ✓ Upgraded the security system at the shelter for general safety and welfare of the animals.
- ✓ Partnered with a local grocery store chain to receive pet food donations increasing the amount pet food available in our supply.
- ✓ Restarted the volunteer program and increased the number of volunteers by approximately 200%.
- ✓ Improved the appearance of the Animal Shelter landscaping and interior.



Public Works

- ✓ Obtained multiple grants spread across various disciplines, including infrastructure, sustainability, and environmental.
- ✓ Program/project managed multiple capital project, building capital reserve, and ARPA infrastructure projects. Projects included roadworks, concrete works, HVAC Projects (SLRC, GAFC, Youth Center, Community Center, and Municipal Building).
- ✓ Addressed structural issues at GAFC at both the outdoor and indoor pool.
- ✓ Assisted various departments with projects, issues, etc.
- ✓ Completed roadworks and miscellaneous concrete at Hillside, Ridge Road, Crescent, Fire Station and DPW.
- ✓ Addressed areas of immediate concern both road and concrete works causing safety issues for citizens.
- ✓ Addressed several snow events throughout the winter season.



- ✓ Rebuilt the stage for the Greenbelt Cinema.
- ✓ Conducted multiple volunteer projects including caging of trees to protect from beavers, protecting trees from climbing English ivy, Pollinator Garden maintenance, and native plantings. Volunteers caged 80 trees, planted over 110 native trees and 410 native perennials, and removed over 30 cubic yards of invasive plant species from the environment.
- ✓ Awarded a USDA grant for composting. Partnered with Trinity Church, Compost Crew and our Community Gardens to start a pilot program for curbside food scraps collection; finished, high quality compost will be returned to the gardens.
- ✓ Continued working with Standard Solar to establish a solar farm within our Pepco territory. The solar array will produce about 60% of the electricity consumed in the City. The farm is set to start working at the end of 2024.
- ✓ Partnered with MD Energy, ICF and Pepco to conduct a detailed fleet assessment in order to have access to incentives EVs and infrastructure.
- ✓ Awarded MEA MSEC grants to retrofit lighting in various buildings and offset the cost of purchasing EVs.
- ✓ Performed inspections on 37 playgrounds throughout the city by a Certified Playground Safety Inspector (CPSI) to ensure safe play areas for children, including an inspection of the outdoor fitness area at Schrom Hills Park.
- ✓ Installed over 19,000 holiday lights at the Roosevelt Center, Greenbelt Station central park, Community Center, and Municipal Building. Lighting for Schrom Hills pavilions was added this year.
- ✓ Planted 94 trees in total, 13 memorial trees, 10 park trees and 71 street trees.
- ✓ Planted 2,400 annual plants, 50 perennial plants, and 1,000 bulbs in medians, municipal building beds, and flower beds.
- ✓ Picked up approximately 1,351 CY of leaves from residents and city parks with the leaf vacuum from November to January and dumped at Northway Fields for composting.



Recreation

- ✓ Transitioned to a new credit card processor for all department transactions. The transition significantly improved transaction security and efficiency, introducing new card readers equipped to accept contactless and EMV/chip payments.
- ✓ Updated Buddy Attick Park Master Plan which will provide direction on managing the park. Community involvement was integral to the project's completion.
- ✓ Staff have enhanced our ability to communicate with patrons who lack proficiency in English, utilizing a language translation tool. We expect to train all relevant full-time and part-time staff on the new language translation tool and make it available in all facilities by the end of this fiscal year.
- ✓ Park Rangers strengthened interdepartmental relationships, such as supporting conservation efforts by the Environmental Coordinator, staff support at the Greenbelt Animal Shelter, and working with Greenbelt Police to deter unpermitted groups/parties at Schrom Hills Park.
- ✓ The role of Park Rangers in city events has expanded, providing logistical support to both department and city-wide events.
- ✓ Programmed the 11th Annual Bike to Work Day event. The event experienced a 34% increase in attendees, the highest number since the inception of the event. A second bike convoy was added, resulting in a total of 44 bikers, this was also a record number that far surpassed any other year.
- ✓ Coordinated and managed the renovation project of the Dance Studio Annex.
- ✓ Initiated and planned a LGIT First Amendment Auditors Training for all City Staff. The training was attended by 95 staff.
- ✓ Installed new security cameras, bringing the facility's cameras from an outdated camera system to the same software/network of cameras used at other City facilities.

- ✓ Implemented digital sign for daily schedule in lobby. This new system not only displays the schedule but also facilitates announcements and eliminates the need for staff to handwrite information each morning.
- ✓ The Outdoor Pool pump room remediation project was completed, including the installation of a new sand filter.
- ✓ Programs such as Aquacise, Deep Water Aerobics, Children's Homeschool Lessons, Personal Training, and the popular Underwater Egg Hunt have successfully resumed following COVID-19 disruptions, revitalizing community engagement and participation in recreational activities.
- ✓ Updated Automated External Defibrillators (AED) units in Recreation and Public Works facilities. New AED units were put in service in the Municipal Building.
- ✓ GAFC Lifeguard Instructor Staff successfully transitioned to a new American Red Cross Lifeguard Training program.
- ✓ Trained additional staff to become certified American Red Cross First Aide, CPR, and AED instructors.
- ✓ The Gobble Wobble, on Thanksgiving morning, had a record-breaking year with over 300 registrants.
- ✓ The department completed the process to become an approved organization under Tickets for Kids Charities to provide new and engaging field trip options for the Tween Takeover, Teen Takeover, and Springhill Lake After School Program.
- ✓ Fall Fest successfully introduced new activities including Hoverball Archery, Bubble Ball Soccer, and lawn games.
- ✓ The Greenbelt Black History and Culture Committee has increased the events during the Black History month celebration, in addition to adding events throughout the year.
- ✓ Teen Takeover has steadily grown since its inception, giving more and more opportunities to teens looking to be a part of a community. More than 50 students have earned service hours supporting the program.
- ✓ Introduced a new membership card system, greatly improving the efficiency of memberships sales and visit processing.
- ✓ The Youth Center gym expanded pickleball offerings to four days a week with daily attendance at or around 20 participants.
- ✓ Exterior security cameras were added around the Youth Center to enhance facility security and deter unwanted behaviors in areas outside the building.
- ✓ The Springhill Lake Recreation Center outdoor play area is scheduled for a complete renovation, including new playground equipment and a significantly upgraded full basketball court.
- ✓ Through collaborations with City departments and local organizations, the Springhill Lake Recreation Center served as a host site for recurring events such as food and supply distributions, health fairs, and a bilingual story hour for preschool children.



Museum

- ✓ As of July 1, 2023, the Museum became part of the Recreation Department, a move that had been in the planning stages since 2021. The move has allowed for easier programmatic collaboration, much needed periodic part-time staff support for Museum events, and better incorporation of 10A and 10B Crescent as city facilities.
- ✓ Together with City staff the Museum applied for and was awarded a \$100,000 Maryland State Legislature bond in support of the Education and Visitor Center project planned for 10A Crescent. Museum staff have worked closely with the Friends of the Greenbelt Museum Board to raise \$250,000 in funds through grants and private donations bringing the total raised to date to \$350,000. The total cost of the project is estimated to be \$550,000, leaving \$200,000 yet to be raised.
- ✓ In FY2024, the Museum house returned to pre-pandemic operations and is open every Sunday from 1pm-5pm for drop-in tours on the half-hour. Sunday visitation numbers have returned to their pre-pandemic level.
- ✓ The Museum's programs over the past year included lectures entitled The Other December 7: The Tsuchiya Family's Incarceration at Manzanar in WWII, The Real Juneteenth, and Diego Rivera and the Working-Class Hero. Events included the Retro Town Fair, a Halloween open house and exhibition, winter open house entitled Deco the Halls, a spring open house and Greenbelt Day Weekend activities.
- ✓ The Museum Director has served as the staff liaison to the Reparations Commission since its first meeting in February 2023. In February 2024, the Museum co-sponsored an event, along with the commission and the Greenbelt Black History and Culture Committee, titled Exploring Black History in Prince George's County and Greenbelt.



CARES/GAIL

- ✓ CARES Clinical Staff attended conference: Crossing the Cultural Divide: Clinical Work with Latine Families. The conference included sessions related to Integrating Social Justice in Clinical Work, Self-Awareness and positionality related to Cultural responsiveness, and Intergenerational Trauma.
- ✓ CARES hosted the 2023 City of Greenbelt Fall Job Fair. This event proved to be a valuable platform for connecting enthusiastic job seekers with prospective employers. The fair featured an impressive turnout, with 14 businesses and 112 participants in attendance.
- ✓ CARES partnered with Greenbelt Middle Community School and Springhill Lake Elementary Community School to provide resources to families and to offer parenting classes.
- ✓ CARES administered the ARPA Workforce Development, Education and Childcare Scholarship programs and the ARPA Food assistance programs.
- ✓ CARES provided follow-up counseling and resources to individuals and families referred by the Police Department's Crisis Intervention Team.
- ✓ The GAIL Program has convened a Crisis Interdisciplinary Team to address senior-related hoarding and other complex cases. Representatives from the GAIL Program, Police Department, Code Enforcement and Greenbelt Homes Inc. are on the team
- ✓ Community Health Caseworker is available to meet with residents in the Springhill Lake Clubhouse twice a week to be more accessible to families living in Greenbelt West.
- ✓ The GAIL Program Bilingual Community Outreach Coordinator hosts a quarterly Coffee and Conversations for Greenbelt West to talk about individual and family needs by expanding resources and programming provided by GAIL.



- ✓ In May 2023, Produce Distribution added a second location in Greenbelt West at the Springhill Recreation Center, 6101 Cherrywood Lane, Greenbelt, MD 20770. Residents who participate must be from Greenbelt West and signed up with Community Health Caseworker.
- ✓ In response to the rising requests for information and resources to support caregivers of Persons with Dementia, the GAIL Program expanded programming to include community Memory Screenings, webinars and educational class series for caregivers.
- ✓ Responding to an increase in requests for home health resources, the GAIL Program expanded our Schools of Nursing partnerships enabling the Community Nursing Program to serve more older adults, pregnant mothers and families with children ages three and younger.
- ✓ Provided 42 residents with Chromebook laptops through the Connect Maryland grant and a series of introductory classes to Internet and technology.
- ✓ Served up to 25 frail and at-risk residents at a time in the Successful Aging Supportive Services (SASS) Program to provide them with meals, housekeeping assistance, and other services.
- ✓ The Service Coordination Assistant started October 2022 and has helped conduct resident assessments, facilitate food distributions, and lead health and wellness classes.
- ✓ Partnered with CARES to provide mental health services to residents.



KEY ISSUES – FINANCIAL MANAGEMENT

The City of Greenbelt, and the greater Prince George's County community, continued to recover and emerge from the COVID-19 pandemic. The City's budget was significantly impacted in FY2021 and FY2022 by the pandemic with revenue losses from Recreation and hotel/motel tax; however, with COVID-19 infection rates falling, mask mandates being removed in the City, County, and throughout the State, there was reason for continued optimism in FY2024 as the economy seemed to be on the rebound. Because of this, City leadership developed a plan and budget retuning to pre-pandemic levels for many planned activities in FY2024. Residents seemed poised to participate in City programs and activities and most businesses in Greenbelt were operating at higher levels and many had returned to close to pre-pandemic levels. This had a direct and positive bearing on the City's revenue.

With real estate values in Greenbelt remaining high, even slightly increasing in value and continued allocation of funds available from the American Rescue Plan Act (ARPA), there was a continued opportunity for the City to reassess current trends and activities to determine the timing for restoring activities and reinstating delayed program expenditures and for confirming such plans can move in a positive direction and were likely achievable. The FY2024 revenue budget exceeded \$36M and with the infusion of ARPA non-restricted "lost revenue" dollars, City operations were maintained and there were adequate funds available to support the Capital Projects Fund, the Building Capital Reserve Fund and the Replacement Fund. The City continued to catch up on critically needed facility infrastructure improvements *i.e.*, streets and sidewalk repairs and park improvements; the repair and upgrade of several City buildings and facilities, and the replacement of vehicles and other critical equipment. These continued expansions to our FY2024 operations provided an even greater level of service and amenities for our residents.

In FY2024, the total assessed value for real property was \$2.8 billion. Assessed value was \$2.5 billion in FY2023; and \$2.46 billion in FY2022. A detailed discussion and analysis of the City's audited financial statement is contained in the Management's Discussion and Analysis section of this document.

This continued increase in real estate tax helped the City to increase its fund balance each year, which in turn helped the City to maintain reserves to address any unforeseen circumstances *i.e.*, a revenue shortfall, an emergency major operating expenditure or a major capital project. Over the years, a major goal for the City has been to be prepared for any unforeseen financial crisis, and this was addressed and is considered accomplished as a result of City Council adopting and the City implementing new financial policies that established a rainy-day fund, a budget stabilization fund and a capital reserve fund. Having these "pots of dollars" has positioned the City to be better prepared for the next financial crisis affording operations to continue with greater ease "if" and "when" these times should occur.

ECONOMIC CONDITION AND OUTLOOK

Going forward, the City will continue to conduct frequent financial analyses—a minimum of quarterly reviews, to determine the likelihood of planned revenue sources coming to fruition and being available to cover planned expenditures. Additionally, a detailed review of each revenue source is conducted as part of the annual budget preparation process to assist with determining revenue vs. expenditure needs in each year. In FY2024, several major financial issues were identified including: 1) the City's continue reliance on real estate revenue and 2) the City tax rates remaining at prior year levels even with higher expenditures.

To address the first issue, 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 was in place. While a recession did not occur, the City realizes our best defense against a slowing economy continues to be a diversified revenue stream and to continue funding the new Budget Stabilization Fund that 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.

The second matter highlights the fact 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. 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 FY2020 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.

Detailed information about each revenue line is contained in the Management's Discussion and Analysis section of this document.

FINANCIAL INFORMATION

The City's general administration is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse, and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

Internal accounting controls are designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the evaluation of costs and benefits requires estimates and judgment by management.

SINGLE AUDIT The City is a recipient of Federal, State, and County financial assistance. Therefore, the City is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is subject to on-going evaluation by management and by the City's independent certified public accounting firm.

As a part of the City's single audit, tests are made to determine the adequacy of the internal control structure. The report must contain three sections which are: (1) an auditor's opinion regarding the general purpose financial statements and whether the supplemental statement of federal assistance presents fairly the actual grant data in relation to the general purpose financial statements; (2) an auditor's statement whether an internal control system exists to provide reasonable assurance that Federal Funds are managed properly; and (3) an auditor's statement about compliance with grant requirements. The deadline for filing the single audit is nine months after the end of the fiscal year.

OTHER INFORMATION

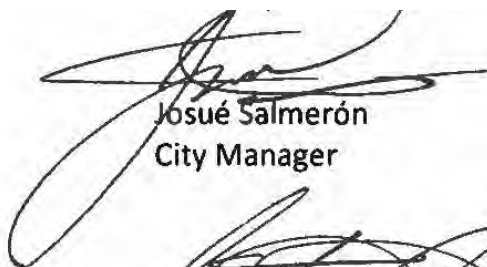
Awards. The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its annual comprehensive financial report (ACFR) for the fiscal year ended June 30, 2023. This was the thirty-fourth consecutive year that the City received this prestigious award. In order to be awarded an ACFR, the City must publish an easily readable and efficiently organized ACFR. This report satisfied both generally accepted accounting principles and applicable legal requirements.

An ACFR is valid for a period of one year only. We believe that our ACFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

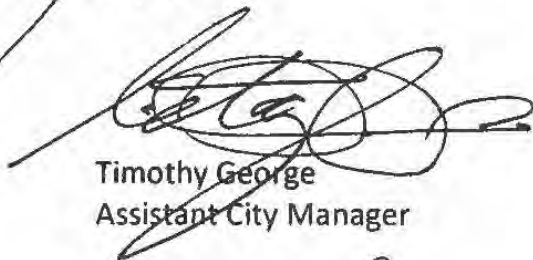
In addition to the ACFR, the City received the Award for Distinguished Budget Presentation from the GFOA for its budget document for the fiscal year beginning July 1, 2021. The City has received this award in thirty-three of the past thirty-four years. The award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements and we are confident that the report will merit an award for FY2024.

Acknowledgments. The preparation of the ACFR on a timely basis was made possible by the dedicated service of Bertha Gaymon, Deirdre Allen, and the entire staff of the Finance Department. Each staff member has our sincere appreciation for the contributions made in the preparation of this report. We appreciate the leadership and unqualified support of the City Council. Its commitment to excellence assures good government to its citizens.

Sincerely,



Josué Salmerón
City Manager



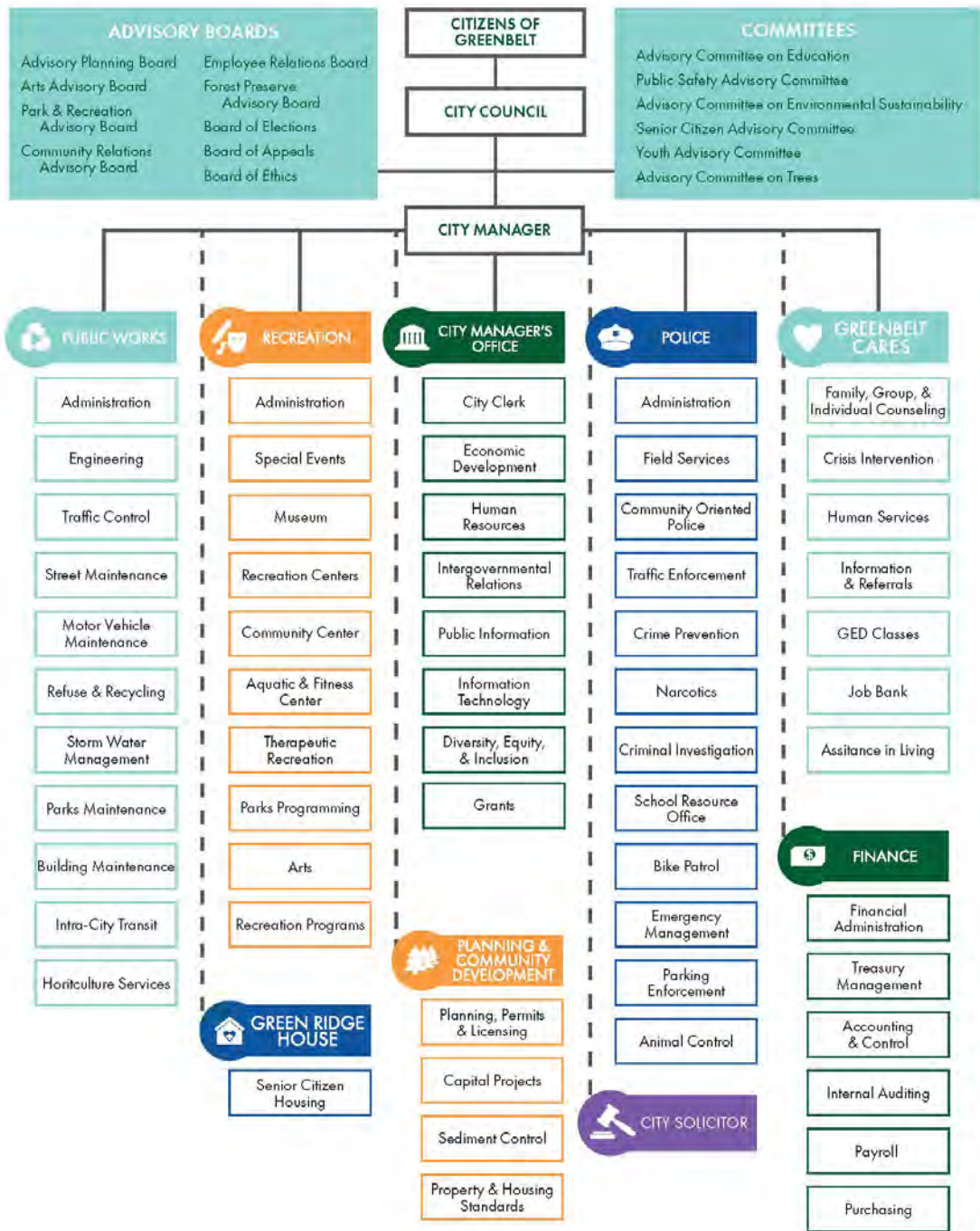
Timothy George
Assistant City Manager



Bertha A. Gaymon
City Treasurer

CITY ORGANIZATIONAL CHART – FY2024

City Organizational Chart

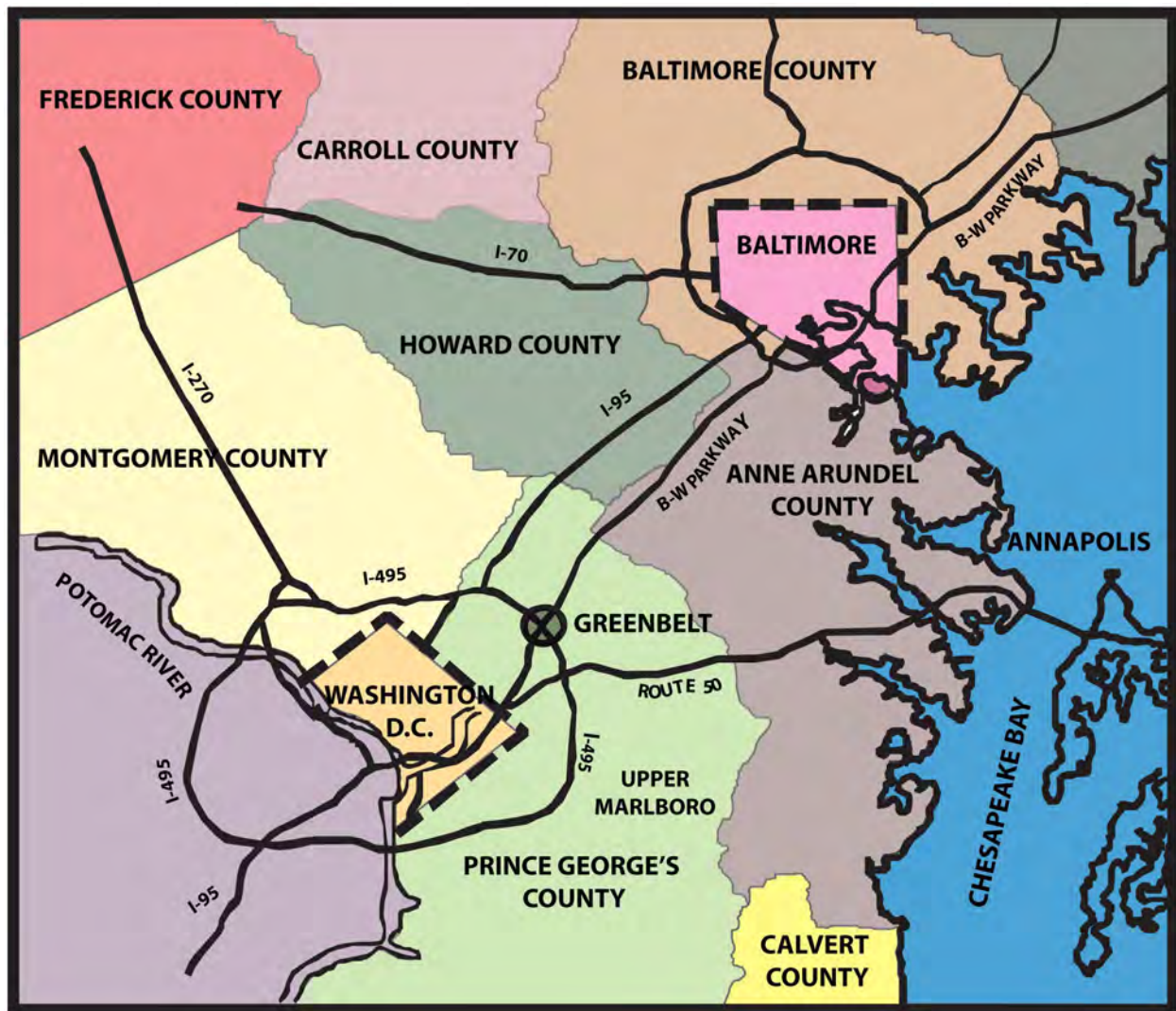


CITY OF GREENBELT, MARYLAND

LIST OF PRINCIPAL OFFICIALS

JUNE 30, 2024

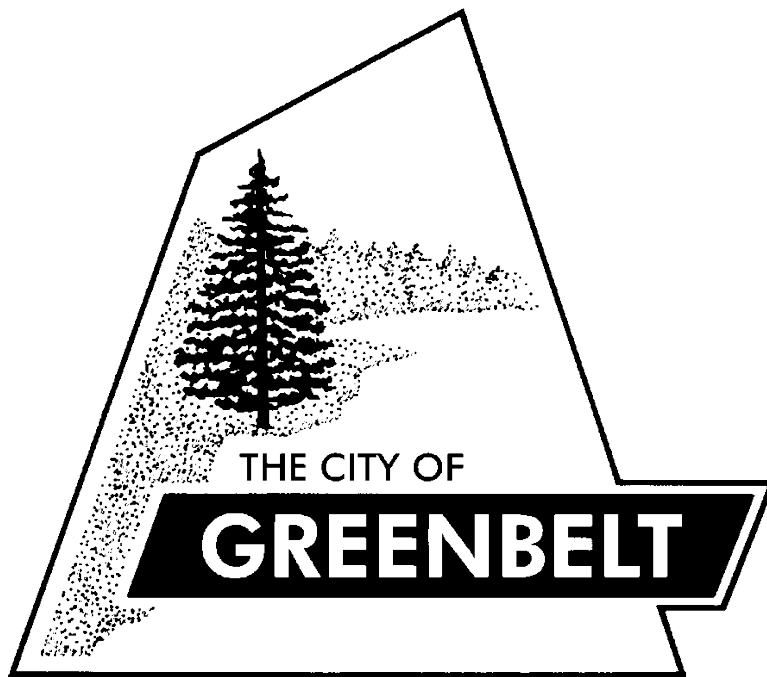
<u>Title</u>	<u>Name</u>
Mayor	Emmett V. Jordan
Mayor Pro Tempore	Kristen L.K. Weaver
Council Member	Danielle McKinney
Council Member	Amy Knesel
Council Member	Jenni Pompei
Council Member	Silke I. Pope
Council Member	Rodney M. Roberts
City Manager	Josué Salmerón
Assistant City Manager	Timothy George
City Treasurer	Bertha A. Gaymon
Human Resources Director	Dawane Martinez
Attorney	Jason DeLoach
City Clerk	Bonita C. Anderson
Planning and Development Director	Terri S. Hruby
Police Chief	Richard A. Bowers
Public Works Director (Acting)	Brian Kim
Recreation Director	Gregory Varda
Social Services Director	Elizabeth Park
Director of IT (Acting)	Brian Kennell



DESCRIPTION OF THE CITY

Greenbelt was incorporated by act of the General Assembly of Maryland in 1937. The City's original housing stock – consisting of 574 row house units, 306 apartment units and a few prefabricated single family homes – was built during the 1930's by the Rural Resettlement Administration of the Department of Agriculture for the threefold purpose of providing a model planned community, jobs for the unemployed and low-cost housing. Under legislation enacted by Congress in 1953, the Federal government sold all of its property in the city, except for a 1,100 acre park, also keeping right-of-way for the Baltimore-Washington Parkway, and most of the original housing was acquired by a cooperative formed by residents of the community.

FINANCIAL SECTION





INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
City of Greenbelt, Maryland

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Greenbelt, Maryland (the City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Greenbelt, Maryland, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund and Special Projects Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Greenbelt, Maryland and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibility of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Greenbelt, Maryland's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Greenbelt, Maryland's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Greenbelt, Maryland's ability to continue as a going concern for a reasonable period of time.



We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 5 through 14, Schedule of Required OPEB-Related Supplementary Information on pages 71 and 72 and Schedules of Required Pension Related Supplementary Information on pages 73 and 74 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Greenbelt, Maryland's basic financial statements. The budget and actual schedules listed as other supplementary information in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The budget and actual schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budget and actual schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.



Other Information Included in the Annual Comprehensive Financial Report

Management is responsible for the other information included in the annual comprehensive financial report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Greenbelt, Maryland's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Accounting Standards* in considering the City's internal control over financial reporting and compliance.

Mitchell Titus, LLP

November 29, 2024

CITY OF GREENBELT, MARYLAND
Management's Discussion and Analysis
June 30, 2024

As management of the City of Greenbelt, Maryland (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2024. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal.

FINANCIAL HIGHLIGHTS

- The assets plus deferred outflows of resources of the City exceeded its liabilities plus deferred inflows of resources (*i.e.*, net position) at the close of the most recent fiscal year by \$51,045,217.
- The government's total net position increased by \$5,602,628 for the fiscal year. Net position for governmental activities increased \$5,310,528 while net position for business-type activities increased \$292,100.
- As of the close of the 2024 fiscal year, the City's governmental funds reported combined ending fund balances of \$26,369,567, an increase of \$1,333,921 in comparison with the prior year.
- The unassigned fund balance of governmental funds at year's end is \$8,236,245, a decrease of \$5,631,083.
- Governmental long-term debt increased \$1,413,753 overall during the fiscal year primarily due to an increase in the net pension liability, offset by principal payments on bonds payable.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements comprise of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. The statement of net position presents information on all of the City's assets and deferred outflows less liabilities and deferred inflows, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The statement of activities presents information that shows how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (*e.g.*, uncollected taxes and earned but unused vacation leave).

OVERVIEW OF THE FINANCIAL STATEMENTS (*continued*)

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include: general government, planning and community development, public safety, public works, social services, and parks and recreation. The business-type activities of the City include an apartment building for seniors and individuals with disabilities.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains five individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the City's other governmental funds. The City adopts an annual appropriated budget for its general fund and its special projects fund, a special revenue fund. Budgetary comparison statements have been provided for these funds to demonstrate compliance with these budgets.

Proprietary Funds. The City maintains one proprietary-type fund, an enterprise fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses its enterprise fund to account for the Green Ridge House apartment building.

Fiduciary Funds. The City maintains one fiduciary fund, a custodial fund, to account for assets held by the City as an agent for other organizations.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

OTHER INFORMATION

Other information is presented in the Financial Section of this report, including required supplementary information, additional budget and actual schedules and the auditor's report on internal control and compliance under *Government Auditing Standards*.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The City's financial statements are prepared in conformity with the reporting model required by the Governmental Accounting Standards Board Statement No. 34 (GASB 34), *Basic Financial Statements - and Management's Discussion and Analysis (MD&A) - for State and Local Governments*. MD&A includes prior fiscal year results for the purpose of providing comparative information for the MD&A. As noted earlier, net position may serve as a useful indicator of government's financial position. The City's total net position for governmental and business-type activities as of June 30, 2024, was \$51,045,217, compared to \$45,442,589 for the prior year. In FY2024, the City's change in net position was an increase of \$5,602,628 compared to a decrease for the prior year of \$960,570. The difference was caused primarily by recognition of American Rescue Plan Act (ARPA) funds in 2024 as revenues vs. treatment of ARPA funds received in 2023 as unearned revenues pending expenditure on eligible types of activities.

The City's investment in capital assets (*e.g.*, buildings, machinery, and equipment), net of related accumulated depreciation and related debt was \$41,272,268 as of June 30, 2024 (see Note 7). Because the City uses these capital assets to provide services to citizens, these assets are not available for future spending. The City's investment in its capital assets is reported net of related debt. Therefore, the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities, *e.g.*, a local street cannot be sold to pay for its resurfacing. The unrestricted net position for the City was a positive \$6,259,596. Current and other assets decreased by \$2,440,217, and the decrease was mostly attributed to spending ARPA funds received in prior years.

CITY OF GREENBELT, MARYLAND
Management's Discussion and Analysis (*continued*)
June 30, 2024

GOVERNMENT-WIDE FINANCIAL ANALYSIS (*continued*)

The following table reflects the condensed statement of net position.

Statement of Net Position
June 30, 2024

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
ASSETS						
Current and other assets	\$ 37,454,144	\$ 40,162,583	\$ 1,765,751	\$ 1,497,529	\$ 39,219,895	\$ 41,660,112
Capital assets, net	46,011,693	43,147,894	2,424,432	2,530,794	48,436,125	45,678,688
Total assets	83,465,837	83,310,477	4,190,183	4,028,323	87,656,020	87,338,800
DEFERRED OUTFLOWS						
OPEB related	194,282	260,758	-	-	194,282	260,758
Pension related	7,468,181	5,506,808	-	-	7,468,181	5,506,808
LIABILITIES						
Long-term liabilities	32,629,193	31,215,440	-	-	32,629,193	31,215,440
Other liabilities	9,171,156	13,450,416	76,185	206,424	9,247,341	13,656,840
Total liabilities	41,800,349	44,665,856	76,185	206,424	41,876,534	44,872,280
DEFERRED INFLOWS						
Pension related	1,764,699	2,601,564	-	-	1,764,699	2,601,564
OPEB related	632,033	189,932	-	-	632,033	189,932
NET POSITION						
Net investment in capital assets	38,847,836	35,900,291	2,424,432	2,530,794	41,272,268	38,431,085
<i>Restricted for</i>						
Grants	3,161,528	3,983,849	-	-	3,161,528	3,983,849
Restricted cash	351,825	177,945	-	-	351,825	177,945
Unrestricted	4,570,030	1,558,606	1,689,566	1,291,104	6,259,596	2,849,710
Total net position	\$ 46,931,219	\$ 41,620,691	\$ 4,113,998	\$ 3,821,898	\$ 51,045,217	\$ 45,442,589

CITY OF GREENBELT, MARYLAND
Management's Discussion and Analysis (*continued*)
June 30, 2024

GOVERNMENT-WIDE FINANCIAL ANALYSIS (*continued*)

The following table displays the City's changes in net position for FY2024.

Condensed Statement of Activities
For the Year Ended June 30, 2024

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
REVENUES						
<i>Program revenues</i>						
Charges for services	\$ 4,847,665	\$ 4,627,062	\$ 508,425	\$ 451,877	\$ 5,356,090	\$ 5,078,939
Operating grants and contributions	7,627,357	2,126,595	1,221,704	1,136,941	8,849,061	3,263,536
Capital grants and contributions	303,546	512,525	-	-	303,546	512,525
<i>General revenues</i>						
Property taxes	23,796,842	23,102,869	-	-	23,796,842	23,102,869
Other taxes	5,840,669	5,345,345	-	-	5,840,669	5,345,345
Investment earnings	1,516,485	1,042,372	76,189	49,280	1,592,674	1,091,652
Other general revenue	78,421	88,479	-	-	78,421	88,479
Total revenues	<u>44,010,985</u>	<u>36,845,247</u>	<u>1,806,318</u>	<u>1,638,098</u>	<u>45,817,303</u>	<u>38,483,345</u>
EXPENSES						
General government	6,935,130	3,604,188	-	-	6,935,130	3,604,188
Planning and comm. dev.	1,252,193	886,165	-	-	1,252,193	886,165
Public safety	13,662,941	12,315,163	-	-	13,662,941	12,315,163
Public works	6,566,595	5,454,280	-	-	6,566,595	5,454,280
Social services	2,786,205	1,546,444	-	-	2,786,205	1,546,444
Parks and recreation	7,275,526	7,697,818	-	-	7,275,526	7,697,818
Miscellaneous	16,536	6,281,822	-	-	16,536	6,281,822
Interest and fiscal charges	205,331	219,409	-	-	205,331	219,409
Green Ridge House	-	-	1,514,218	1,438,626	1,514,218	1,438,626
Total expenses	<u>38,700,457</u>	<u>38,005,289</u>	<u>1,514,218</u>	<u>1,438,626</u>	<u>40,214,675</u>	<u>39,443,915</u>
Increase (decrease) in net position	5,310,528	(1,160,042)	292,100	199,472	5,602,628	(960,570)
Net position, beginning of year	41,620,691	42,780,733	3,821,898	3,622,426	45,442,589	46,403,159
Net position, end of year	<u>\$ 46,931,219</u>	<u>\$ 41,620,691</u>	<u>\$ 4,113,998</u>	<u>\$ 3,821,898</u>	<u>\$ 51,045,217</u>	<u>\$ 45,442,589</u>

GOVERNMENT-WIDE ACTIVITIES

The City's governmental activities net position increased by \$5,310,528, or 12.7%. Property taxes, charges for services and other taxes represent 54%, 11% and 13% of the City's revenue stream, respectively. The operating grants and contributions represent 17% due to the federal funds received primarily from ARPA. The remaining 5% of governmental revenues consists of capital grants, investment earnings and other miscellaneous revenues.

Revenue. The government-wide statements show that the City's total revenue from governmental activities in FY2024 was \$44,010,985 and \$1,806,318 from business-type activities. Prior year revenues were \$36,845,247 from governmental activities and \$1,638,098 from business-type activities. The increase in revenues was primarily a result of ARPA operating grant funds recognized as revenues in 2024 that were deferred in 2023 until such funds were spent on eligible projects as required by the federal ARPA law and related regulations.

GOVERNMENT-WIDE ACTIVITIES (*continued*)

In FY2024, net real estate tax revenue increased by \$1,190,750, or 5.6%. The increase is mainly due to higher assessments on real property values. Real estate in Greenbelt is reassessed every three years. FY2024 was the third year of the current triennial assessment cycle. Gross real estate assessments were \$2.8 billion before credits and abatements compared to prior-year assessments of \$2.7 billion. Credits and other reductions include the homestead property tax credit, which reduced the gross assessment by \$9.2 million of total value. This credit is the mechanism that the State of Maryland uses to limit assessment increases. Abatements to property owners also reduced real estate revenue in FY2024 by \$367,522 compared to \$892,735 in FY2023. Abatements occur based on an established agreement between the Maryland State Department of Assessments and Taxation and a property owner that the assessed value of a certain property should be reduced to reflect the actual market value of the property. The City continues to plan for reduced real estate revenue for all property types resulting from the State of Maryland Department of Tax and Assessments granting tax relief to residents and businesses.

Personal property taxes are elastic in that changes in the health of the local economy can affect these revenues far more quickly than real estate. There are three classes of personal property: business corporation, public utility, and local business. Net revenue from personal property decreased in FY2024—from \$1,856,632 in FY2023 to \$1,359,856 in FY2024, representing a \$496,775, or 35.5%, reduction year to year.

Income taxes increased \$165,874, or 4%, over the prior year (\$4,259,779 in FY2024 and \$4,093,905 in FY2023). While this tax was uncertain due to the COVID-19 pandemic impacts, receipts were higher than anticipated in FY2022 and FY2023 and remained higher than budgeted in FY2024. The State of Maryland controls the release of income tax payments due to local governments in the State.

Hotel/motel taxes increased by \$118,359, or 19.3%, in FY2024 over the prior year (\$731,725 in FY2024 and \$613,366 in FY2023). This positive increase confirms this income source continues to rebound after decreasing during the COVID-19 pandemic years.

Investment earnings for governmental activities were \$1,516,485 in FY2024 and \$1,042,372 in FY2023. The increase is due to higher interest rates and increased funds to invest due to receipt of ARPA funds.

Expenses. Governmental activities expenses were \$38,700,457 in FY2024, an increase of \$695,168, or 1.8%, over prior-year expenses of \$38,005,289. Salaries and benefits represent 66% of total expenses compared to 64% in FY2023. Utilities represent 2% of total expenses and all other expenses represent 32% of total expenses.

Public safety, parks and recreation and general government are the three largest functional areas comprising 72% of all governmental activities' expenses in FY2024. Public safety is the largest of these functional areas, representing 35% of governmental activities expenses, while parks and recreation represents 19% and general government represents 18%.

GOVERNMENT-WIDE ACTIVITIES (*continued*)

The largest change in expenses relates to ARPA-funded costs. These expenses were separately classified as miscellaneous expenses in 2023 to segregate them from costs funded with non-ARPA sources. In 2024, these expenses were distributed to the various functional categories, resulting in an increase in all functional expense categories, except parks and recreation, and a decrease in miscellaneous expenses. Major ARPA costs include crisis counseling services and the expansion of other social services programs; business assistance through grants; mortgage assistance through down payment and HOA fee assistance; food assistance through non-profits; educational support through scholarships and workforce development; child care voucher services; dental and health care services; pool remediation; enhancements to technology, *i.e.*, WIFI expansion; security system improvements and other communication equipment; enhancements to HVAC systems and other major equipment purchases, *i.e.*, police vehicles and radios, dump trucks, electric bus and an animal control van.

BUSINESS-TYPE ACTIVITIES

The City operates one business-type enterprise, Green Ridge House, a 101-unit apartment facility for senior and disabled residents. Approximately two-thirds of the revenue for this facility comes from the U.S. Department of Housing and Urban Development (HUD) Section 8 program. All other revenue comes from tenant payments. Constructed in 1978, Green Ridge House remains one of the most highly regarded Section 8 funded facilities in the State of Maryland. As a Section 8 property, rents of its residents are subsidized by the federal government. The subsidy is applied based upon need. The average subsidy is approximately two-thirds of a resident's monthly rent. Business-type activities increased the City's net position by \$292,100, or 7.6% - an amount that was higher than in the prior year (\$199,472, or 5.5%).

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

Governmental Funds. As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financial requirements. In particular, the unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$26,369,567, an increase of \$1,333,921 in comparison with the prior year. Below is a chart that compares the beginning and ending fund balance of the major and nonmajor funds.

CITY OF GREENBELT, MARYLAND
Management's Discussion and Analysis (*continued*)
June 30, 2024

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS (*continued*)

Fund	Beginning Fund Balance	Ending Fund Balance	Increase (Decrease)
General	\$ 17,610,900	\$ 18,311,166	\$ 700,266
Debt service	9,378	18,787	9,409
Capital projects	3,125,981	2,973,426	(152,555)
Special projects	4,297,565	5,074,366	776,801
Nonmajor	(8,178)	(8,178)	-
Total	\$ 25,035,646	\$ 26,369,567	\$ 1,333,921

General Fund. The General Fund is the chief operating fund of the City. The general fund's fund balance was \$18,311,166 on June 30, 2024, which represents an increase of \$700,266 over the prior year. The change in general fund balance for FY2024 of \$700,266 compares to the change for FY2023 of \$3,861,383, or a decrease of \$3,161,117. This decrease is comprised of an increase in general fund revenues of \$1,507,876, offset by an increase in expenditures of \$2,240,849, and a net increase in transfers to other funds of \$2,428,144.

General fund revenues increased primarily due to increases in taxes and interest earnings as previously discussed.

Expenditures increased primarily due to salary and related expenses increases and higher costs due to inflation.

The net increase in general fund transfers to other funds was caused by increased transfers to the capital projects fund for capital activities and transfers into the general fund from the special projects fund in 2023 that did not recur in 2024.

Debt Service Fund. The Debt Service Fund accounts for principal and interest payments for repayment of the City's long-term bonded debt and loans, whether supported by tax revenue or tax increment financing (TIF). As of June 30, 2024, the City's debt consists of two bond issues held by Freedom Bank, TIF special obligation bonds held by Fulton Bank, and a loan from the Maryland Water Quality Financing Administration.

Fund balance for the debt service fund is maintained at a minimal level since expenditures are funded each year through interfund transfers.

Capital Projects Fund. The Capital Projects Fund was established to account for construction projects on a "pay-as-you-go" basis from annually appropriated transfers from the General Fund, investment income, and grant monies from governmental agencies at all levels. The City's strategy for funding capital projects is to accumulate grant monies from the Federal Government, State of Maryland, other local governments, private sources as well as transfers from the General Fund to pay for new construction and major maintenance projects. Additionally, some capital projects qualified for funding using ARPA dollars in FY2024.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS (*continued*)

It should be noted that because many capital projects are funded with grant monies from other governmental agencies, the approval process can create delays that prohibit the timely completion of projects and the receipt of grant monies funding these projects. As a result, most projects do not fit into a single fiscal year.

The fund ended the fiscal year with a fund balance of \$2,973,426, a small decrease of \$152,555.

Special Projects Fund. For FY2024, the Special Projects Fund's revenues primarily related to the ARPA program. The City recognized \$5,187,450 during FY2024 in ARPA revenues and related eligible expenditures.

Proprietary Fund. The City's proprietary fund, an enterprise fund, provides the same type of information found in the government-wide financial statements included in business-type activities, but in more detail. Total net position of the Green Ridge House Enterprise Fund at the end of the year amounted to \$4,113,998, which is \$292,100, or 7.6%, higher than a year earlier, primarily related to operating income and investment earnings of the Green Ridge House.

BUDGETARY HIGHLIGHTS

Revenues. General fund revenues and transfers for FY2024 amounted to \$36,879,874, which is a favorable variance of \$438,974, or 1% higher than the adopted budget of \$36,440,900. All categories of revenue, including local taxes, licenses and permits, intergovernmental revenue, interest, charges for services, fines and forfeitures, contributions and miscellaneous revenues, experienced a favorable variance primarily due to stronger activity upon which revenues are based, higher grants and contributions, and higher interest rates compared to expectations.

Expenditures. General fund expenditures (including transfers out) were substantially consistent with budgetary expectations, having a favorable variance of \$252,092.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets. The City's capital assets, net of accumulated depreciation, for its governmental and business-type activities as of June 30, 2024, amounted to \$48,436,125, an increase of \$2,757,437. Most of this increase is related to ARPA-funded infrastructure projects and vehicle purchases. Major purchases include enhancements to several HVAC systems and other major equipment purchases, *i.e.*, police vehicles and radios, dump trucks, electric bus and an animal control van.

CITY OF GREENBELT, MARYLAND
Management's Discussion and Analysis (*continued*)
June 30, 2024

CAPITAL ASSETS AND DEBT ADMINISTRATION (*continued*)

The following table displays the City's capital assets. Additional information on the City's capital assets can be found in Note 7 in the Notes to the Financial Statements of this report.

Capital Assets (Net of depreciation)
As of June 30, 2024 and 2023

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	\$ 6,669,100	\$ 6,443,282	\$ 150,724	\$ 150,724	\$ 6,819,824	\$ 6,594,006
Buildings	12,403,490	12,748,587	2,216,441	2,335,214	14,619,931	15,083,801
Machinery and other equipment	5,677,132	3,943,791	57,267	44,856	5,734,399	3,988,647
Improvements other than buildings	4,764,194	4,250,320	-	-	4,764,194	4,250,320
Construction in progress	200,197	778,249	-	-	200,197	778,249
Infrastructure	16,297,580	14,983,665	-	-	16,297,580	14,983,665
Total capital assets	\$ 46,011,693	\$ 43,147,894	\$ 2,424,432	\$ 2,530,794	\$ 48,436,125	\$ 45,678,688

Long-term Debt. The City's governmental long-term debt as of June 30, 2024, was \$32,629,193, which represents an increase of \$1,413,753.

The City's bonds and loans decreased by \$833,720 due to scheduled principal payments. The net pension liability increased \$2,771,340 based on actuarial calculations as determined by the Maryland State Retirement and Pension System. Balances for compensated absences increased \$4,081 and the net OPEB liability decreased \$527,948 based on actuarial calculations.

The following table reflects the City's long-term debt. Additional information of the City's long-term debt can be found in Note 8 in Notes to the Financial Statements of this report.

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
General obligation bonds and loans	\$ 3,835,748	\$ 4,390,855	\$ -	\$ -	\$ 3,835,748	\$ 4,390,855
Special obligation (TIF) bonds	5,014,273	5,292,886	-	-	5,014,273	5,292,886
Compensated absences	2,104,671	2,100,590	-	-	2,104,671	2,100,590
Net OPEB liability	979,530	1,507,478	-	-	979,530	1,507,478
Net pension liability	20,694,971	17,923,631	-	-	20,694,971	17,923,631
Total long-term debt	\$ 32,629,193	\$ 31,215,440	\$ -	\$ -	\$ 32,629,193	\$ 31,215,440

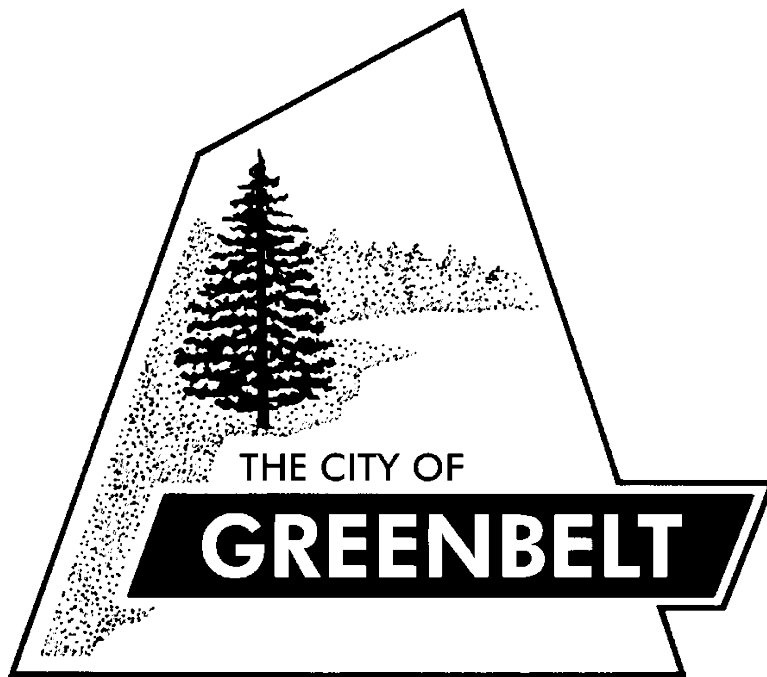
ECONOMIC FACTORS, NEXT YEAR'S BUDGETS AND RATES

All real estate property is assessed every three years. The most recent triennial market valuation of real estate properties in Greenbelt was completed in calendar year 2020 and is the basis for real estate taxes for fiscal years 2022, 2023 and 2024.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to City Treasurer, City of Greenbelt, Maryland, 25 Crescent Road, Greenbelt, Maryland 20770. You can also send an email to bgraymon@greenbeltmd.gov or dallen@greenbeltmd.gov.

FINANCIAL STATEMENTS



CITY OF GREENBELT, MARYLAND
Statement of Net Position
As of June 30, 2024

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash, cash equivalents, and investments	\$ 31,143,392	\$ 1,696,687	\$ 32,840,079
Receivables, net	1,093,390	5,235	1,098,625
Inventory	68,473	-	68,473
Prepaid items	115,388	21,382	136,770
Due from other governments	3,784,149	-	3,784,149
Restricted cash and cash equivalents	1,249,352	42,447	1,291,799
<i>Capital assets</i>			
Nondepreciable assets	6,869,297	150,724	7,020,021
Depreciable assets, net	39,142,396	2,273,708	41,416,104
Total assets	83,465,837	4,190,183	87,656,020
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows - pension related	7,468,181	-	7,468,181
Deferred outflows - OPEB related	194,282	-	194,282
Total deferred outflows of resources	7,662,463	-	7,662,463
LIABILITIES			
Accounts payable and accrued expenses	2,828,918	30,366	2,859,284
Unearned revenue	6,336,920	3,831	6,340,751
Due to other governments	5,318	-	5,318
Tenant security deposits	-	41,988	41,988
<i>Long-term liabilities</i>			
<i>Due within one year</i>			
Compensated absences	1,450,952	-	1,450,952
General obligation bonds and loans	560,366	-	560,366
Special obligation bonds	287,775	-	287,775
<i>Due after one year</i>			
Compensated absences	653,719	-	653,719
General obligation bonds and loans	3,275,382	-	3,275,382
Special obligation bonds	4,726,498	-	4,726,498
Net OPEB liability	979,530	-	979,530
Net pension liability	20,694,971	-	20,694,971
Total liabilities	41,800,349	76,185	41,876,534
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows - pension related	1,764,699	-	1,764,699
Deferred inflows - OPEB related	632,033	-	632,033
Total deferred inflows of resources	2,396,732	-	2,396,732
NET POSITION			
Net investment in capital assets	38,847,836	2,424,432	41,272,268
<i>Restricted for</i>			
Grants	3,161,528	-	3,161,528
Restricted cash	351,825	-	351,825
Unrestricted	4,570,030	1,689,566	6,259,596
Total net position	\$ 46,931,219	\$ 4,113,998	\$ 51,045,217

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Activities
For the Year Ended June 30, 2024

Function/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position Primary Government		
		Charges For Services	Operating Grants and Contributions	Capital Grants And Contributions	Governmental Activities	Business-Type Activities	Total Primary Government
<i>Governmental activities</i>							
General government	\$ 6,935,130	\$ 463,462	\$ 5,449,328	\$ -	\$ (1,022,340)	\$ -	\$ (1,022,340)
Planning and community development	1,252,193	1,046,823	6,500	-	(198,870)	-	(198,870)
Public safety	13,662,941	992,901	1,240,866	-	(11,429,174)	-	(11,429,174)
Public works	6,566,595	679,471	105,245	303,546	(5,478,333)	-	(5,478,333)
Social services	2,786,205	-	524,725	-	(2,261,480)	-	(2,261,480)
Parks and recreation	7,275,526	1,665,008	300,693	-	(5,309,825)	-	(5,309,825)
Miscellaneous	16,536	-	-	-	(16,536)	-	(16,536)
Interest and fiscal charges	205,331	-	-	-	(205,331)	-	(205,331)
Total governmental activities	38,700,457	4,847,665	7,627,357	303,546	(25,921,889)	-	(25,921,889)
<i>Business-type activities</i>							
Green Ridge House	1,514,218	508,425	1,221,704	-	-	215,911	215,911
Total primary government	<u>\$ 40,214,675</u>	<u>\$ 5,356,090</u>	<u>\$ 8,849,061</u>	<u>\$ 303,546</u>	<u>(25,921,889)</u>	<u>215,911</u>	<u>(25,705,978)</u>
GENERAL REVENUES							
<i>Taxes</i>							
Property					23,796,842	-	23,796,842
Income					4,259,779	-	4,259,779
Admissions and amusement					150,295	-	150,295
Hotel/motel					731,725	-	731,725
State Highway Taxes					698,870	-	698,870
Investment earnings					1,516,485	76,189	1,592,674
Miscellaneous					78,421	-	78,421
Total general revenues					<u>31,232,417</u>	<u>76,189</u>	<u>31,308,606</u>
Change in net position					5,310,528	292,100	5,602,628
Net position - beginning					<u>41,620,691</u>	<u>3,821,898</u>	<u>45,442,589</u>
Net position - end of year					<u>\$ 46,931,219</u>	<u>\$ 4,113,998</u>	<u>\$ 51,045,217</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Balance Sheet – Governmental Funds
As of June 30, 2024

	General	Debt Service	Capital Projects	Special Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS						
Cash, cash equivalents, and investments	\$ 29,085,890	\$ -	\$ 2,057,502	\$ -	\$ -	\$ 31,143,392
Restricted cash and cash equivalents	-	916,314	139,008	194,030	-	1,249,352
Accounts receivable and deposits	997,022	-	8,982	87,386	-	1,093,390
Inventory	68,472	-	-	-	-	68,472
Prepaid items	115,388	-	-	-	-	115,388
Due from other funds	2,107,516	-	1,091,797	11,312,042	-	14,511,355
Due from other governments	3,574,453	-	89,280	-	120,416	3,784,149
Total assets	<u>\$ 35,948,741</u>	<u>\$ 916,314</u>	<u>\$ 3,386,569</u>	<u>\$ 11,593,458</u>	<u>\$ 120,416</u>	<u>\$ 51,965,498</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES						
<i>Liabilities</i>						
Accounts payable	\$ 1,540,496	\$ -	\$ 413,143	\$ 257,147	\$ -	\$ 2,210,786
Due to other funds	14,103,365	897,527	-	-	128,594	15,129,486
Due to other governments	5,318	-	-	-	-	5,318
Unearned revenue	74,975	-	-	6,261,945	-	6,336,920
Total liabilities	<u>15,724,154</u>	<u>897,527</u>	<u>413,143</u>	<u>6,519,092</u>	<u>128,594</u>	<u>23,682,510</u>
Deferred inflow of resources	<u>1,913,421</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,913,421</u>
<i>Fund balances</i>						
Nonspendable	183,860	-	-	-	-	183,860
Restricted	-	18,787	139,008	3,355,558	-	3,513,353
Committed	7,625,093	-	2,584,904	-	-	10,209,997
Assigned	2,257,790	-	249,514	1,718,808	-	4,226,112
Unassigned (deficit)	8,244,423	-	-	-	(8,178)	8,236,245
Total fund balances	<u>18,311,166</u>	<u>18,787</u>	<u>2,973,426</u>	<u>5,074,366</u>	<u>(8,178)</u>	<u>26,369,567</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 35,948,741</u>	<u>\$ 916,314</u>	<u>\$ 3,386,569</u>	<u>\$ 11,593,458</u>	<u>\$ 120,416</u>	<u>\$ 51,965,498</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Reconciliation of Governmental Funds
Balance Sheet to the Statement of Net Position
As of June 30, 2024

Fund balances - total governmental funds	\$ 26,369,567
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Cost of capital assets	\$ 78,722,397	
Accumulated depreciation	<u>(32,710,704)</u>	46,011,693

Deferred income tax revenues are not available in the current period and therefore are deferred in the funds.	1,913,421
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Deferred inflows related to OPEB	(632,033)
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Deferred outflows related to OPEB	194,282
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Deferred inflows related to pension plan	(1,764,699)
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Deferred outflows related to pension plan	7,468,181
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Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.

Long-term liabilities at year-end consist of:

General obligation bonds and loans payable	(3,835,748)	
Special obligation (TIF) bonds payable	(5,014,273)	
Net OPEB liability	(979,530)	
Net pension liability	(20,694,971)	
Accumulated unused compensated absences	<u>(2,104,671)</u>	<u>(32,629,193)</u>

Total net position - governmental activities	\$ <u>46,931,219</u>
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The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Revenues, Expenditures, and
Changes in Fund Balances – Governmental Funds
For the Year Ended June 30, 2024

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Special Projects Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
REVENUES						
Taxes and special assessments	\$ 29,408,951	\$ -	\$ -	\$ -	\$ -	\$ 29,408,951
Licenses and permits	1,312,101	-	-	163,751	-	1,475,852
Intergovernmental	1,855,928	-	183,132	5,206,200	120,415	7,365,675
Interest	718,038	14,996	133,822	649,630	-	1,516,486
Charges for services	2,358,978	-	-	-	-	2,358,978
Fines and forfeitures	695,940	-	-	296,961	-	992,901
Contributions	303,816	-	-	247,280	-	551,096
Miscellaneous	104,143	-	-	-	-	104,143
Total revenues	<u>36,757,895</u>	<u>14,996</u>	<u>316,954</u>	<u>6,563,822</u>	<u>120,415</u>	<u>43,774,082</u>
EXPENDITURES						
<i>Current</i>						
General government	4,879,956	-	-	2,422,853	-	7,302,809
Planning and community development	1,207,521	-	-	59,572	-	1,267,093
Public safety	12,969,492	-	-	1,165,002	-	14,134,494
Public works	5,364,265	-	1,216,650	370,327	120,415	7,071,657
Social services	1,606,635	-	-	1,137,263	-	2,743,898
Parks and recreation	7,821,739	-	502,859	540,025	-	8,864,623
Miscellaneous	-	16,536	-	-	-	16,536
<i>Debt service</i>						
Principal	-	833,720	-	-	-	833,720
Interest	-	205,331	-	-	-	205,331
Total expenditures	<u>33,849,608</u>	<u>1,055,587</u>	<u>1,719,509</u>	<u>5,695,042</u>	<u>120,415</u>	<u>42,440,161</u>
Excess (deficiency) of revenues over expenditures	<u>2,908,287</u>	<u>(1,040,591)</u>	<u>(1,402,555)</u>	<u>868,780</u>	<u>-</u>	<u>1,333,921</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	121,979	1,050,000	1,250,000	30,000	-	2,451,979
Transfers out	(2,330,000)	-	-	(121,979)	-	(2,451,979)
Total other financing sources (uses)	<u>(2,208,021)</u>	<u>1,050,000</u>	<u>1,250,000</u>	<u>(91,979)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	700,266	9,409	(152,555)	776,801	-	1,333,921
Fund balances, beginning of year	<u>17,610,900</u>	<u>9,378</u>	<u>3,125,981</u>	<u>4,297,565</u>	<u>(8,178)</u>	<u>25,035,646</u>
Fund balances, end of year	<u>\$ 18,311,166</u>	<u>\$ 18,787</u>	<u>\$ 2,973,426</u>	<u>\$ 5,074,366</u>	<u>\$ (8,178)</u>	<u>\$ 26,369,567</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities For the Year Ended June 30, 2024

Net change in fund balances - total governmental funds		\$	1,333,921
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Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeds capital outlays in the current period:

Capital outlays	\$	4,695,799	
Depreciation		<u>(2,182,854)</u>	2,512,945

In the statement of activities, only the gain/loss on the disposition of capital assets is reported, whereas in the governmental funds, the entire proceeds from the sale increase financial resources. Thus, the change in net position differs from the changes in fund balances by costs of the capital assets sold less any accumulated depreciation:

Asset disposals		(705,203)	
Accumulated depreciation		<u>1,056,054</u>	350,851

A certain amount of revenues in the statement of activities does not provide current financial resources and is not reported as revenue in the governmental funds. This is the amount by which earned but not available revenue increased (decreased).

236,903

Repayment of bonds and loans payable is an expenditure in the debt service fund, but the repayment reduces noncurrent liabilities in the statement of net position.

833,720

In the statement of activities, OPEB costs are measured by the amounts earned during the year as actuarially computed. In governmental funds, however, expenditures are measured by the amount of financial resources used (essentially, the amounts actually paid). Net position differs from the changes in fund balance by the amount of accrued OPEB benefits earned.

19,371

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, such as net pension expense and compensated absences. Net pension expense and compensated absences.

Net pension expense		26,898	
Change in compensated absences		<u>(4,081)</u>	22,817
Change in net position of governmental activities			<u><u>\$ 5,310,528</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Revenues, Expenditures, and Changes in
Fund Balance – Budget and Actual – General Fund
For the Year Ended June 30, 2024

	Budgeted Amounts			Variance With Amended Budget Favorable/ (Unfavorable)
	Original	Amended	Actual	
REVENUES				
Taxes and special assessments	\$ 28,927,600	\$ 28,927,600	\$ 29,408,951	\$ 481,351
Licenses and permits	1,297,600	1,297,600	1,312,101	14,501
Intergovernmental	1,360,300	1,360,300	1,855,928	495,628
Interest	105,800	105,800	718,038	612,238
Charges for services	2,004,200	2,004,200	2,358,978	354,778
Fines and forfeitures	544,000	544,000	695,940	151,940
Contributions	136,500	136,500	303,816	167,316
Miscellaneous	114,900	114,900	104,143	(10,757)
Total revenues	<u>34,490,900</u>	<u>34,490,900</u>	<u>36,757,895</u>	<u>2,266,995</u>
EXPENDITURES				
General government	4,923,900	4,923,900	4,879,956	43,944
Planning and community development	1,437,500	1,437,500	1,207,521	229,979
Public safety	11,583,000	11,583,000	12,969,492	(1,386,492)
Public works	4,586,400	4,586,400	5,364,265	(777,865)
Social services	1,606,300	1,606,300	1,606,635	(335)
Parks and recreation	7,725,400	7,725,400	7,821,739	(96,339)
Miscellaneous	1,581,700	1,581,700	-	1,581,700
Total expenditures	<u>33,444,200</u>	<u>33,444,200</u>	<u>33,849,608</u>	<u>(405,408)</u>
Excess of revenues over expenditures	<u>1,046,700</u>	<u>1,046,700</u>	<u>2,908,287</u>	<u>1,861,587</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	1,950,000	1,950,000	121,979	(1,828,021)
Transfers out	(2,987,500)	(2,987,500)	(2,330,000)	657,500
Total other financing sources (uses)	<u>(1,037,500)</u>	<u>(1,037,500)</u>	<u>(2,208,021)</u>	<u>(1,170,521)</u>
Net change in fund balance	9,200	9,200	700,266	691,066
FUND BALANCE				
Beginning	<u>4,097,646</u>	<u>3,980,146</u>	<u>17,610,900</u>	<u>13,630,754</u>
End	<u>\$ 4,106,846</u>	<u>\$ 3,989,346</u>	<u>\$ 18,311,166</u>	<u>\$ 14,321,820</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND

Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Special Projects Fund For the Year Ended June 30, 2024

	Budgeted Amounts			Variance With Amended Budget Favorable/ (Unfavorable)
	Original	Amended	Actual	
REVENUES				
Licenses and permits	\$ 200,000	\$ 200,000	\$ 163,751	\$ (36,249)
Intergovernmental	-	-	5,206,200	5,206,200
Fines and fees	245,500	245,500	296,961	51,461
Contributions	-	-	247,280	247,280
Interest	160,000	160,000	649,630	489,630
Total revenues	605,500	605,500	6,563,822	5,958,322
EXPENDITURES				
General government	95,000	95,000	2,422,853	(2,327,853)
Planning and community development	-	-	59,572	(59,572)
Public safety	235,000	235,000	1,165,002	(930,002)
Public works	-	-	370,327	(370,327)
Social services	5,900	5,900	1,137,263	(1,131,363)
Parks and recreation	5,000	5,000	540,025	(535,025)
Miscellaneous	154,000	154,000	-	154,000
Total expenditures	494,900	494,900	5,695,042	(5,200,142)
Excess (deficiency) of revenues over expenditures	110,600	110,600	868,780	758,180
OTHER FINANCING SOURCES (USES)				
Transfers in	30,000	30,000	30,000	-
Transfers out	-	-	(121,979)	(121,979)
Total other financing sources (uses)	30,000	30,000	(91,979)	(121,979)
Net change in fund balance	140,600	140,600	776,801	636,201
FUND BALANCE				
Beginning	7,009,704	7,009,704	4,297,565	(2,712,139)
End	\$ 7,150,304	\$ 7,150,304	\$ 5,074,366	\$ (2,075,938)

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Net Position – Proprietary Fund
As of June 30, 2024

ASSETS

Current assets

Cash, cash equivalents, and investments	\$ 1,696,687
Accounts receivable	5,235
Prepaid expenses	<u>21,382</u>
Total current assets	<u>1,723,304</u>

Noncurrent assets

Deposits

Tenant deposits held in trust	<u>42,447</u>
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Capital assets

Land	150,724
Building and improvements	7,789,691
Furniture, fixtures and equipment	1,079,922
Less: Accumulated depreciation	<u>(6,595,905)</u>
Net capital assets	<u>2,424,432</u>
Total noncurrent assets	<u>2,466,879</u>
Total assets	<u>\$ 4,190,183</u>

LIABILITIES

Current liabilities

Accounts payable and accrued expenses	\$ 30,366
Unearned revenue	3,831
Tenant security deposits	<u>41,988</u>
Total current liabilities	<u>76,185</u>

NET POSITION

Net investment in capital assets	2,424,432
Unrestricted	<u>1,689,566</u>
Total net position	<u><u>\$ 4,113,998</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Revenues, Expenses, and
Changes in Fund Net Position – Proprietary Fund
For the Year Ended June 30, 2024

OPERATING REVENUES

Rental income	\$ 496,959
Tenant assistance payments	1,221,704
Other income	<u>11,466</u>
Total operating revenues	<u>1,730,129</u>

OPERATING EXPENSES

Administration	321,271
Utilities	161,101
Maintenance	511,850
Other	286,673
Depreciation	<u>232,909</u>
Total operating expenses	<u>1,513,804</u>
Operating income	<u>216,325</u>

FINANCIAL EXPENSES

Interest revenue	76,189
Interest expense-security deposits	<u>(414)</u>
Total financial expenses	<u>75,775</u>

Change in net position	292,100
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NET POSITION

Beginning	<u>3,821,898</u>
Ending	<u>\$ 4,113,998</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Cash Flows – Proprietary Fund
For the Year Ended June 30, 2024

CASH FLOWS FROM OPERATING ACTIVITIES

Rental and rental subsidy receipts	\$ 1,614,995
Other operating receipts	11,466
Payments to vendors and suppliers	(1,313,634)
Tenant security deposit receipts	65
Net cash provided by operating activities	<u>312,892</u>

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Purchase of capital assets	<u>(126,547)</u>
Net cash used in capital and related financing activities	<u>(126,547)</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received	<u>75,775</u>
Net cash provided by investing activities	<u>75,775</u>

Net increase in cash, cash equivalents, and investments and restricted cash 262,120

Cash, cash equivalents, and investments and restricted cash:	
Beginning of year	<u>1,477,014</u>
End of year	<u><u>\$ 1,739,134</u></u>

RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES

Operating income	\$ 216,325
<i>Adjustments to reconcile operating income to net cash provided by operating activities</i>	
Depreciation	232,909
<i>Effects of changes in operating assets and liabilities</i>	
Accounts receivable	(3,777)
Prepaid expenses	(2,325)
Accounts payable and accrued expenses	(30,414)
Unearned revenue	(99,891)
Tenant security deposits	65
Net cash provided by operating activities	<u><u>\$ 312,892</u></u>

Cash, cash equivalents, and investments	\$ 1,696,687
Tenant deposits held in trust	<u>42,447</u>
Total cash, cash equivalents, and investments and restricted cash	<u><u>\$ 1,739,134</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Fiduciary Net Position – Fiduciary Fund
As of June 30, 2024

ASSETS

Cash, cash equivalents, and investments	\$ 10,950
Due from other funds	<u>618,132</u>
Total assets	<u>629,082</u>

NET POSITION

Fiduciary net position - restricted for other organizations	<u>629,082</u>
Total fiduciary net position	<u>\$ 629,082</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GREENBELT, MARYLAND
Statement of Changes in Fiduciary Net Position –
Proprietary Fund
For the Year Ended June 30, 2024

ADDITIONS

Contributions	\$ 244,475
Total additions	244,475

DEDUCTIONS

Program expenses	120,386
Increase in net position	124,089
Net position, beginning of year	504,993
Net position, end of year	\$ 629,082

The accompanying notes are an integral part of these financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

CITY OF GREENBELT, MARYLAND

Notes to Financial Statements

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NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Greenbelt, Maryland (the "City") was incorporated June 1, 1937, under the provisions of the State of Maryland Public Local Law, Article 17, Section 631, 1937, Chapter 532 as amended by Section 1, 1949, Chapter 583. The City operates under a Council-Manager form of government and provides the following services as authorized by its charter: public safety (police, traffic, engineering, code enforcement, and animal control), public works (street maintenance and waste collection), social services, recreation and parks, public improvements, elderly housing, planning and general administrative services.

The City's financial statements are prepared in accordance with the Codification of Governmental Accounting and Financial Reporting Standards ("Codification") as promulgated by the Governmental Accounting Standards Board ("GASB"). The following is a summary of the significant accounting policies followed in the preparation of the basic financial statements:

Reporting Entity

In accordance with the Codification of Governmental Accounting and Financial Reporting Standards, the basic financial statements include all funds, organizations, agencies, boards, commissions and authorities for which the City is financially accountable. The City has also considered all other potential organizations for which the nature and significance of their relationships with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. GASB has set forth criteria to be considered in determining financial accountability. These criteria include appointing a majority of the organization's governing body, and 1) the ability of the City to impose its will on that organization, or 2) the potential for that organization to provide specific benefits to or impose specific financial burdens on the City. Based on these criteria, there are no other organizations or agencies which should be included in these basic financial statements.

Government-wide and Fund Financial Statements

Government-wide Financial Statements

The government-wide financial statements report information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Government-wide and Fund Financial Statements *(continued)*

Statement of Net Position

This statement is designed to display the financial position of the City as of year-end. Governmental activities are reported on a consolidated basis and are reported on a full accrual, economic resources basis, which recognizes all long-term assets, including infrastructure as well as long-term debt and obligations. The City's net position is reported in three categories: 1) net investment in capital assets, 2) restricted, and 3) unrestricted.

Statement of Activities

This statement demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not included among program revenues are reported as general revenues. The City does not allocate indirect expenses.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Since by definition fiduciary funds' assets are being held for the benefit of a third party and cannot be used to satisfy obligations of the City, they are not incorporated into the government-wide financial statements.

General Fund Budget-to-Actual Comparison Statement

Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public. Many citizens participate in the process of establishing the annual budgets of state and local governments and have a keen interest in following the financial progress of their governments over the course of the year. For this reason, the City has chosen to make its General Fund budget-to-actual comparison statement part of the basic financial statements. The City and many other governments revise their original budgets over the course of the year for a variety of reasons; as a result, both the original adopted budget and the final amended budget have been reflected in this statement.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance/net position, revenues, and expenditures or expenses, as appropriate. The City has the following funds:

Governmental Fund Types

Governmental fund types are those funds through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are paid; and the difference between governmental fund assets and liabilities, the fund equity, is referred to as "fund balance." The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The City reports the following major governmental fund types:

General Fund

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The Debt Service Fund was established July 1, 1995, and is used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment. While the fund does not meet the criteria set forth by the Codification, the City has elected to present the Debt Service Fund as a major fund, due to public interest.

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources to be used for acquisition or construction of major capital facilities (other than those financed by the Proprietary Funds and Trust Funds).

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Fund Accounting *(continued)*

Special Projects Fund

Special Revenue Funds are a governmental fund type used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes. The Special Projects Fund accounts for financial resources used to fund the City's COVID-19 relief programs funded by ARPA funds.

Nonmajor Governmental Fund

The City's nonmajor governmental fund is included in this group and includes the Community Development Block Grant fund.

Proprietary Fund Types

The Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, in which the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The operations of the Green Ridge House, a City-owned elderly housing facility, are accounted for in this fund.

Fiduciary Fund Types

Custodial Funds are used to account for assets held by the City as an agent for organizations that desire assistance from the City to help residents with rent payments, visitors in need of food or temporary shelter, the local volunteer fire department with equipment purchases, and recognizing Greenbelt students and teachers for exemplary work. These Custodial Funds are reported using the economic resources measurement focus and the accrual basis of accounting.

Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement Focus and Basis of Accounting *(continued)*

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenditures recorded and the availability criteria. In the other, monies are virtually unrestricted as to purpose of expenditure, and are usually revocable only for failure to comply with prescribed requirements. These resources are reflected as revenues at the time of receipt, or earlier if the susceptible to accrual criteria are met.

Licenses and permits, fines and forfeitures, charges for sales and services, and miscellaneous revenues are generally recorded as revenue when received in cash, because they are generally not measurable until actually received. In the category of use of money and property, property rentals are recorded as revenue when received in cash, but investment earnings are recorded as earned, since they are measurable and available.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement Focus and Basis of Accounting *(continued)*

Property taxes are recognized as a receivable at the time they are levied. The City's property tax is levied on property values as assessed on January 1, billed on July 1, and payable either by September 30, or in two equal installments on September 30 and December 31. Property taxes are attached as an enforceable lien on the underlying properties as of the succeeding June 1 and are thereafter sold at public auction. Prince George's County, Maryland bills and collects property taxes for the City and remits cash collections to the City once a month. Property taxes are considered available if received within 60 days of year-end. Delinquent taxes receivable not received within 60 days of year-end are reflected as earned but not available revenue and are recognized at date of receipt. The City's personal property tax rate for the collection year ended June 30, 2024 was \$1.7225 per \$100 of assessed valuation. The City's real estate tax rate for the year ended June 30, 2024 was \$0.8275 per \$100 of assessed valuation.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General, Special Revenue, Debt Service, and the Capital Projects Funds. Encumbrances outstanding at year end are reported as assignment of fund balances since they do not constitute expenditures or liabilities; see Note 9 for further details. Encumbrances lapse at the end of the fiscal year.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Budgetary Data

The budget of the General Fund is prepared on the same basis as that used to account for the historical financial data in accordance with accounting principles generally accepted in the United States of America.

The following funds incurred expenditures in excess of appropriations in the following amounts for the year ended June 30, 2024:

General fund

Public Safety	\$	1,386,492
Public Works	\$	777,865
Social Services	\$	335
Parks and recreation	\$	96,339
Debt service fund	\$	2,487
Special projects fund	\$	5,200,142

A large part of the budget variances for public safety and public works was caused by reclassification of miscellaneous expenditures into those functional categories, whereas the budget amounts were not amended to reflect those reclassifications.

Cash, Cash Equivalents, and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less. Short-term investments are stated at amortized cost and consist of investments in the Maryland Local Government Investment Pool ("MLGIP"). In order to maximize investment interest income, cash amounts in all governmental funds that are available for longer periods of investment are invested on a pooled basis. Investments are stated at cost, which approximates fair value.

Receivables

Accounts receivable are carried at original invoice amount, less an estimate made for doubtful receivables based on a review of all outstanding amounts on a monthly basis. Management determines the allowance for doubtful accounts by regularly evaluating individual customer receivables and considering a customer's financial condition, credit history, and current economic conditions. As of June 30, 2024, management has provided for an allowance for delinquent property taxes in the amount of \$403,179. Accounts receivable are written off when deemed uncollectible. Recoveries of accounts receivable previously written off are recorded when received.

An account receivable is considered to be past due if any portion of the receivable balance is outstanding for more than 30 days. Interest is charged on accounts receivable that are outstanding for more than 30 days and is recognized as charged.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Prepaid Items

Disbursements to vendors for services that will benefit periods beyond June 30, 2024, along with payments made to creditors in advance of due dates, are recorded as prepaid items. The fund balance related to prepaid items is classified as nonspendable. These items are recorded as expenses/expenditures when consumed.

Deferred Inflows

Deferred inflows are the acquisition of net assets by the government that is applicable to a future reporting period and so will not be recognized as an inflow of resources (revenue) until then. One item which qualifies for reporting in this category, which arises only under the modified accrual basis of accounting, is unavailable revenue. Accordingly, it is only reported in the governmental funds balance sheet. The City reports unavailable revenues from income taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The City had governmental fund deferred inflows of \$1,913,421 relating to income taxes and government-wide deferred inflows of \$1,764,699 relating to the City's proportionate share of the Maryland State Retirement and Pension System's (the "System") net pension liability (see Note 12) and \$632,033 relating to the City's OPEB liability (see Note 13) at June 30, 2024.

Inventory

Inventory presented in the General Fund is stated at cost using the first-in/first-out method and consists of supplies used by the Department of Public Works and uniforms for the Police Department. The fund balance related to inventory is classified as nonspendable. Inventory is expensed when consumed.

Capital Assets

Capital assets include property, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items). They are recorded at historical or at estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their acquisition value. Capital assets are defined by the City as assets with an initial, individual cost of \$1,000 or greater and an estimated useful life in excess of one year.

Capital assets are depreciated using the straight-line method over the following estimated useful lives (in years):

Buildings	15-40	Cars and light trucks	10-20
Building improvements	10-40	Furniture and equipment	5-40
Road surface	20-30	Computer equipment	5-10
Other infrastructure	50		

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Capital Assets *(continued)*

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized; they are charged to operations when incurred. Betterments and major improvements that significantly increase values, change capacities or extend useful lives are capitalized.

Deferred Outflows

Deferred outflows are the consumption of net assets by the government that is applicable to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City had deferred outflows of \$7,468,181 relating to the City's proportionate share of the System's net pension liability (see Note 12) and \$194,282 related to the City's OPEB liability (see Note 13) at June 30, 2024.

Unearned Revenue

Governmental funds, along with proprietary funds, also defer revenue recognition in connection with resources that have been received, but not yet earned. At June 30, 2024, the General Fund, Special Projects Fund and Enterprise Fund reported \$74,975, \$6,261,945 and \$3,831, respectively, of unearned revenue.

Interfund Transactions

The following is a description of the two basic types of interfund transactions made during the year and related accounting policies:

1. Transactions to reimburse a fund for expenditures made by it or for the benefit of another fund.

These transactions are recorded as expenditures in the disbursing fund and as a reduction of expenditures in the receiving fund.

2. Transactions to shift revenues or contributions from the fund budgeted to receive them to the fund budgeted to expend them. These transactions are recorded as transfers in and out.

Compensated Absences

As of June 30, 2024, the liability to City employees for accrued vacation, sick leave, and compensatory time was \$1,434,379, \$364,432, and \$305,860, respectively, based on the salary and wage rates in effect at that date.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Fund Balance

Governmental fund types report fund balances in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. In the governmental fund financial statements, the City classifies governmental fund balances as follows:

- The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained.
- Restricted fund balances are amounts that are restricted to specific purposes when the constraints are externally imposed by creditors, grantors, contributors or laws and regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.
- Committed fund balances are amounts that can only be used for specific purposes. The City Council must approve a resolution in order to establish a fund balance commitment, as well as approve the elimination of a fund balance commitment.
- Assigned fund balances are amounts that are constrained by the City's intent to be used for specific purposes but are neither restricted nor committed. As prescribed by the City Code, the City Manager and City Treasurer have the authority to establish or eliminate a fund balance assignment.
- Unassigned fund balance is the residual classification for the General Fund. The General fund is the only fund to report a positive Unassigned fund balance.

The City first considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. When unrestricted amounts are considered to have been spent, the City considers committed amounts first, then assigned, and finally unassigned when an expenditure is incurred for which amounts in any of those unrestricted fund balance classifications could be used.

Net Position

In the government-wide financial statements, net position equals assets plus deferred outflows of resources less liabilities and deferred inflows of resources and is classified in the following categories:

- Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Net Position *(continued)*

- Net investment in capital assets excludes unspent debt proceeds.
- Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.
- Unrestricted - all other net position is reported in this category.

The City first applies restricted resources when an expense is incurred, for purposes for which both restricted and unrestricted net position is available.

Subsequent Events

The City evaluated subsequent events through November 29, 2024, which represents the date the financial statements were available to be issued.

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

The City follows these procedures in establishing the operating and capital budgetary data reflected in the financial statements:

1. At or before the first Council meeting in April, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to June 10, the budget is legally enacted through passage of an ordinance.
4. The City Manager is authorized to transfer budgeted line items only within a functional level of a fund. However, any budget transfers between functional levels or between funds or any revision that alters total expenditures of any fund must be approved by the City Council.
5. Formal budgetary integration is employed as a management control device during the year for the General, Special Revenue, Debt Service, and Capital Projects Funds.
6. Budgets were legally adopted by the City Council for the General, Debt Service, Capital Projects, and all Special Revenue Funds.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY *(continued)*

7. The budgets are adopted on a basis consistent with generally accepted accounting principles.
8. Budgeted amounts for the year ended June 30, 2024, are as originally adopted or as amended by the City Council.
9. Expenditures may not legally exceed appropriations for the General Fund at the functional level.
10. All appropriations in other funds, for which an annual budget was approved, are budgeted at the fund level.

NOTE 3 CASH, CASH EQUIVALENTS, AND INVESTMENTS CASH ON HAND

At year-end, cash on hand for petty cash, cash over short and change funds was \$4,014.

Deposits

Custodial credit risk

Custodial credit risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned to it. Maryland State Law prescribes that local government units such as the City must deposit its cash in banks transacting business in the State of Maryland, and that such banks must secure any deposits in excess of Federal Deposit Insurance Corporation insurance levels with collateral whose market value is at least equal to the deposits. As of June 30, 2024, all of the City's deposits were either covered by federal depository insurance or were covered by collateral held by the City's agent in the City's name. At June 30, 2024, \$33,745,610 of the City's deposits were collateralized by securities held by the pledging financial institution.

Investments

Credit Risk

The Mayor and Council of Greenbelt recognize that their authority to invest the public funds of the City derives from Section 6-222 of the State of Maryland's Finance and Procurement Article, as well as Article 95, Section 22-22N of the annotated Code of Maryland.

NOTE 3 CASH, CASH EQUIVALENTS, AND INVESTMENTS CASH ON HAND
(continued)

Investments *(continued)*

Credit Risk (continued)

Authority to invest City funds in compliance with provisions of these State statutes is delegated to the City Treasurer. Permissible investments include (a) obligations for which the United States has pledged its faith and credit for principal and interest, (b) obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, (c) a repurchase agreement collateralized in an amount not less than 102% of the principal amount by an obligation of the United States, its agencies or instrumentalities, (d) bankers; acceptances guaranteed by a financial institution with a short-term debt rating in the highest letter and numerical rating by at least either the United States Securities and Exchange Commission or the Treasurer. Please see Section 6-222 of the State of Maryland's Finance and Procurement Article for full text.

The City follows Governmental Accounting Standards Board Statement 79, *Certain External Investment Pools and Pool Participants*, which requires disclosure of specific criteria regarding external investment pools. The City maintains a cash and investment pool that is available for use by all funds. The City is governed by the deposit and investment limitations of Maryland law. The City is a participant in the Maryland Local Government Investment Pool ("MLGIP"), which provides all local government units of the state an investment vehicle for short-term investment of funds. The MLGIP is rated "AAAm" by Standard and Poor's (its highest rating). The State Legislature created MLGIP with the passage of Article 95 22G, of the Annotated Code of Maryland. The MLGIP, under the administrative control of the State Treasurer, has been managed by a single financial institution. A MLGIP Advisory Committee of current participants' reviews, on a quarterly basis, the activities of the fund and provides suggestions to enhance the pool. The fair value of the pool is the same as the value of the pool shares. The pool is managed in a "Rule 2(a)-7 like" manner and is reported at amortized cost pursuant to Rule 2(a)-7 under the Investment Company Act of 1940 at \$1 per share value. A publicly available financial report that includes financial statements and required supplemental information for the MLGIP can be obtained in writing from: Maryland Local Government Investment Pool; c/o PNC Institutional Investments Group; One East Pratt Street; Baltimore, Maryland, 21202; by calling 1-800-492-5160, or the website, www.mlgip.com.

As of June 30, 2024, the City had \$28,822,232 held in MLGIP, of which \$25,075,062 has been reflected as cash, cash equivalents and investments of the General Fund, \$1,678,718 which has been reflected as cash, cash equivalents and investments of the Enterprise Fund, \$2,057,502 which has been reflected as cash, cash equivalents and investments in the Capital Projects Fund and \$10,950 which has been reflected as cash, cash equivalents and investments of the Fiduciary Fund.

NOTE 3 CASH, CASH EQUIVALENTS, AND INVESTMENTS CASH ON HAND
(continued)

Investments *(continued)*

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments in the MLGIP are highly liquid and consist of first tier commercial paper, first tier repurchase agreements, money market mutual funds, first tier bankers' acceptances, and U.S. Government obligations with maturities of 50 days or fewer when purchased. As such the City is not exposed to interest rate risk on investments.

Custodial Credit Risk

Custodial credit risk for investments is the risk that in the event of failure of the counterparty to a transaction, the City will not recover the value of the investment or collateral securities that are in the possession of an outside party. The City does not have any custodial credit risk associated with investments.

Restricted Cash

In connection with the City's 2019 special obligation bond, the City is required to maintain various cash accounts to be held and used for the purpose of paying monthly debt service and other obligations of the special taxing district. As of June 30, 2024, the balance of these accounts was \$1,055,322, which has been reflected as restricted cash and cash equivalents.

The City maintains an economic development reserve which is held in the special projects fund. As of June 30, 2024, the balance of this account was \$194,030, which has been reflected as restricted cash and cash equivalents.

The Enterprise Fund maintains a separate cash account to hold all security deposit funds received from tenants. As of June 30, 2024, the balance of this account was \$42,447, which has been reflected as restricted cash and cash equivalents.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 3 CASH, CASH EQUIVALENTS, AND INVESTMENTS CASH ON HAND
(continued)

Reconciliation of Cash, Cash Equivalents and Investments as Shown on the Statement of Net Position

Cash on hand	\$ 4,014
Carrying amount of deposits	4,024,783
Carrying amount of investments	<u>28,822,232</u>
Total cash, cash equivalents and investments	32,851,029
Less: Fiduciary funds	<u>(10,950)</u>
Total cash, cash equivalents and investments per Statement of Net Position	\$ <u>32,840,079</u>
Cash and cash equivalents	\$ 4,017,847
Investments	<u>28,822,232</u>
Total cash, cash equivalents and investments per Statement of Net Position	\$ <u>32,840,079</u>

NOTE 4 RECEIVABLES

Receivables at June 30, 2024, consist of the following:

	Governmental Activities				Business-Type Activities	Total
	General	Capital Projects Fund	Special Projects Fund	Nonmajor Governmental Funds		
<i>Receivables</i>						
Waste and recycling	\$ 217,827.00	\$ -	\$ -	\$ -	\$ -	\$ 217,827
Taxes, net of retrospective abatements	265,793	-	-	-	-	265,793
Verizon and Comcast	63,048	-	38,922	-	-	101,970
Other	450,354	8,982	48,464	-	5,235	513,035
	<u>\$ 997,022</u>	<u>\$ 8,982.00</u>	<u>\$ 87,386</u>	<u>\$ -</u>	<u>\$ 5,235</u>	<u>\$ 1,098,625</u>
<i>Due from other governments</i>						
County	\$ 728,634.00	\$ 89,280.00	\$ -	\$ -	\$ -	\$ 817,914
State	2,785,455	-	-	-	-	2,785,455
Federal	60,364	-	-	120,416	-	180,780
	<u>\$ 3,574,453</u>	<u>\$ 89,280</u>	<u>\$ -</u>	<u>\$ 120,416.00</u>	<u>\$ -</u>	<u>\$ 3,784,149</u>

NOTE 5 UNAVAILABLE AND UNEARNED REVENUES

Governmental funds report advanced revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds and governmental activities also defer revenue recognition in connection with resources that have been received but not earned.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 5 UNAVAILABLE AND UNEARNED REVENUES *(continued)*

At June 30, 2024, the unavailable and unearned revenue reported in the governmental funds were as follows:

	<u>Unavailable</u>	<u>Unearned</u>	<u>Total</u>
Income taxes, General Fund	\$ 1,913,421	\$ -	\$ 1,913,421
Fees, General Fund	-	74,975	74,975
Grants (ARPA), Special Projects Fund	-	6,261,945	6,261,945
	<u>\$ 1,913,421</u>	<u>\$ 6,336,920</u>	<u>\$ 8,250,341</u>

NOTE 6 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund balances result from the time lag between the dates that 1) interfund goods and services are provided or reimbursable expenditures occur, 2) transactions are recorded in the accounting system, and 3) payments between funds are made. Interfund receivables and payables are noninterest bearing and are normally settled in the subsequent period. At June 30, 2024, interfund receivable and payable balances are as follows:

<u>Fund</u>	<u>Due From</u>	<u>Due To</u>
General	\$ 2,107,516	\$ (14,103,365)
Debt service	-	(897,527)
Special projects	11,312,042	-
Capital projects	1,091,797	-
Nonmajor governmental	-	(128,595)
Custodial	618,132	-
	<u>\$ 15,129,487</u>	<u>\$ (15,129,487)</u>

Interfund transfers for the year ended June 30, 2024, consisted of transfers in the City's normal course of business as follows:

	<u>Fund</u>				
	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Special Projects</u>	<u>Total</u>
Transfers In	\$ 121,979	\$ 1,050,000	\$ 1,250,000	\$ 30,000	\$ 2,451,979
Transfers Out	(2,330,000)	-	-	(121,979)	(2,451,979)
	<u>\$ (2,208,021)</u>	<u>\$ 1,050,000</u>	<u>\$ 1,250,000</u>	<u>\$ (91,979)</u>	<u>\$ -</u>

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 6 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (continued)

The \$121,979 transfer by the Special Projects Fund to the General Fund was used to manage fund balance. The \$1,050,000 transfer by the General Fund to the Debt Service Fund was used to pay the City's bonded debt. The \$30,000 transfer by the General Fund to the Special Projects Fund was used to fund a revolving loan account available to Greenbelt businesses. The \$1,250,000 transfer by the General Fund to the Capital Projects Fund was used to fund various capital projects.

NOTE 7 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2024 is as follows:

	<u>Balance, July 1, 2023</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance, June 30, 2024</u>
GOVERNMENTAL ACTIVITIES				
<i>Capital assets not being depreciated</i>				
Land and land improvements	\$ 6,443,282	\$ 225,818	\$ -	\$ 6,669,100
Construction in progress	<u>778,249</u>	<u>200,197</u>	<u>(778,249)</u>	<u>200,197</u>
	<u>7,221,531</u>	<u>426,015</u>	<u>(778,249)</u>	<u>6,869,297</u>
<i>Capital assets being depreciated</i>				
Infrastructure	24,988,547	2,163,154	-	27,151,701
Buildings	22,218,564	-	-	22,218,564
Improvements other than buildings	7,161,988	751,238	(71,453)	7,841,773
Machinery and other equipment	<u>13,141,172</u>	<u>1,985,267</u>	<u>(485,377)</u>	<u>14,641,062</u>
	<u>67,510,271</u>	<u>4,899,659</u>	<u>(556,830)</u>	<u>71,853,100</u>
<i>Accumulated depreciation for</i>				
Infrastructure	(10,004,882)	(849,239)	-	(10,854,121)
Buildings	(9,469,977)	(345,097)	-	(9,815,074)
Improvements other than buildings	(2,911,668)	(233,979)	68,068	(3,077,579)
Machinery and other equipment	<u>(9,197,381)</u>	<u>(754,540)</u>	<u>987,991</u>	<u>(8,963,930)</u>
	<u>(31,583,908)</u>	<u>(2,182,855)</u>	<u>1,056,059</u>	<u>(32,710,704)</u>
Governmental activities capital assets, net	<u>\$ 43,147,894</u>	<u>\$ 3,142,819</u>	<u>\$ (279,020)</u>	<u>\$ 46,011,693</u>
	<u>Balance, July 1, 2023</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance, June 30, 2024</u>
BUSINESS-TYPE ACTIVITIES				
<i>Capital assets not being depreciated</i>				
Land	\$ 150,724	\$ -	\$ -	\$ 150,724
<i>Capital assets being depreciated</i>				
Building and improvements	7,704,644	85,047	-	7,789,691
Furniture, fixtures and equipment	<u>1,038,422</u>	<u>41,500</u>	<u>-</u>	<u>1,079,922</u>
	<u>8,743,066</u>	<u>126,547</u>	<u>-</u>	<u>8,869,613</u>
<i>Accumulated depreciation for</i>				
Building and improvements	(5,369,430)	(203,820)	-	(5,573,250)
Furniture, fixtures and equipment	<u>(993,566)</u>	<u>(29,089)</u>	<u>-</u>	<u>(1,022,655)</u>
	<u>(6,362,996)</u>	<u>(232,909)</u>	<u>-</u>	<u>(6,595,905)</u>
Business-type activities capital assets, net	<u>\$ 2,530,794</u>	<u>\$ (106,362)</u>	<u>\$ -</u>	<u>\$ 2,424,432</u>

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 7 CAPITAL ASSETS (continued)

Depreciation expense was charged in the Statement of Activities for the year ended June 30, 2024 as follows:

Governmental activities

General government	\$	76,360
Planning and community development		10,028
Public safety		429,203
Public works		983,979
Social services		2,833
Parks and recreation		680,452
	<u>\$</u>	<u>2,182,855</u>

Management has evaluated the useful lives of all capital assets and has determined that no change is necessary at this time.

NOTE 8 LONG-TERM LIABILITIES

Long-term liability activity as of and for the year ended June 30, 2024 is as follows:

	<u>Balance July 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2024</u>	<u>Amounts Due Within One Year</u>
<i>Governmental activities</i>					
General obligation bonds and loans	\$ 4,390,855	\$ -	\$ (555,107)	\$ 3,835,748	\$ 560,366
TIF special obligation bonds	5,292,886	-	(278,613)	5,014,273	287,775
Compensated absences	2,100,590	2,254,505	(2,250,424)	2,104,671	1,450,952
Net OPEB liability	1,507,478	-	(527,948)	979,530	-
Net pension liability	17,923,631	2,771,340	-	20,694,971	-
	<u>\$ 31,215,440</u>	<u>\$ 5,025,845</u>	<u>\$ (3,612,092)</u>	<u>\$ 32,629,193</u>	<u>\$ 2,299,093</u>

The compensated absences liability, net pension liability, and net OPEB liability attributable to governmental activities will be liquidated solely by the General Fund.

General obligation bonds payable relating to governmental activities at June 30, 2024 consist of the following:

\$1,782,851 Refunding Bond of 2020A, refunding the 2011 Bond, payable semi-annually on December 1 and June 1, including interest at 0.85%; due December 2026.	<u>\$</u>	<u>654,717</u>
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CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 8 LONG-TERM LIABILITIES *(continued)*

Maturities and interest requirements of this general obligation bond payable relating to governmental activities as of June 30, 2024 are as follows:

<u>Years Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 300,247	\$ 4,289	\$ 304,536
2026	302,810	1,726	304,536
2027	51,660	220	51,880
	<u>\$ 654,717</u>	<u>\$ 6,235</u>	<u>\$ 660,952</u>

General obligation pension refunding bond payable relating to governmental activities at June 30, 2024, consists of the following:

Pension Refunding Bond of 2020B, payable semi-annually on December 1 and June 1 including interest at 1.40%; due December 2033.

\$ 1,686,144

Maturities and interest requirements of the general obligation pension refunding bond relating to governmental activities as of June 30, 2024 are as follows:

<u>Years Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 169,439	\$ 22,420	\$ 191,859
2026	171,827	20,031	191,858
2027	174,250	17,609	191,859
2028	176,707	15,152	191,859
2029	179,198	12,661	191,859
2030 - 2034	814,723	25,525	840,248
	<u>\$ 1,686,144</u>	<u>\$ 113,398</u>	<u>\$ 1,799,542</u>

Maryland Water Quality Financing Administration loan payable used to finance reconstruction of the Greenbelt Lake Dam.

\$1854010 Maryland Water Quality Financing Administration loan, payable in annual installments of \$96,481, including interest at .4%; due February 2040.

\$ 1,494,866

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 8 LONG-TERM LIABILITIES *(continued)*

Maturities and interest requirements of this loan payable relating to governmental activities as of June 30, 2024 are as follows:

<u>Years Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 90,680	\$ 5,980	\$ 96,660
2026	91,043	5,617	96,660
2027	91,407	5,253	96,660
2028	91,773	4,887	96,660
2029	92,140	4,520	96,660
2030 - 2034	466,258	17,042	483,300
2035 - 2039	475,658	7,642	483,300
2040 - 2041	95,927	384	96,311
	<u>\$ 1,494,886</u>	<u>\$ 51,325</u>	<u>\$ 1,546,211</u>

Special obligation bonds payable relating to governmental activities at June 30, 2024, consist of the following:

On April 1, 2019, the City issued \$6,367,158 of Special Obligation Bonds (Greenbelt Station Project) 2019 Series. The bond proceeds are being used to finance the construction of roads, intersections, related water, sewer and storm water improvements and the acquisition of easements and to pay bond issuance costs associated with the Greenbelt Station development, which has been established as a special taxing district. These bonds are not general obligation bonds of the City; rather they are special obligations of the City payable from the incremental real property taxes collected on the Greenbelt Station Special Taxing District (tax increment financing or TIF).

\$6,367,158 special obligation bonds 2019 series registered to Fulton Bank, payable in monthly installments of \$37,166 including interest at 3.24%; due June 2038.

\$ 5,014,274

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 8 LONG-TERM LIABILITIES *(continued)*

Maturities and interest requirements of the special obligation bonds payable relating to governmental activities as of June 30, 2024 are as follows:

<u>Years Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 287,775	\$ 158,214	\$ 445,989
2026	297,239	148,750	445,989
2027	307,013	138,976	445,989
2028	317,110	128,879	445,989
2029	327,538	118,451	445,989
2030 - 2034	1,806,520	423,424	2,229,944
2035 - 2038	1,671,079	112,876	1,783,955
	<u>\$ 5,014,274</u>	<u>\$ 1,229,570</u>	<u>\$ 6,243,844</u>

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 9 GOVERNMENTAL FUND BALANCES

Governmental fund balances at June 30, 2024 are summarized as follows:

	General Fund	Debt Service Fund	Capital Projects Fund	Special Projects Fund	Nonmajor Governmental Funds	Total
FUND BALANCES						
<i>Nonspendable</i>						
Prepaid items	\$ 115,388	\$ -	\$ -	\$ -	\$ -	\$ 115,388
Inventory	68,472	-	-	-	-	68,472
	<u>183,860</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>183,860</u>
<i>Restricted</i>						
Restricted cash	-	18,787	139,008	194,030	-	351,825
Restricted grants	-	-	-	3,161,528	-	3,161,528
	<u>-</u>	<u>18,787</u>	<u>139,008</u>	<u>3,355,558</u>	<u>-</u>	<u>3,513,353</u>
<i>Committed</i>						
Rainy day	5,077,442	-	-	-	-	5,077,442
Budget stabilization	1,692,480	-	-	-	-	1,692,480
Capital reserve	350,133	-	-	-	-	350,133
Cemetery maintenance	109,418	-	-	-	-	109,418
Equipment replacement	395,620	-	-	-	-	395,620
Greenbelt West	-	-	2,584,904	-	-	2,584,904
	<u>7,625,093</u>	<u>-</u>	<u>2,584,904</u>	<u>-</u>	<u>-</u>	<u>10,209,997</u>
<i>Assigned</i>						
Special revenue	67,033	-	-	-	-	67,033
General government	18,000	-	-	178,661	-	196,661
Public safety	236	-	-	-	-	236
Public works	-	-	235,564	571,971	-	807,535
Parks and recreation	17,278	-	13,950	968,176	-	999,404
Building capital	55,243	-	-	-	-	55,243
Real estate tax abatements	2,100,000	-	-	-	-	2,100,000
	<u>2,257,790</u>	<u>-</u>	<u>249,514</u>	<u>1,718,808</u>	<u>-</u>	<u>4,226,112</u>
Unassigned (deficit)	8,244,423	-	-	-	(8,178)	8,236,245
Total fund balances	\$ 18,311,166	\$ 18,787	\$ 2,973,426	\$ 5,074,366	\$ (8,178)	\$ 26,369,567

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 9 GOVERNMENTAL FUND BALANCES *(continued)*

As of June 30, 2024, the significant restricted balance is for the following:

- Restricted grants - ARPA funds received to cover COVID-19 assistance programs for residents, businesses and other Greenbelt-located or serving entities in need.

As of June 30, 2024, the committed balances are for the following:

- Rainy day funds are only available 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.
- Budget stabilization funds are available to help offset any revenue or expenditure fluctuation that may occur in any given fiscal year. Such funds are to be utilized before any draws can be made on rainy day funds.
- Monies in the capital reserve are available for payment of debt service that was incurred for capital projects or to directly fund capital expenditures.
- Cemetery maintenance can be expended only for major renovations to the City's cemetery.
- Equipment replacement is set aside to purchase new equipment city-wide, e.g., police vehicles or refuse trucks.
- Greenbelt West represents developer payments that must be used to improve the Greenbelt Station community adjacent to the Metro station.

As of June 30, 2024, the significant assigned balance is for the following:

- Real estate tax abatements represent future allowances for tax assessment appeals by residents and businesses.

NOTE 10 RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and related disasters.

The City is a capital member of the Local Government Insurance Trust ("LGIT") sponsored by the Maryland Municipal League ("MML"), and the Maryland Association of Counties. LGIT is a self-insured public entity risk pool offering general liability, excess liability, business auto liability, police legal liability, public official liability, environmental liability, and property coverage.

NOTE 10 RISK MANAGEMENT *(continued)*

LGIT is capitalized at an actuarially determined level to provide financial stability for its local government members and to reduce the possibility of assessments. LGIT is owned by the participating counties and cities and managed by a Board of Trustees elected by the members. Annual premiums are assessed for the various policy coverage. During fiscal year 2024, the City paid premiums of \$283,066 to LGIT. The agreement for the formation of LGIT provides that the Trust will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of annual premiums. Settled claims, if any, resulting from these risks, have not exceeded commercial insurance coverage in the past three fiscal years.

NOTE 11 DEFINED CONTRIBUTION PLANS

Savings Plans

457 Deferred Compensation Plan

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. Participation in the plan is optional. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. In accordance with the provisions of IRC Section 457(g), assets of the plan are in trust for the exclusive benefit of participants and their beneficiaries. The City does not own the amounts deferred by employees, or the related income on those amounts. Accordingly, the assets and the liability for the compensation deferred by plan participants, including earnings on plan assets, are not reflected in the City's basic financial statements.

401(A) Money Purchase Plan

The City has established a 401(a) Money Purchase Plan. All classified and appointed employees are eligible to participate. Under the plan, the City will contribute 7.5% of gross salary to the 401(a) Money Purchase Plan. Currently, those employees covered by the collective bargaining agreement with the Fraternal Order of Police Lodge No 32 do not receive this contribution per the agreement. The City's cost to fund the 401(a) Money Purchase Plan in fiscal year 2024 was \$874,312. Employees become fully vested after one year of service. All amendments to the City of Greenbelt's 401(a) Money Purchase Plan must be approved by the Greenbelt City Council.

It is the opinion of the City's legal counsel that the City has no liability for losses under these plans but does have the duty of due care that would be required of an ordinary prudent investor. Investments are managed by ICMA under one or a combination of various investment options. The choice of the investment option is made by the participant. Plan assets and related earnings are not reflected in the City's basic financial statements.

NOTE 12 RETIREMENT PLANS

Pension Plans

The City adopted GASB No. 68, *Accounting and Financial Reporting for Pensions* ("GASB 68") during the year ended June 30, 2015. The City participates in the Maryland State Retirement and Pension System (the "System") and qualifies as a Participating Governmental Unit ("PGU") in the plan. The State Retirement Agency (the "Agency") is the plan administrator and fiduciary for the plan. GASB No. 68 requires that a PGU recognize its proportionate share of the System's net pension liability (*i.e.*, unfunded pension liability) and pension expense. The System is comprised of the Teachers' Retirement and Pension Systems, Employees' Retirement and Pension Systems, State Police Retirement Pension System, Judges' Retirement System, and the Law Enforcement Officers' Pension System ("LEOPS"). The City's employees participate in both the Employees' Retirement and Pension Systems ("ECS") and the Law Enforcement Officers' Pension System. The City's proportionate share is based on total System contributions and approximates 0.0895% (0.0387% for employees participating in ECS and 0.0508% for employees participating in LEOPS, respectively) as of the measurement date of June 30, 2022.

The City's employees who participate in ECS were required to contribute five or seven percent of their earnable compensation depending on the retirement option selected, as stipulated by the System. The City's employees who participate in LEOPS were required to contribute four, five or seven percent of their earnable compensation depending on the retirement option selected, as stipulated by the System. The City contributed \$2,621,417 (\$1,112,993 for ECS and \$1,508,424 for LEOPS) to the System for fiscal year 2024 which was actuarially determined based on statutory provisions. The City has also recognized in Pension Expense; its proportionate share of the System's deferred inflows of resources (an increase in Pension Expense) attributable to the net difference between projected and actual investment earnings on pension plan assets, the difference between actual and expected experience, change in assumptions and change in proportionate share; and its proportionate share of the System's deferred outflows of resources (a decrease in Pension Expense) attributable to changes in assumptions, net difference between projected and actual investment earnings on pension plan assets, change in proportionate share and contributions made subsequent to the measurement date.

NOTE 12 RETIREMENT PLANS *(continued)*

Basis of Presentation and Basis of Accounting

Employers participating in the System's cost-sharing multiple-employer defined benefit plans are required to report pension information in their financial statements for fiscal periods beginning on or after June 15, 2014, in accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*. The Schedule of Employer Allocations and Schedule of Pension Amounts by Employer (pension allocation schedules) provide employers with the required information for financial reporting. The System's financial statements are prepared on the accrual basis of accounting and are prepared in accordance with accounting principles generally accepted in the United States of America ("GAAP") that apply to governmental accounting for fiduciary funds.

1. Actual employer contributions billed to participating government units for the year ended June 30, 2023, are used as the basis for determining each employer's proportionate share of the collective pension amounts reported in the Schedule of Employer Allocations.
2. The components of the calculation of the net pension liability for the system as of June 30, 2023, calculated in accordance with GASB Statement No. 67, are shown in the following table (in thousands):

Total pension liability	\$ 87,923,284
Plan fiduciary net position	<u>64,892,973</u>
Net pension liability	<u>\$ 23,030,311</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>73.81%</u>

Actuarial Assumptions

As of the measurement date of June 30, 2023:

Actuarial	Entry Age Normal
Amortization Method	Level Percentage of Payroll, 25 year closed
Asset Valuation Method	5-year smoothed market; 20% collar
Inflation	2.25% general, 2.75% wages
Discount Rate	6.80%
Investment Rate of Return	6.80%

NOTE 12 RETIREMENT PLANS *(continued)*

Actuarial Assumptions *(continued)*

Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2019 valuation pursuant to an experience study of the period 2014-2018
Mortality	Public Sector 2010 Mortality Tables calibrated to MSRPS experience with generational projections using MP-2018 (2-dimensional) mortality improvement scale.

Investments

The long-term expected rate of return on the pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return were adopted by the Pension System's Board after considering input from the investment consultant(s) and actuary(s).

For each major asset class that is included in the Pension System's target asset allocation, these best estimates are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocations</u>	<u>Long-Term Expected Real Rate of Return</u>
Public equity	34%	6.90%
Rate sensitive	20%	2.60%
Credit opportunity	9%	5.60%
Absolute return	6%	4.40%
Private equity	16%	8.60%
Real assets	15%	5.40%
Total	100%	

The above was the Pension System's Board of Trustees adopted asset allocation policy and best estimate of geometric real rates of return for each major asset class as of the measurement date of June 30, 2023.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 12 RETIREMENT PLANS *(continued)*

Discount Rate

A single discount rate of 6.80% was used to measure the total pension liability. The single discount rate was based on the expected rate of return on pension plan investments of 6.80%. The projection of cash flows used to determine the single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability

Regarding the sensitivity of the net pension liability to changes in the single discount rate, the following presents the System's net pension liability and the City's proportionate share of the System's net liability, calculated using a single discount rate of 6.80%, a single discount rate that is 1 percentage point lower (*i.e.*, 5.80%) and a single discount rate that is 1 percentage point higher (*i.e.*, 7.80%):

	1% Lower 5.80%	Current Rate 6.80%	1% Higher 7.80%
The System's net pension liability (in thousands)	<u>\$ 34,149,289</u>	<u>\$ 23,030,311</u>	<u>\$ 13,803,484</u>
The City's proportionate share of net pension liability	<u>\$ 30,686,453</u>	<u>\$ 20,694,971</u>	<u>\$ 12,403,772</u>

NOTE 12 RETIREMENT PLANS *(continued)*

Pension Plan Description

Organization

The State Retirement Agency (the "Agency") is the administrator of the System. The System was established by the State Personnel and Pensions Article of the Annotated Code of Maryland to provide retirement allowance and other benefits to State employees, teachers, police, judges, legislators, and employees of participating governmental units. Responsibility for the System's administration and operation is vested in a 15-member Board of Trustees. The System is made up of two cost-sharing employer pools: the "State Pool" and the "Municipal Pool." The "State Pool" consists of the State agencies, board of education, community colleges, and libraries. The "Municipal Pool" consists of the participating governmental units that elected to join the System. Neither pool shares in each other's actuarial liabilities, thus participating governmental units that elected to join the System (the "Municipal Pool") share in the liabilities of the Municipal Pool only. The State of Maryland is the statutory guarantor for the payments of all pensions, annuities, retirement allowances, refunds, reserves, and other benefits of the System. The Agency is legally authorized to use all assets accumulated for the payment of benefits to pay such obligations to any plan members or beneficiary as defined by the terms of plan. Consequently, the System is accounted for as a single plan as defined in GASB Statement No. 67, *Financial Reporting for Pension Plans - An Amendment of GASB Statement No. 25*. Additionally, the System is fiscally dependent on the State by virtue of the legislative and executive controls exercised with respect to its operations, policies, and administrative budget. Accordingly, the System is included in the State's reporting entity and disclosed in its financial statements as a pension trust fund. The System is comprised of the Teachers' Retirement and Pension Systems, Employees' Retirement and Pension Systems, State Police Retirement System, Judges' Retirement System, and the Law Enforcement Officer's Pension System. The City's employees participate in the Employees' Retirement and Pension Systems and the Law Enforcement Officer's Pension System.

NOTE 12 RETIREMENT PLANS *(continued)*

Non-Uniformed Employees

Covered Members

On October 1, 1941, the Employees' Retirement System was established to provide retirement allowances and other benefits to State employees, elected and appointed officials and the employees of participating governmental units. Effective January 1, 1980, the Employees' Retirement System was essentially closed to new members and the Employees' Pension System was established. As a result, State employees (other than correctional officers) and employees of participating governmental units hired after December 31, 1979, became members of the Employees' Pension System as a condition of employment, while all State correctional officers and members of the Maryland General Assembly continue to be enrolled as members of the Employees' Retirement System. On or after January 1, 2005, an individual who is a member of the Employees' Retirement System may not transfer membership to the Employees' Pension System. Currently, more than 150 governmental units participate in the Employees' Retirement System.

Summary of Significant Plan Provisions

All plan benefits are specified by the State Personnel and Pensions Article of the Annotated Code of Maryland. For all individuals who are members of the System on or before June 30, 2011, pension allowances are computed using both the highest three consecutive years' Average Final Compensation ("AFC") and the actual number of years of accumulated creditable service. For any individual who becomes a member of one of the pension systems on or after July 1, 2011, pension allowances are computed using both the highest five consecutive years' AFC and the actual number of years of accumulated creditable service. Various retirement options are available under each system which ultimately determines how a retiree's benefit allowance will be computed. Some of these options require actuarial reductions based on the retiree's and/or designated beneficiary's attained age and similar actuarial factors. Beginning July 1, 2011, the member contribution rate was increased for members of the Employees' Pension System from 5% to 7%, and from 4% to 7% for members of the LEOPS System. In addition, the benefit attributable to service on or after July 1, 2011 in many of the pension systems now will be subject to different cost-of-living adjustments ("COLA") that is based on the increase in the Consumer Price Index ("CPI") and capped at 2.5% or 1.0% based on whether the market value investment return for the preceding calendar year was higher or lower than the investment return assumption used in the valuation. A brief summary of the retirement eligibility requirements of and the benefits available under the various systems in effect during fiscal year 2024 are as follows:

NOTE 12 RETIREMENT PLANS *(continued)*

Non-Uniformed Employees *(continued)*

Summary of Significant Plan Provisions (continued)

Service Retirement Allowances

A member of the Employees' Retirement System is generally eligible for full retirement benefits upon the earlier of attaining age 60 or accumulating 30 years of creditable services regardless of age. The annual retirement allowance equals $1/55$ (1.81%) of the member's AFC multiplied by the number of years of accumulated creditable service. An individual who is a member of the Employees' Pension System on or before June 30, 2011 is eligible for full retirement benefits upon the earlier of attaining age with specified years of eligibility service or accumulating 30 years of eligibility service regardless of age. An individual who becomes a member of the Employees' Pension System on or after July 1, 2011, is eligible for full retirement benefits if the member's combined age and eligibility service equals at least 90 years or if the member is at least age 65 and has 10 years of eligibility service. For most individuals who retired from the Employees' Pension System on or before June 30, 2006, the annual pension allowance equals 1.2% of the member's AFC, multiplied by the number of years of creditable service accumulated prior to July 1, 1998, plus 1.4% of the member's AFC, multiplied by the number of years of creditable service accumulated subsequent to June 30, 1998. With certain exceptions, for individuals who are members of the Employees' Pension System on or after July 1, 2006, the annual pension allowance equals 1.2% of the member's AFC, multiplied by the number of years of creditable service accumulated prior to July 1, 1998, plus 1.8% of the member's AFC, multiplied by the number of years of creditable service accumulated subsequent to June 30, 1998. Beginning July 1, 2011, any new member of the Employees' Pension System shall earn an annual pension allowance equal to 1.5% of the member's AFC multiplied by the number of years of creditable service accumulated as a member of the Employees' Pension System. Exceptions to these benefit formulas apply to members of the Employees' Pension System, who are employed by a participating governmental unit that does not provide the 1998 or 2006 enhanced pension benefits or the 2011 reformed pension benefits. The pension allowance for these members equals 0.8% of the member's AFC up to the social security integration level ("SSIL"), plus 1.5% of the member's AFC in excess of the SSIL, multiplied by the number of years of accumulated creditable service. For the purpose of computing pension allowances, the SSIL is the average of the social security wage bases for the past 35 calendar years ending with the year the retiree separated from service.

NOTE 12 RETIREMENT PLANS *(continued)*

Non-Uniformed Employees *(continued)*

Summary of Significant Plan Provisions (continued)

Vested Allowances

Any individual who is a member of the State Retirement and Pension System on or before June 30, 2011 (other than a judge or a legislator), and who terminates employment before attaining retirement age but after accumulating 5 years of eligibility service is eligible for a vested retirement allowance. Any individual who joins the State Retirement and Pension System on or after July 1, 2011 (other than a judge or a legislator), and who terminates employment before attaining retirement age but after accumulating 10 years of eligibility service is eligible for a vested retirement allowance. A member, who terminates employment prior to attaining retirement age and before vesting, receives a refund of all member contributions and interest.

Early Service Retirement

A member of the Employees' Retirement System may retire with reduced benefits after completing 25 years of eligibility service. Benefits are reduced by 0.5% per month for each month remaining until the retiree either attains age 60 or would have accumulated 30 years of creditable service, whichever is less. The maximum reduction for an Employees' Retirement System member is 30%. An individual who is a member of Employees' Pension System on or before June 30, 2011, may retire with reduced benefits upon attaining age 55 with at least 15 years of eligibility service. Benefits are reduced by 0.5% per month for each month remaining until the retiree attains age 62. The maximum reduction for these members of the Employees' Pension System is 42%. An individual who becomes a member of the Employees' Pension System on or after July 1, 2011, may retire with reduced benefits upon attaining age 60 with at least 15 years of eligibility service. Benefits are reduced by 0.5% per month for each month remaining until the retiree attains age 65. The maximum reduction for these members of the Employees' Pension System is 30%.

NOTE 12 RETIREMENT PLANS *(continued)*

Non-Uniformed Employees *(continued)*

Summary of Significant Plan Provisions (continued)

Disability and Death Benefits

Generally, a member covered under retirement plan provisions who is permanently disabled after 5 years of service receives a service allowance based on a minimum percentage (usually 25%) of the member's AFC. A member covered under pension plan provisions who is permanently disabled after accumulating 5 years of eligibility service receives a service allowance computed as if service had continued with no change in salary until the retiree attained age 62. A member (other than a member of the Maryland General Assembly or a judge, both of which are ineligible for accidental disability benefits) who is permanently and totally disabled as the result of an accident occurring in the line of duty receives 2/3 (66.7%) of the member's AFC plus an annuity based on all member contributions and interest. Death benefits are equal to a member's annual salary as of the date of death plus all member contributions and interest.

Adjusted Retirement Allowances (As Applicable)

Retirement and pension allowances are increased annually to provide for changes in the cost of living according to prescribed formulae. Such adjustments for retirees are based on the annual change in the CPI. For the Teachers' and Employees' Retirement Systems ("TRS/ERS") the method by which the annual COLAs are computed depends upon elections made by members who were active on July 1, 1984 (or within 90 days of returning to service, for members who were inactive on July 1, 1984) enabling the member to receive either an unlimited COLA, a COLA limited to 5% or a two-part combination COLA depending upon the COLA election made by the member. With certain exceptions, effective July 1, 1998, for Teachers', Employees', and Law Enforcement Officers' Pension System retirees, the adjustment is capped at a maximum 3% compounded and is applied to all benefits which have been in payment for one year. The annual increase to pension allowance for Employees' Pension System retirees who were employed by a participating governmental unit that does not provide enhance pension benefits are limited to 3% of the initial allowance. However, beginning July 1, 2011 for benefits attributable to service earned on or after July 1, 2011, in all of the systems excepts the judges' and legislators' systems, the adjustment is capped at the lesser of 2.5% or the increase in the CPI if the most recent calendar year market value rate of return was greater than or equal to the assumed rate of return. The adjustment is capped at the lesser of 1% or the increase in the CPI if the market value return was less than the assumed rate of return. In years in which COLAs would be less than zero due to a decline in the CPI, retirement allowance will not be adjusted. COLAs in succeeding years are adjusted until the difference between the negative COLA that would have applied and the zero COLA is fully recovered.

NOTE 12 RETIREMENT PLANS *(continued)*

Law Enforcement Officers

Covered Members

On July 2, 1990, the Law Enforcement Officers Pension System ("LEOPS") was established to provide retirement allowances and other benefits to all uniformed law enforcement officers of the State of Maryland and law enforcement officers, firefighters and paramedics of participating governmental units. Effective January 1, 2005, the LEOPS Retirement Plan was closed to new members and the LEOPS Pension Plan was established. As a result, all employees hired after December 31, 2004, became members of the LEOPS Pension Plan.

Summary of Significant Plan Provisions

All plan benefits are specified by the State Personnel and Pensions Article of the Annotated Code of Maryland. For all individuals who are members of the System on or before June 30, 2011, pension allowances are computed using both the highest three consecutive years' AFC and the actual number of years of accumulated creditable service. For any individual who becomes a member of one of the pension systems on or after July 1, 2011, pension allowances are computed using both the highest five consecutive years' AFC and the actual number of years of accumulated creditable service. Various retirement options are available under each system which ultimately determines how a retiree's benefit allowance will be computed. Some of these options require actuarial reductions based on the retiree's and/or designated beneficiary's attained age and similar actuarial factors. Beginning July 1, 2011, the member contribution rate was increased for members of the Employees' Pension System from 5% to 7%, and from 4% to 7% for members of the LEOPS System. In addition, the benefit attributable to service on or after July 1, 2011 in many of the pension systems now will be subject to different cost-of-living adjustments ("COLA") that is based on the increase in the Consumer Price Index ("CPI") and capped at 2.5% or 1.0% based on whether the market value investment return for the preceding calendar year was higher or lower than the investment return assumption used in the valuation. A brief summary of the retirement eligibility requirements of and the benefits available under the various systems in effect during fiscal year 2024, are as follows:

NOTE 12 RETIREMENT PLANS *(continued)*

Law Enforcement Officers *(continued)*

Summary of Significant Plan Provisions (continued)

Service Retirement Allowances

A member of the Law Enforcement Officers Pension System is generally eligible for full retirement benefits upon the earlier of attaining age 50 or accumulating 25 years of eligibility service regardless of age. The annual retirement allowance equals 2.3% of the member's AFC for the first 30 years of creditable service plus an additional 1% of AFC for each additional year for an individual who is subject to the LEOPS retirement plan provisions. The annual retirement allowance equals 2.0% of AFC for the three highest consecutive years as an employee, up to a maximum benefit of 60% of AFC for members subject to the LEOPS retirement plan provisions who became members on or before June 30, 2011. The annual retirement allowance equals 2.0% of AFC for the five highest consecutive years as an employee, up to a maximum benefit of 60% of AFC for members subject to the LEOPS retirement plan provisions who became members after July 1, 2011. Allowances for members who fail to make all required contributions are reduced by the actuarial equivalent of the total unpaid contributions plus interest to the date of retirement.

Vested Allowances

Any individual who is a member of the LEOPS on or before June 30, 2011 are eligible for vested pension allowances after separation from service and upon attaining age 50, provided they accumulated at least five years of eligibility service prior to separation. Any individual who joins the LEOPS on or after July 1, 2011 are eligible for vested pension allowances after separation from service upon attaining age 50, provided that they accumulated at least 10 years of eligibility service prior to separation. Vested allowances equal the normal service retirement or pension allowances computed on the basis of the members' accumulated creditable service and AFC at the date of separation.

Early Service Retirement

LEOPS members are not eligible for early service retirement allowances.

NOTE 12 RETIREMENT PLANS *(continued)*

Law Enforcement Officers *(continued)*

Summary of Significant Plan Provisions (continued)

Disability and Death Benefits

LEOPS members covered under retirement plan provisions qualify for ordinary disability after completing five years of eligible service and receiving medical board certification as to their permanent incapacity to perform their necessary job functions receive a service allowance based on the greater of the normal service allowance or 25% of AFC. LEOPS members covered under pension plan provisions qualify for ordinary disability after completing five years of eligible service and receiving medical board certification as to their permanent incapacity to perform their necessary job functions receive full-service pension allowances if the member is at least age 50 on the date of retirement. Otherwise, the allowances equal full-service pension allowances as though the member had continued to work until age 50 without any change in the rate of earnable compensation.

LEOPS members qualify for accidental disability benefits if the medical board certifies that they became totally and permanently incapacitated from duty arising out of or in the actual performance of duty. LEOPS members will receive disability allowances equal to the sum of the member's accumulated contributions and 2/3 (66.67%) of AFC. Allowances may not exceed the members' AFC.

LEOPS members qualify for ordinary death benefits if the members have accumulated at least one but less than two years of eligibility prior to the date of death receive benefits equal to a member's annual earnable compensation at the time of death plus accumulated contributions. LEOPS members qualify for special death benefits the members have accumulated at least two years of eligibility prior to the date of death or died in the line of duty receive benefits equal to 50% of the applicable ordinary disability allowance. In cases where the deceased members are not survived by a spouse, the decedents' children, if any, will continue to receive the special death benefit until the youngest child reaches age 18. The special death benefit for officers killed in the line of duty is 2/3 (66.7%) of AFC.

Adjusted Retirement Allowances (As Applicable)

Retirement and pension allowances are increased annually to provide for changes in the cost of living according to prescribed formulae. For LEOPS members who are subject to retirement plan provisions, annual COLAs are determined under various methods applicable.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 12 RETIREMENT PLANS *(continued)*

Law Enforcement Officers *(continued)*

Pension Liabilities, Pension Expense, and Deferred Outflow of Resources and Deferred Inflows of Resources Related to Pensions

In relation to employees participating in the ECS and in the LEOPS at June 30, 2024, the City reported a liability of \$20,694,971 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating governmental units, actuarially determined. At June 30, 2024, the City's proportion was approximately 0.08986%, which was an increase of 0.0001%.

For the year ended June 30, 2024, the City recognized a pension expense credit of (\$26,898). At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources relating to the measurement date of June 30, 2023:

	<u>Deferred Outflows</u>	<u>Deferred Inflows</u>
Changes of assumptions	\$ 1,458,719	\$ 69,956
Difference between actual and expected experience	727,367	858,235
Net difference between projected and actual earnings on pension plan investments	1,727,872	-
Change in proportion	932,806	836,508
Contributions subsequent to the measurement date	2,621,417	-
Total	<u>\$ 7,468,181</u>	<u>\$ 1,764,699</u>

The deferred outflows of resources of \$2,621,417 relating to contributions subsequent to the measurement date of June 30, 2023, will be recognized as a reduction of the City's net pension liability during the fiscal year ending June 30, 2025. The deferred outflows and inflows of resources due to changes in assumptions, differences between actual and expected experience, change in proportion, and differences between projected and actual investment earnings represent the City's proportionate share of the unamortized portions of the System's original amounts. The deferred inflows and outflows related to non-investment activity are being amortized over the remaining service life ranging from 5.4 to 5.72 years. The net difference in investment earnings for are being amortized over a closed 5-year period. These unamortized amounts will be ratably recognized in pension expense over these services' lives and closed 5-year period.

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 12 RETIREMENT PLANS *(continued)*

Law Enforcement Officers *(continued)*

*Pension Liabilities, Pension Expense, and Deferred Outflow of Resources and
Deferred Inflows of Resources Related to Pensions (continued)*

The following table shows the net amortization of these deferred outflows and inflows:

Fiscal Year Ending June 30	Net
2025	\$ 582,357
2026	153,146
2027	1,774,059
2028	503,435
2029	69,068
Total	\$ 3,082,065

Net Pension Liability

The components of the City's proportionate share of the Pension System's net pension liability as of the measurement date of June 30, 2023 were as follows:

Total pension liability	\$ 79,007,609
Plan fiduciary net position	58,312,638
Net pension liability	\$ 20,694,971

City's fiduciary net position as a percentage of the total City pension liability	73.81%
--	--------

The Pension Plan Fiduciary

Plan information as well as the Annual Comprehensive Financial Report of the Maryland State Retirement and Pension System for the year ended June 30, 2023 and prior are available from:

State Retirement & Pension System of Maryland
120 East Baltimore Street Baltimore, MD 21202
www.sra.maryland.gov
- Investment and Financials
- Annual Financial Reports
- Comprehensive Annual Financial Reports

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS

Plan Description

The City provides medical, dental and life insurance benefits to eligible employees who retire from employment with the City of Greenbelt, Maryland under a single-employer plan defined benefit plan.

Employees Covered by Benefit Terms

Retirees are eligible for continued membership in one of the City's group medical and dental plans provided that they retire with an immediate benefit from the State Retirement and Pension System of Maryland and have medical coverage prior to retirement. The retirees pay 100 percent of the premiums for these plans.

At June 30, 2024, the following employees were covered by the benefit terms:

Retirees currently receiving benefits	31
Retirees entitled but not yet receiving benefits	-
Active employees	178
Total plan members	209

Funding Policy

The City has elected not to fund this obligation and contributions continue on a pay-as-you-go basis, and the future payment of these benefits is contingent upon the annual approval of the operating budget by the City Council. During the year ended June 30, 2024, the City contributed \$87,324 to the plan.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2024, and the total OPEB liability used to calculate the net OPEB liability was based on an actuarial valuation as of July 1, 2022.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS *(continued)*

Actuarial Methods and Assumptions *(continued)*

The calculations are based on the Entry Age Normal ("EAN") cost method (using a 3.97% discount rate) as required by GASB 75. The EAN actuarial cost method requires a salary scale assumption. The State of Maryland salary assumption was used for general employees. A separate assumption was used for Law Enforcement Officers. Significant actuarial assumptions used include (a) projected salary increases, depending on plan and service, range from 2.75% to 7.0% compounded annually (used for amortization purposes), (b) annual medical and prescription drug trend rate of 7.5% initially, reduced annually to arrive at an ultimate healthcare cost trend of 3.83%, (c) rates of mortality based upon SOA Pub 2010 headcount-weighted mortality tables, (d) termination of service rates based upon age and sex, ranging from 1.0% to 19.0%, (e) disablement rates based on age, ranging from 0.09% to 2.9%, (f) retirement rates based on age, sex, and length of service, ranging from 2% to 100%, and (g) a rate of inflation of 2.6%.

Sensitivity of the Net OPEB Liability to Changes In the Discount Rate

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.97%) or 1 percentage point higher (4.97%) than the current discount rate:

	<u>1% Decrease</u> <u>2.97%</u>	<u>Discount Rate</u> <u>3.97%</u>	<u>1% Increase</u> <u>4.97%</u>
Net OPEB Liability	\$ 1,051,722	\$ 979,530	\$ 913,953

Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rate

The following represents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using the health care cost trend rates that are 1 percentage point lower (3.04%) or 1 percentage point higher (5.04%) than the current health care cost trend rate:

	<u>1% Decrease</u> <u>3.04%</u>	<u>Medical Trend</u> <u>4.04%</u>	<u>1% Increase</u> <u>5.04%</u>
Net OPEB Liability	\$ 897,111	\$ 979,530	\$ 1,076,941

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS *(continued)*

Changes in Net OPEB Liability

The following details the changes in the net OPEB liability for the year ended June 30, 2024:

	Total OPEB Liability (a)	Increase (Decrease) Plan Fiduciary Net Position (b)	Net OPEB Liability (a)-(b)
Balance, June 30, 2023	\$ 1,507,478	\$ -	\$ 1,507,478
<i>Changes for the year</i>			
Service cost	51,229	-	51,229
Interest	55,548	-	55,548
Changes in benefit terms	-	-	-
Experience losses (gains)	(548,881)	-	(548,881)
Contribution - employer	-	87,324	(87,324)
Net investment income	-	-	-
Changes in assumptions	1,480	-	1,480
Benefit payments (net of retiree contributions)	<u>(87,324)</u>	<u>(87,324)</u>	<u>-</u>
Balance, June 30, 2024	\$ 979,530	\$ -	\$ 979,530

OPEB Expense

The following details the total OPEB expense for the year ended June 30, 2024:

Service cost	\$ 51,229
Interest	<u>55,548</u>
Total	<u>106,777</u>
<i>Differences between expected and actual experience</i>	
In current fiscal year recognized in current year	(68,610)
From past years recognized in current year	<u>42,956</u>
Total	<u>(25,654)</u>
<i>Changes in assumptions</i>	
In current fiscal year recognized in current year	185
From past years recognized in current year	<u>(13,355)</u>
Total	<u>(13,170)</u>
Total OPEB expense	\$ 67,953

CITY OF GREENBELT, MARYLAND
Notes to Basic Financial Statements
For the Year Ended June 30, 2024

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS *(continued)*

Deferred Outflows and Deferred Inflows of Resources Related to OPEB

At June 30, 2024, the City reported deferred outflows and inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between actual and expected experience	\$ 144,242	\$ 487,611
Changes in assumptions	50,040	144,422
Total	<u>\$ 194,282</u>	<u>\$ 632,033</u>

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Net</u>
2025	\$ (41,312)
2026	(53,038)
2027	(60,900)
2028	(73,264)
2029	(72,386)
Thereafter	(136,851)
Total	<u>\$ (437,751)</u>

NOTE 14 COMMITMENTS AND CONTINGENCIES

Litigation

There are several pending lawsuits in which the City is involved. The City Attorney estimates that the potential claims against the City not covered by insurance resulting from such litigation would not materially affect the financial statements of the City.

NOTE 14 COMMITMENTS AND CONTINGENCIES *(continued)*

Grant Programs

The City participates in a number of state and federally assisted grant programs which are subject to financial and compliance audits by the grantors or their representatives. Such federal programs were audited in accordance with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (the "Uniform Guidance") for the current year. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

NOTE 15 NEW GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

The City adopted the following GASB pronouncements that were effective for the year ended June 30, 2024.

- Statement No. 99 *Omnibus 2022*, issued April 2022, requirements of paragraphs 4-10 effective for fiscal years beginning after June 15, 2024.
- Statement No. 100 *Accounting Changes and Error Corrections* - an amendment of GASB No. 62, issued June 2024, effective for fiscal years beginning after June 15, 2024.

The adoption of these pronouncements had no effect on the City's financial statements for the year ended June 30, 2024.

GASB has issued several pronouncements prior to the year ended June 30, 2024, that have effective dates that may impact future financial presentations.

Management has not currently determined what, if any, impact implementation of the following statements may have on the financial statements of the City:

- Statement No. 101 *Compensated Absences* issued June 2022, effective for fiscal years beginning after December 15, 2023.
- Statement No. 102 *Certain Risk Disclosures* issued December 2023, effective for fiscal years beginning after June 15, 2024.
- Statement No. 103 *Financial Reporting Model Improvements* issued April 2024, effective for fiscal years beginning after June 15, 2025.

**CITY OF GREENBELT, MARYLAND
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2024**

CITY OF GREENBELT, MARYLAND
Schedule of Required OPEB-Related
Supplementary Information
For Years Ended June 30

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
<i>Total OPEB liability</i>							
Service cost	\$ 51,229	\$ 50,897	\$ 82,747	\$ 72,026	\$ 49,614	\$ 43,286	\$ 42,503
Interest	55,548	54,751	29,798	36,431	37,542	41,172	40,495
Experience losses/(gains)	(548,881)	(10,276)	224,751	22,475	5,467	32,351	25,909
Changes in assumptions	1,480	(17,433)	(230,948)	64,132	49,539	49,755	(8,515)
Benefit payments (net of retiree contributions)	<u>(87,324)</u>	<u>(118,712)</u>	<u>(164,587)</u>	<u>(128,599)</u>	<u>160,489</u>	<u>(100,749)</u>	<u>(94,067)</u>
Net change in total OPEB liability	(527,948)	(40,773)	(58,239)	66,465	302,651	65,815	6,325
Beginning total OPEB liability	<u>1,507,478</u>	<u>1,548,251</u>	<u>1,606,490</u>	<u>1,540,025</u>	<u>1,237,374</u>	<u>1,171,559</u>	<u>1,165,234</u>
Ending total OPEB liability	<u>\$ 979,530</u>	<u>\$ 1,507,478</u>	<u>\$ 1,548,251</u>	<u>\$ 1,606,490</u>	<u>\$ 1,540,025</u>	<u>\$ 1,237,374</u>	<u>\$ 1,171,559</u>

The above schedules are required to be presented 10 years. However, until a full 10-year trend is compiled, information is only presented for those years for which information is available.

Notes to schedule:

Actuarial Assumptions

- Annual medical and prescription drug trend rate of 7.50% initially, reduced annually to arrive at an ultimate healthcare cost trend of 3.83%
- Rates of mortality based upon MP-2021
- Rate of inflation of 2.6%
- Projected salary increases, depending on plan and service, range from 2.75% to 7.0% compounded annually.

Benefit changes: None

CITY OF GREENBELT, MARYLAND
Schedule of Required OPEB-Related
Supplementary Information *(continued)*
For Years Ended June 30

Notes to schedule: *(continued)*

Changes in Assumptions:

The discount rate was changed as follows:

6/30/18 - 3.62%
6/30/19 - 3.13%
6/30/20 - 2.45%
6/30/21 - 1.92%
6/30/22 - 3.69%
6/30/23 - 3.86%
6/30/24 - 3.97%

The timing of decrement assumptions was updated to the middle of the year. The medical trend was updated to the latest model released by the Society of Actuaries ("SOA"), the 2024 Getzen model. The per capita cost assumption was updated to include the most recent plan experience.

CITY OF GREENBELT, MARYLAND
Schedules of Required Pension Related
Supplementary Information
For Years Ended June 30

Schedule of the City's Proportionate Share of the Net Pension Liability ("NPL")

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
City's proportionate share (%) of collective net pension liability	0.0898%	0.0896%	0.0922%	0.0857%	0.0856%	0.0827%	0.0696%	0.0808%	0.0744%	0.0714%
City's proportionate share (\$) of collective net pension liability	\$ 20,694,971	\$ 17,923,631	\$ 13,826,228	\$ 19,366,383	\$ 17,645,899	\$ 17,355,749	\$ 16,618,873	\$ 19,065,932	\$ 15,449,406	\$ 12,678,715
City's covered payroll (\$)	\$ 12,900,390	\$ 11,751,345	\$ 11,799,126	\$ 11,711,150	\$ 10,915,440	\$ 10,815,260	\$ 10,353,123	\$ 10,080,248	\$ 10,019,153	\$ 9,628,536
City's proportionate share of collective net pension liability as a percentage of its covered payroll	160.42%	152.52%	117.18%	165.37%	161.66%	160.47%	160.52%	189.14%	154.20%	131.68%
Pension plan's fiduciary net position as a percentage of the total pension liability	73.81%	76.27%	81.84%	70.72%	72.34%	71.18%	69.38%	65.79%	68.78%	71.87%

The above schedule is presented to illustrate the requirement for specified information for 10 years. However, until a full 10-year trend is compiled, information is only presented for those years for which information is available. Information in this schedule is presented in relation to the measurement date, e.g., for 2024 the measurement date was June 30, 2023, etc.

Notes to schedule:

Actuarial Assumptions and Trends

Benefit changes: None

	Change from Fiscal Year 2017 to 2018	Change from Fiscal Year 2018 to 2019	Change from Fiscal Year 2019 to 2020	Change from Fiscal Year 2020 to 2021	Change from Fiscal Year 2021 to 2022	Change from Fiscal Year 2022 to 2023
Inflation General	2.65% to 2.60%	2.60% to 2.65%	2.65% to 2.60%	2.60% to 2.25%	No change	No change
Inflation Wages	3.15% to 3.10%	3.10% to 3.15%	3.15% to 3.10%	3.10% to 2.75%	No change	No change
Asset Valuation Method	Changed from 5.67-year to 5-year	Changed from 5-year to 5.67-year	No change	No change	No change	No change
Discount rate	No change	Changed from 7.45% to 7.40%	No change	Changed from 7.40% to 6.80%	No change	No change
Investment Rate of Return	No change	Changed from 7.45% to 7.40%	No change	Changed from 7.40% to 6.80%	No change	No change

CITY OF GREENBELT, MARYLAND
Schedules of Required Pension Related
Supplementary Information (*continued*)
For Years Ended June 30

Schedule of the City's Pension Plan Contributions Last 10 Fiscal Years

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 2,621,417	\$ 2,191,605	\$ 2,044,486	\$ 2,030,783	\$ 1,756,837	\$ 1,639,561	\$ 1,528,162	\$ 1,590,937	\$ 1,574,302	\$ 1,566,915
Contributions in relation to the contractually required contribution	<u>2,621,417</u>	<u>2,191,605</u>	<u>2,044,486</u>	<u>2,030,783</u>	<u>1,756,837</u>	<u>1,639,561</u>	<u>1,528,162</u>	<u>1,590,937</u>	<u>1,574,302</u>	<u>1,566,915</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered payroll*	\$ 14,726,748	12,900,390	\$ 11,751,345	\$ 11,799,126	\$ 11,711,150	\$ 10,915,440	\$ 10,815,260	\$ 10,353,123	\$ 10,080,248	\$ 10,019,153
Contributions as a percentage of covered payroll	17.80%	16.99%	17.40%	17.20%	15.00%	15.00%	14.10%	15.40%	15.60%	15.60%

*In accordance with GASB 82, the amounts shown represent the payroll on which contributions to the pension plan are made.

**CITY OF GREENBELT, MARYLAND
OTHER SUPPLEMENTARY INFORMATION
JUNE 30, 2024**

GOVERNMENTAL FUND TYPES

Governmental Funds are those funds through which most governmental functions are financed. These are accounting segregations of financial resources containing expendable assets assigned to the funds according to the purposes for which they are used, liabilities to the fund from which they are to be paid, and the difference between them is the fund equity referred to as Fund Balance.

GENERAL FUND

This fund accounts for all revenues and expenditures which are not accounted for in other funds. It is the largest and most important accounting activity. It receives a great variety of general revenues and finances a wide range of programs. Most of the City's operations are financed from this fund.

CITY OF GREENBELT, MARYLAND
Schedule of Revenues – Budget and Actual
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Local taxes</i>					
Real property	\$ 22,505,200	\$ 22,505,200	\$ 22,436,987	\$ (68,213)	\$ 21,246,237
<i>Personal property</i>					
Locally assessed	16,000	16,000	8,455	(7,545)	10,520
Public utilities	340,000	340,000	395,861	55,861	398,491
Ordinary business corporation	1,512,000	1,512,000	985,053	(526,947)	1,523,738
Additions and abatements	(106,000)	(106,000)	(88,138)	17,862	(174,375)
Penalties and interest	40,000	40,000	(36,076)	(76,076)	3,558
Payments in lieu of taxes	94,700	94,700	94,700	-	94,700
Income tax - local share	3,360,000	3,360,000	4,022,879	662,879	3,830,888
Admissions and amusements	100,000	100,000	150,295	50,295	183,176
Highway	715,700	715,700	698,870	(16,830)	454,898
Hotel/motel	350,000	350,000	731,725	381,725	613,366
Cannabis	-	-	8,340	8,340	-
Total local taxes	28,927,600	28,927,600	29,408,951	481,351	28,185,197
<i>Licenses and permits</i>					
Street permits	5,000	5,000	7,130	2,130	28,813
Residential property fees	758,600	758,600	786,437	27,837	687,300
Building construction fees	12,000	12,000	11,301	(699)	9,914
Community property fees	150,000	150,000	189,961	39,961	188,383
Departure fees	1,000	1,000	-	(1,000)	4,440
Development review fees	1,500	1,500	-	(1,500)	2,006
Traders	32,000	32,000	27,275	(4,725)	37,025
Liquor	6,400	6,400	2,574	(3,826)	5,154
Boat permits	100	100	15	(85)	24
Cable television	310,000	310,000	265,278	(44,722)	303,800
Nonresidential burglar alarms	20,000	20,000	22,000	2,000	22,775
Other (Dog Park)	1,000	1,000	130	(870)	370
Total licenses and permits	1,297,600	1,297,600	1,312,101	14,501	1,290,004
<i>Intergovernmental revenue</i>					
<i>Federal</i>					
HIDTA grant	8,000	8,000	-	(8,000)	746
Service coordinator	91,800	91,800	118,479	26,679	105,575
Miscellaneous grants	-	-	135,428	135,428	-
<i>State</i>					
Police protection	445,000	445,000	691,170	246,170	730,668
Arts council	50,700	50,700	39,493	(11,207)	47,344
Miscellaneous grants	195,200	195,200	144,965	(50,235)	440,353
<i>County</i>					
Youth Service Bureau	105,000	105,000	105,000	-	105,000
Landfill disposal fee rebate	57,700	57,700	58,097	397	57,652
Code enforcement grant	6,500	6,500	6,500	-	6,500
Arts	-	-	500	500	-
MNCPPC operating grant	-	-	260,000	260,000	260,000
School resource officer	260,000	260,000	280,000	20,000	(80,000)
CARES Act	140,000	140,000	-	(140,000)	-
Miscellaneous grants	400	400	16,296	15,896	5,437
Total intergovernmental revenue	1,360,300	1,360,300	1,855,928	495,628	1,679,275
Interest	105,800	105,800	718,038	612,238	466,154

CITY OF GREENBELT, MARYLAND
Schedule of Revenues – Budget and Actual (*continued*)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Charges for services</i>					
GED co-pay	\$ 1,500	\$ 1,500	\$ -	\$ (1,500)	\$ 135
Bus fares	7,400	7,400	7,345	(55)	6,976
Pet adoption fees	2,500	2,500	9,500	7,000	7,725
Pet Surrender Fees	-	-	500	500	-
Waste collection and disposal	679,000	679,000	669,488	(9,512)	661,784
Recycling fees	7,200	7,200	7,137	(63)	7,137
Swimming pool fees/Springhill Lake/Schrom Hills Park/Youth Centre/miscellaneous	467,800	467,800	616,317	148,517	549,329
Recreation and parks	17,200	17,200	22,099	4,899	18,691
Museum	21,700	21,700	14,760	(6,940)	-
Community center program fees	151,100	151,100	167,722	16,622	118,686
Tennis courts light fees	10,000	10,000	7,744	(2,256)	5,527
Therapeutic recreation	5,000	5,000	7,746	2,746	5,765
Greenbelt's Kids	439,300	439,300	611,976	172,676	500,994
Adult leisure and fitness	-	-	-	-	49,375
Arts	191,500	191,500	214,950	23,450	154,167
Recreation concession	3,000	3,000	1,694	(1,306)	2,203
Total charges for services	2,004,200	2,004,200	2,358,978	354,778	2,088,494
<i>Fines and forfeitures</i>					
Parking citations	25,000	25,000	37,352	12,352	36,587
Parking late fees	3,000	3,000	1,755	(1,245)	725
Impound fees	7,000	7,000	12,750	5,750	7,575
Municipal infractions	7,000	7,000	16,445	9,445	4,400
Red light camera fines	500,000	500,000	625,688	125,688	703,053
False fire alarms	2,000	2,000	1,950	(50)	1,100
Speed camera citations	-	-	-	-	268,624
Total fines and forfeitures	544,000	544,000	695,940	151,940	1,022,064
<i>Contributions</i>					
Workers' compensation salary reimbursement	10,000	10,000	48,119	38,119	45,521
Green Ridge House service coordinator	29,000	29,000	29,000	-	27,700
Four Cities Partnerships	86,800	86,800	119,013	32,213	143,278
Other	10,700	10,700	107,684	96,984	164,076
Total contributions	136,500	136,500	303,816	167,316	380,575
<i>Miscellaneous revenues</i>					
Rental of city facilities	200	200	580	380	380
Recyclable - curbside	5,000	5,000	2,846	(2,154)	3,518
Other	109,700	109,700	100,717	(8,983)	134,358
Total miscellaneous revenues	114,900	114,900	104,143	(10,757)	138,256
Interfund transfers	1,950,000	1,950,000	121,979	(1,828,021)	1,290,123
Total revenues	\$ 36,440,900	\$ 36,440,900	\$ 36,879,874	\$ 438,974	\$ 36,540,142

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>General government</i>					
<i>City council</i>					
Salaries and wages	\$ 163,700	\$ 163,700	\$ 111,905	\$ 51,795	\$ 130,996
Other operating expenditures	66,000	66,000	48,448	17,552	37,654
Total city council	229,700	229,700	160,353	69,347	168,650
<i>Administration</i>					
Salaries and wages	1,063,900	1,063,900	1,119,395	(55,495)	879,030
Other operating expenditures	133,500	133,500	149,976	(16,476)	55,764
Total administration	1,197,400	1,197,400	1,269,371	(71,971)	934,794
<i>Economic development</i>					
Salaries and wages	165,500	165,500	103,224	62,276	102,151
Other operating expenditures	54,700	54,700	27,448	27,252	16,986
Total economic development	220,200	220,200	130,672	89,528	119,137
<i>Elections</i>					
Other operating expenditures	80,000	80,000	89,935	(9,935)	802
Total elections	80,000	80,000	89,935	(9,935)	802
<i>Human resources</i>					
Salaries and wages	470,400	470,400	388,824	81,576	353,530
Other operating expenditures	26,700	26,700	26,762	(62)	37,931
Total human resources	497,100	497,100	415,586	81,514	391,461
<i>Finance</i>					
Salaries and wages	695,200	695,200	656,327	38,873	626,246
Other operating expenditures	237,800	237,800	229,503	8,297	180,622
Total finance	933,000	933,000	885,830	47,170	806,868
<i>Information technology</i>					
Salaries and wages	790,200	790,200	839,385	(49,185)	651,821
Other operating expenditures	165,200	165,200	134,651	30,549	139,126
Capital outlay	12,000	12,000	11,117	883	-
Total information technology	967,400	967,400	985,153	(17,753)	790,947
<i>Legal counsel</i>					
Other operating expenditures	185,000	185,000	101,624	83,376	90,900
Total legal counsel	185,000	185,000	101,624	83,376	90,900
<i>Municipal buildings</i>					
Salaries and wages	60,000	60,000	45,585	14,415	34,453
Other operating expenditures	52,200	52,200	63,867	(11,667)	60,654
Total municipal buildings	112,200	112,200	109,452	2,748	95,107
<i>Community promotion</i>					
Salaries and wages	296,400	296,400	260,679	35,721	243,070
Other operating expenditures	133,800	133,800	153,149	(19,349)	129,475
Total community promotion	430,200	430,200	413,828	16,372	372,545

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual (continued)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>General government (continued)</i>					
<i>Public officers' association</i>					
Other operating expenditures	\$ 71,700	\$ 71,700	\$ 83,813	\$ (12,113)	\$ 80,940
Total public officers' assoc.	71,700	71,700	83,813	(12,113)	80,940
<i>Total Non-departmental</i>					
Other operating expenditures	-	-	234,339	(234,339)	-
Total non-departmental	-	-	234,339	(234,339)	-
Total general government	4,923,900	4,923,900	4,879,956	43,944	3,852,151
<i>Planning and community development</i>					
<i>Planning</i>					
Salaries and wages	452,900	452,900	468,294	(15,394)	276,830
Other operating expenditures	44,000	44,000	28,785	15,215	10,243
Total planning	496,900	496,900	497,079	(179)	287,073
<i>Community development</i>					
Salaries and wages	769,500	769,500	574,279	195,221	506,559
Other operating expenditures	139,100	139,100	103,391	35,709	61,467
Capital outlay	32,000	32,000	32,772	(772)	573
Total community development	940,600	940,600	710,442	230,158	568,599
Total planning and community development	1,437,500	1,437,500	1,207,521	229,979	855,672
<i>Public safety</i>					
<i>Police department</i>					
Salaries and wages	9,621,800	9,621,800	10,001,971	(380,171)	9,315,283
Other operating expenditures	1,273,900	1,273,900	1,392,703	(118,803)	1,635,436
Capital outlay	168,100	168,100	283,537	(115,437)	1,181,665
Total police department	11,063,800	11,063,800	11,678,211	(614,411)	12,132,384
<i>Animal control</i>					
Salaries and wages	292,700	292,700	261,118	31,582	209,658
Other operating expenditures	96,500	96,500	48,578	47,922	44,557
Capital outlay	-	-	38,000	(38,000)	-
Total animal control	389,200	389,200	347,696	41,504	254,215
<i>Fire and rescue service</i>					
Other operating expenditures	10,000	10,000	10,000	-	10,000
Capital outlay	120,000	120,000	120,000	-	120,000
Total fire and rescue service	130,000	130,000	130,000	-	130,000
<i>Total Non-departmental</i>					
Other operating expenditures	-	-	813,583	(813,583)	-
Total non-departmental	-	-	813,583	(813,583)	-
Total public safety	11,583,000	11,583,000	12,969,492	(1,386,490)	12,516,599
<i>Public works</i>					
<i>Public works administration</i>					
Salaries and wages	1,555,600	1,555,600	1,584,144	(28,544)	1,432,565
Other operating expenditures	190,400	190,400	220,093	(29,693)	208,383
Capital outlay	-	-	-	-	298
Total public works administration	1,746,000	1,746,000	1,804,237	(58,237)	1,641,246

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual (continued)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Public works (continued)</i>					
<i>Maintenance of multipurpose equipment</i>					
Salaries and wages	\$ 250,000	\$ 250,000	\$ 186,654	\$ 63,346	\$ 173,766
Other operating expenditures	131,700	131,700	157,784	(26,084)	158,090
Capital outlay	11,000	11,000	-	11,000	52,782
Total maintenance of multipurpose equipment	392,700	392,700	344,438	48,262	384,638
<i>Street maintenance</i>					
Salaries and wages	752,600	752,600	864,917	(112,317)	630,580
Other operating expenditures	446,800	446,800	379,340	67,460	371,345
Total street maintenance	1,199,400	1,199,400	1,244,257	(44,857)	1,001,925
<i>Street cleaning</i>					
Salaries and wages	104,000	104,000	68,352	35,648	99,783
Other operating expenditures	41,400	41,400	62,822	(21,422)	83,279
Total street cleaning	145,400	145,400	131,174	14,226	183,062
<i>Waste collection and disposal</i>					
Salaries and wages	657,089	657,089	644,218	12,871	471,381
Other operating expenditures	273,511	273,511	438,151	(164,640)	421,703
Total waste collection and disposal	930,600	930,600	1,082,369	(151,769)	893,084
<i>City cemetery</i>					
Salaries and wages	3,000	3,000	26,720	(23,720)	3,535
Other operating expenditures	2,800	2,800	3,106	(306)	2,125
Total city cemetery	5,800	5,800	29,826	(24,026)	5,660
<i>Roosevelt Center</i>					
Salaries and wages	112,500	112,500	95,218	17,282	99,122
Other operating expenditures	54,000	54,000	48,412	5,588	37,421
Capital outlay	-	-	-	-	-
Total Roosevelt Center	166,500	166,500	143,630	22,870	136,543
<i>Intracity Bus Service</i>					
Salaries and wages	-	-	121,156	(121,156)	-
Other operating expenditures	-	-	29,834	(29,834)	-
Total Intracity Bus Service	-	-	150,990	(150,990)	-
<i>Total Non-departmental</i>					
Other operating expenditures	-	-	433,344	(433,344)	-
Total non-departmental	-	-	433,344	(433,344)	-
Total public works	4,586,400	4,586,400	5,364,265	(777,865)	4,246,158
<i>Social services</i>					
<i>Greenbelt Cares</i>					
Salaries and wages	1,025,900	1,025,900	877,481	148,419	844,694
Other operating expenditures	45,000	45,000	51,052	(6,052)	60,968
Total Greenbelt Cares	1,070,900	1,070,900	928,533	142,367	905,662
<i>Greenbelt Assistance in Living</i>					
Salaries and wages	391,500	391,500	369,719	21,781	345,223
Other operating expenditures	23,100	23,100	148,225	(125,125)	168,117
Total Greenbelt Assistance in Living	414,600	414,600	517,944	(103,344)	513,340

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual (continued)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Social services (continued)</i>					
<i>HUD Service Coordinator</i>					
Salaries and wages	\$ 112,600	\$ 112,600	\$ 131,246	\$ (18,646)	\$ 100,884
Other operating expenditures	8,200	8,200	9,394	(1,194)	6,294
Total HUD Service Coordinator	120,800	120,800	140,640	(19,840)	107,178
<i>Total Non-departmental</i>					
Other operating expenditures	-	-	19,518	(19,518)	-
Total non-departmental	-	-	19,518	(19,518)	-
Total social services	1,606,300	1,606,300	1,606,635	(335)	1,526,180
<i>Parks and recreation</i>					
<i>Recreation administration</i>					
Salaries and wages	730,700	730,700	725,300	5,400	615,613
Other operating expenditures	63,500	63,500	84,287	(20,787)	63,428
Capital outlay	48,000	48,000	47,491	509	-
Total recreation administration	842,200	842,200	857,078	(14,878)	679,041
<i>Museum</i>					
Salaries and wages	157,000	157,000	150,094	6,906	-
Other operating expenditures	52,400	52,400	45,462	6,938	-
Total Youth Center	209,400	209,400	195,556	13,844	-
<i>Youth Center</i>					
Salaries and wages	711,400	711,400	633,818	77,582	561,332
Other operating expenditures	149,400	149,400	180,062	(30,662)	145,362
Capital outlay	-	-	99	(99)	52,679
Total Youth Center	860,800	860,800	813,979	46,821	759,373
<i>Swimming pool</i>					
Salaries and wages	1,028,000	1,028,000	1,086,395	(58,395)	954,267
Other operating expenditures	396,800	396,800	437,724	(40,924)	421,174
Capital outlay	-	-	9,610	(9,610.00)	-
Total swimming pool	1,424,800	1,424,800	1,533,729	(108,929)	1,375,441
<i>Community Center</i>					
Salaries and wages	710,800	710,800	660,279	50,521	600,318
Other operating expenditures	230,200	230,200	295,916	(65,716)	261,483
Capital outlay	-	-	-	-	11,501
Total Community Center	941,000	941,000	956,195	(15,195)	873,302
<i>Greenbelt's Kids</i>					
Salaries and wages	588,600	588,600	650,533	(61,933)	676,061
Other operating expenditures	147,000	147,000	152,109	(5,109)	90,406
Capital outlay	-	-	-	-	-
Total Greenbelt's Kids	735,600	735,600	802,642	(67,042)	766,467

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual (continued)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Adult Leisure & Fitness</i>					
Salaries and wages	\$ -	\$ -	\$ -	\$ -	\$ 950
Other operating expenditures	-	-	-	-	29,714
Total Adult Leisure & Fitness	-	-	-	-	30,664
<i>Arts</i>					
Salaries and wages	536,100	536,100	570,439	(34,339)	458,894
Other operating expenditures	55,600	55,600	81,394	(25,794)	96,032
Total Arts	591,700	591,700	651,833	(60,133)	554,926
<i>Other Recreation</i>					
Salaries and wages	60,000	60,000	78,739	(18,739)	55,539
Other operating expenditures	59,900	59,900	60,731	(831)	55,843
Total Other Recreation	119,900	119,900	139,470	(19,570)	111,382
<i>Parks</i>					
Salaries and wages	1,184,500	1,184,500	1,135,503	48,997	1,131,013
Other operating expenditures	381,000	381,000	353,319	27,681	373,080
Capital outlay	225,000	225,000	112,947	112,053	20,792
Total parks	1,790,500	1,790,500	1,601,769	188,731	1,524,885
<i>Non-departmental</i>					
Salaries and wages	-	-	10,087	(10,087)	-
Other operating expenditures	-	-	82,584	(82,584)	-
Total non-departmental	-	-	92,671	(92,671)	-
Total parks and recreation	7,725,400	7,725,400	7,821,739	(96,339)	6,834,045
<i>Miscellaneous</i>					
<i>Grants and contributions</i>					
Salaries and wages	10,000	10,000	-	10,000	8,704
Other operating expenditures	184,510	184,510	-	184,510	79,639
Total grants and contributions	194,510	194,510	-	194,510	88,343
<i>Intracity bus service</i>					
Salaries and wages	113,190	113,190	-	113,190	122,255
Other operating expenditures	14,600	14,600	-	14,600	35,203
Total intracity bus service	127,790	127,790	-	127,790	157,458
<i>Greenbelt museum</i>					
Salaries and wages	-	-	-	-	140,499
Other operating expenditures	-	-	-	-	44,799
Total Greenbelt museum	-	-	-	-	185,298
<i>Nondepartmental</i>					
Other operating expenditures	1,259,400	1,259,400	-	1,259,400	1,324,431
Capital outlay	-	-	-	-	22,424
Total nondepartmental	1,259,400	1,259,400	-	1,259,400	1,346,855
Total miscellaneous	1,581,700	1,581,700	-	1,581,700	1,777,954

CITY OF GREENBELT, MARYLAND
Schedule of Expenditures – Budget and Actual (*continued*)
General Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
Fund transfers	\$ 2,987,500	\$ 2,987,500	\$ 2,330,000	\$ 657,500	\$ 1,070,000
Total expenditures	36,431,700	36,431,700	36,179,608	252,092	32,678,759
Net changes in fund balance	9,200	9,200	700,266	(691,066)	3,861,382
<i>Fund balance</i>					
Beginning	4,097,646	3,980,146	17,610,900	13,630,754	13,749,517
End	<u>\$ 4,106,846</u>	<u>\$ 3,989,346</u>	<u>\$ 18,311,166</u>	<u>\$ 12,939,688</u>	<u>\$ 17,610,899</u>

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when government is obligated in some manner for the payment.

CITY OF GREENBELT, MARYLAND

Schedule of Revenue, Expenditures, Other Financing Sources (Uses)
and Changes in Fund Balance – Budget and Actual – Debt Service Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Revenue</i>					
Interest	\$ 300	\$ 300	\$ 14,996	\$ 14,696	\$ 8,424
	<u>300</u>	<u>300</u>	<u>14,996</u>	<u>14,696</u>	<u>8,424</u>
<i>Expenditures</i>					
<i>Debt service</i>					
Principal	833,700	833,700	833,720	(20)	819,646
Interest	205,400	205,400	205,331	69	219,409
Other services	<u>14,000</u>	<u>14,000</u>	<u>16,536</u>	<u>(2,536)</u>	<u>22,266</u>
	<u>1,053,100</u>	<u>1,053,100</u>	<u>1,055,587</u>	<u>(2,487)</u>	<u>1,061,321</u>
Deficiency of revenue over expenditures	<u>(1,052,800)</u>	<u>(1,052,800)</u>	<u>(1,040,591)</u>	<u>12,209</u>	<u>(1,052,897)</u>
<i>Other financing sources (uses)</i>					
Transfers in	<u>1,050,000</u>	<u>1,050,000</u>	<u>1,050,000</u>	<u>-</u>	<u>1,040,000</u>
Total other financing sources (uses)	<u>1,050,000</u>	<u>1,050,000</u>	<u>1,050,000</u>	<u>-</u>	<u>1,040,000</u>
Net change in fund balance	(2,800)	(2,800)	9,409	12,209	(12,897)
<i>Fund balance</i>					
Beginning	<u>(963,556)</u>	<u>(963,556)</u>	<u>9,378</u>	<u>972,934</u>	<u>22,275</u>
End	<u>\$ (966,356)</u>	<u>\$ (966,356)</u>	<u>\$ 18,787</u>	<u>\$ 985,143</u>	<u>\$ 9,378</u>

CAPITAL PROJECTS FUND

This Capital Projects Fund accounts for monies appropriated as reserves in the General Fund to be used for capital projects – Capital Improvements and Building Construction. The City appropriates funds for specific capital projects on a pay as you go basis.

CITY OF GREENBELT, MARYLAND

Schedule of Revenue, Expenditures, Other Financing Sources (Uses)
and Changes in Fund Balance – Budget and Actual – Capital Projects Fund
Year Ended June 30, 2024
(With comparative totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
<i>Revenue</i>					
Intergovernmental	\$ 2,690,200	\$ -	\$ 183,132	\$ 183,132	\$ 502,125
Interest	-	-	133,822	133,822	71,674
	<u>2,690,200</u>	<u>-</u>	<u>316,954</u>	<u>316,954</u>	<u>573,799</u>
<i>Expenditures</i>					
General government	50,000	50,000.00	-	50,000.00	-
Public works	3,957,500	1,257,500	1,216,650	40,850	1,040,485
Parks and recreation	<u>500,000</u>	<u>696,000</u>	<u>502,859</u>	<u>193,141</u>	<u>600,996</u>
	<u>4,507,500</u>	<u>2,003,500</u>	<u>1,719,509</u>	<u>283,991</u>	<u>1,641,481</u>
Excess (deficiency) of revenue over expenditures	<u>(1,817,300)</u>	<u>(2,003,500)</u>	<u>(1,402,555)</u>	<u>600,945</u>	<u>(1,067,682)</u>
<i>Other financing sources (uses)</i>					
Transfers in	<u>1,250,000</u>	<u>1,250,000</u>	<u>1,250,000</u>	<u>-</u>	<u>976,194</u>
	<u>1,250,000</u>	<u>1,250,000</u>	<u>1,250,000</u>	<u>-</u>	<u>976,194</u>
Net change in fund balance	(567,300)	(753,500)	(152,555)	600,945	(91,488)
<i>Fund balance</i>					
Beginning	<u>(3,932,430)</u>	<u>(3,932,430)</u>	<u>3,125,981</u>	<u>7,058,411</u>	<u>3,217,469</u>
End	<u>\$ (4,499,730)</u>	<u>\$ (4,685,930)</u>	<u>\$ 2,973,426</u>	<u>\$ 7,659,356</u>	<u>\$ 3,125,981</u>

SPECIAL PROJECTS FUND

This non-major governmental fund accounts for the receipt and disbursement of certain grants that have sunset provisions. In addition, this fund accounts for the revenues and related expenditures of projects that have a limited life.

CITY OF GREENBELT, MARYLAND

Schedule of Revenues, Expenditures and Changes in Fund

Balance – Budget and Actual – Special Projects Fund

Year Ended June 30, 2024

(With Comparative Totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
REVENUE					
Licenses and permits	\$ 200,000	\$ 200,000	\$ 163,751	\$ (36,249)	\$ 187,239
Intergovernmental	-	-	5,206,200	5,206,200	39,375
Contributions	-	-	247,280	247,280	-
Fines and fees	245,000	245,000	296,961	51,961	1,708
Interest	160,000	160,000	649,630	489,630	496,120
Total revenue	605,000	605,000	6,563,822	5,958,822	724,442
EXPENDITURES					
General government	95,000	95,000	2,422,853	(2,327,853)	167,534
Planning & community development	-	-	59,572	(59,572)	-
Public safety	235,000	235,000	1,165,002	(930,002)	64,625
Public works	-	-	370,327	(370,327)	-
Social services	5,900	5,900	1,137,263	(1,131,363)	700
Parks and recreation	5,000	5,000	540,025	(535,025)	-
Miscellaneous	154,000	154,000	-	154,000	4,481,603
Total expenditures	494,900	494,900	5,695,042	(5,200,142)	4,714,462
Excess (deficiency) of revenue over expenditures	110,100	110,100	868,780	758,680	(3,990,020)
OTHER FINANCING SOURCES (USES)					
Transfers in	30,000	30,000	30,000	-	30,000
Transfers out	-	-	(121,979)	(121,979)	(2,266,317)
Total other financing sources (uses)	30,000	30,000	(91,979)	(121,979)	(2,236,317)
Net change in fund balance	140,100	140,100	776,801	636,701	(6,226,337)
Fund balance					
Beginning	7,009,704	7,009,704	4,297,565	(2,712,139)	10,523,902
End	<u>\$ 7,149,804</u>	<u>\$ 7,149,804</u>	<u>\$ 5,074,366</u>	<u>\$ (2,075,438)</u>	<u>\$ 4,297,565</u>

COMMUNITY DEVELOPMENT BLOCK GRANT

This non-major governmental fund accounts for all the amounts received from the Department of Housing and Urban Development through Prince George's County, Maryland.

CITY OF GREENBELT, MARYLAND

Schedule of Revenue, Expenditures and Changes in Fund Balance –
 Budget and Actual – Community Development Block Grant Fund
 Year Ended June 30, 2024
 (With Comparative Totals for 2023)

	2024			Variance With Amended Budget Positive (Negative)	2023 Actual
	Original Budget	Amended Budget	Actual		
REVENUE					
Intergovernmental	\$ 120,500	\$ 120,500	\$ 120,415	\$ (85)	\$ 25,540
EXPENDITURES					
Public works	120,500	120,500	120,415	85	-
Social services	-	-	-	-	15,200
Total expenditures	120,500	120,500	120,415	85	15,200
Net change in fund balance	-	-	-	-	10,340
<i>Fund balance (deficit)</i>					
Beginning	13,800	13,800	(8,178)	(21,978)	(18,518)
End	<u>\$ 13,800</u>	<u>\$ 13,800</u>	<u>\$ (8,178)</u>	<u>\$ (21,978)</u>	<u>\$ (8,178)</u>



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and Members of the
City Council City of Greenbelt, Maryland

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Greenbelt, Maryland (the "City") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 29, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations during our audit we did not identify deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mitchell Titus, LLP

November 29, 2024

STATISTICAL SECTION

CITY OF GREENBELT, MARYLAND
Statistical Section

This part of the City of Greenbelt's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the city's overall financial health.

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These schedules contain trend information to help the reader understand how the city's financial performance and well-being have changed over time.	
<u>Revenue Capacity</u>	104
These schedules contain information to help the reader assess the city's most significant local revenue sources, real and personal property tax.	
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These schedules present information to help the reader assess the city's ability to issue additional debt in the future.	
<u>Demographic and Economic Information</u>	112
This schedule offers demographic and economic indicators to help the reader understand the environment within which the city's financial activities take place.	
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These schedules contain service and infrastructure data to help the reader understand how the information in the city's financial report relates to the services the city provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant years.

TABLE 1

CITY OF GREENBELT, MARYLAND
Net Position By Component
Last Ten Fiscal Years

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<i>Governmental activities</i>										
Net investment in capital assets	\$ 31,736,567	\$ 32,662,295	\$ 33,225,394	\$ 33,452,023	\$ 38,968,258	\$ 41,869,044	\$ 33,558,008	\$ 34,291,608	\$ 35,900,291	\$ 38,847,836
Restricted	-	-	-	-	1,706,480	1,665,318	1,250,332	1,212,730	4,161,794	3,513,353
Unrestricted	(12,029,585)	(12,216,868)	(12,218,726)	(10,624,837)	(16,083,284)	(16,951,609)	(5,982,559)	7,276,395	1,558,606	4,570,030
Total governmental activities net position	\$ 19,706,982	\$ 20,445,427	\$ 21,006,668	\$ 22,827,186	\$ 24,591,454	\$ 26,582,753	\$ 28,825,781	\$ 42,780,733	\$ 41,620,691	\$ 46,931,219
<i>Business-type activities</i>										
Net investment in capital assets	\$ 767,220	\$ 1,035,657	\$ 1,205,749	\$ 1,375,251	\$ 1,696,997	\$ 1,743,035	\$ 1,706,025	\$ 1,656,848	\$ 2,530,794	\$ 2,424,432
Restricted	798,746	759,837	710,217	33,707	33,889	34,026	36,562	36,578	-	-
Unrestricted	318,206	337,446	484,951	1,274,609	1,242,588	1,513,993	1,739,385	1,929,000	1,291,104	1,689,566
Total business-type activities net position	\$ 1,884,172	\$ 2,132,940	\$ 2,400,917	\$ 2,683,567	\$ 2,973,474	\$ 3,291,054	\$ 3,481,972	\$ 3,622,426	\$ 3,821,898	\$ 4,113,998
<i>Primary Government</i>										
Net investment in capital assets	\$ 32,503,787	\$ 33,697,952	\$ 34,431,143	\$ 34,827,274	\$ 40,665,255	\$ 43,612,079	\$ 35,264,033	\$ 35,948,456	\$ 38,431,085	\$ 41,272,268
Restricted	798,746	759,837	710,217	33,707	1,740,369	1,699,344	1,286,894	1,249,308	4,161,794	3,513,353
Unrestricted	(11,711,379)	(11,879,422)	(11,733,775)	(9,350,228)	(14,840,696)	(15,437,616)	(4,243,174)	9,205,395	2,849,710	6,259,596
Total primary government net position	\$ 21,591,154	\$ 22,578,367	\$ 23,407,585	\$ 25,510,753	\$ 27,564,928	\$ 29,873,807	\$ 32,307,753	\$ 46,403,159	\$ 45,442,589	\$ 51,045,217

TABLE 2

CITY OF GREENBELT, MARYLAND
Changes In Net Position
Last Ten Fiscal Years

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
EXPENSES										
<i>Governmental activities</i>										
General government	\$ 4,083,897	\$ 4,244,774	\$ 5,675,429	\$ 4,952,835	\$ 5,970,852	\$ 6,685,667	\$ 7,702,233	\$ 5,403,574	\$ 3,604,188	\$ 6,935,130
Planning and community development	1,111,088	1,019,225	1,140,739	636,899	918,070	819,067	859,150	802,586	886,165	1,252,193
Public safety	10,440,984	10,252,724	10,136,121	10,036,906	10,627,043	10,386,620	10,433,719	10,611,534	12,315,163	13,662,941
Public works	3,317,917	3,360,588	3,592,460	4,317,664	3,590,806	3,642,281	3,858,780	4,618,516	5,454,280	6,566,595
Social services	1,260,086	1,566,110	1,148,750	1,150,734	1,939,075	2,107,746	2,199,351	3,183,963	1,546,444	2,786,205
Parks and recreation	5,507,642	6,040,453	6,331,630	6,387,688	6,302,083	6,325,989	5,416,060	6,082,535	7,697,818	7,275,526
Miscellaneous	-	-	-	-	-	-	-	-	6,281,822	16,536
Interest and fiscal charges	244,384	233,149	220,998	208,596	224,277	384,567	269,631	229,610	219,409	205,331
Total governmental activities expenses	25,965,998	26,717,023	28,246,127	27,691,322	29,572,206	30,351,937	30,738,924	30,932,318	38,005,289	38,700,457
<i>Business-type activities</i>										
Green Ridge House	1,161,386	1,228,157	1,188,125	1,197,337	1,170,008	1,228,206	1,307,815	1,375,243	1,438,626	1,514,218
Total business-type activities expenses	1,161,386	1,228,157	1,188,125	1,197,337	1,170,008	1,228,206	1,307,815	1,375,243	1,438,626	1,514,218
Total primary government expenses	\$ 27,127,384	\$ 27,945,180	\$ 29,434,252	\$ 28,888,659	\$ 30,742,214	\$ 31,580,143	\$ 32,046,739	\$ 32,307,561	\$ 39,443,915	\$ 40,214,675
PROGRAM REVENUES										
<i>Governmental activities</i>										
<i>Charges for services</i>										
General government	\$ 1,011,084	\$ 791,678	\$ 750,774	\$ 735,672	\$ 767,500	\$ 755,852	\$ 708,586	\$ 693,472	\$ 539,910	\$ 463,462
Planning and community development	1,720,275	1,135,823	1,137,656	1,183,303	1,104,490	925,049	1,107,188	849,429	986,204	1,046,823
Public safety	1,663,547	1,635,466	1,598,527	1,342,312	1,249,477	2,083,399	1,338,052	1,495,396	1,023,772	992,901
Public works	672,861	652,962	754,615	681,925	684,371	684,935	769,460	678,659	672,439	679,471
Social services	-	-	-	-	-	-	-	-	-	-
Parks and recreation	1,461,082	1,747,259	1,770,692	2,104,426	1,875,636	1,056,742	325,042	865,316	1,404,737	1,665,008
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-	-	-	-	-	-
Operating grants and contributions	765,881	749,966	811,283	732,538	831,888	768,333	2,334,009	12,378,984	2,126,595	7,627,357
Capital grants and contributions	432,852	324,822	77,487	138,547	144,507	183,459	140,835	409,679	512,525	303,546
Total governmental activities program revenues	7,727,582	7,037,976	6,901,034	6,918,723	6,657,869	6,457,769	6,723,172	17,370,935	7,266,182	12,778,568
<i>Business-type activities</i>										
<i>Green Ridge House</i>										
Charges for services	403,786	405,840	381,467	376,414	383,831	392,420	426,779	426,817	451,877	508,425
Operating grants and contributions	1,037,156	1,069,668	1,070,364	1,090,147	1,046,452	1,131,768	1,070,369	1,086,624	1,136,941	1,221,704
Total business-type activities program revenues	1,440,942	1,475,508	1,451,831	1,466,561	1,430,283	1,524,188	1,497,148	1,513,441	1,588,818	1,730,129
Total primary government program revenues	\$ 9,168,524	\$ 8,513,484	\$ 8,352,865	\$ 8,385,284	\$ 8,088,152	\$ 7,981,957	\$ 8,220,320	\$ 18,884,376	\$ 8,855,000	\$ 14,508,697
NET (EXPENSE)/REVENUE										
Governmental activities	\$ (18,238,416)	\$ (19,679,047)	\$ (21,345,093)	\$ (20,772,599)	\$ (22,914,337)	\$ (23,894,168)	\$ (24,015,752)	\$ (13,561,383)	\$ (30,739,107)	\$ (25,921,889)
Business-type activities	279,556	247,351	263,706	269,224	260,275	295,982	189,333	138,198	150,192	215,911
Total primary government net (expense) revenue	\$ (17,958,860)	\$ (19,431,696)	\$ (21,081,387)	\$ (20,503,375)	\$ (22,654,062)	\$ (23,598,186)	\$ (23,826,419)	\$ (13,423,185)	\$ (30,588,915)	\$ (25,705,978)

TABLE 2

CITY OF GREENBELT, MARYLAND
Changes In Net Position (continued)
Last Ten Fiscal Years

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
GENERAL REVENUES AND OTHER										
CHANGES IN NET POSITION										
<i>Governmental activities</i>										
<i>Taxes</i>										
Property taxes	\$ 16,537,213	\$ 15,947,690	\$ 17,677,798	\$ 18,604,420	\$ 19,798,514	\$ 21,069,992	\$ 22,297,368	\$ 22,957,982	\$ 23,102,869	\$ 23,796,842
Income taxes	2,698,065	2,767,424	3,014,029	3,021,774	3,713,722	3,405,884	3,612,331	3,832,003	4,093,905	4,259,779
Admissions and amusement	149,475	172,587	93,980	160,392	138,361	537,587	9,866	130,922	183,176	150,295
Hotel/motel	716,840	975,032	1,001,334	956,465	722,739	475,154	321,283	475,698	613,366	731,725
Investment earnings	2,988	14,274	39,243	116,933	228,349	190,637	13,868	25,033	1,042,372	1,516,485
Miscellaneous	37,545	540,485	79,950	65,367	76,920	206,213	4,064	94,697	543,377	777,291
Total governmental activities	20,142,126	20,417,492	21,906,334	22,925,351	24,678,605	25,885,467	26,258,780	27,516,335	29,579,065	31,232,417
<i>Business-type activities</i>										
Green Ridge House	237	1,417	4,271	13,426	29,632	21,598	1,585	2,256	49,280	76,189
Total business-type activities	237	1,417	4,271	13,426	29,632	21,598	1,585	2,256	49,280	76,189
Total primary government	\$ 20,142,363	\$ 20,418,909	\$ 21,910,605	\$ 22,938,777	\$ 24,708,237	\$ 25,907,065	\$ 26,260,365	\$ 27,518,591	\$ 29,628,345	\$ 31,308,606
CHANGES IN NET POSITION										
Governmental activities	\$ 1,903,710	\$ 738,445	\$ 561,241	\$ 2,152,752	\$ 1,764,268	\$ 1,991,299	\$ 2,243,028	\$ 13,954,952	\$ (1,160,042)	\$ 5,310,528
Business-type activities	279,793	248,768	267,977	282,650	289,907	317,580	190,918	140,454	199,472	292,100
Total primary government	\$ 2,183,503	\$ 987,213	\$ 829,218	\$ 2,435,402	\$ 2,054,175	\$ 2,308,879	\$ 2,433,946	\$ 14,095,406	\$ (960,570)	\$ 5,602,628

TABLE 3

CITY OF GREENBELT, MARYLAND
Fund Balances, Governmental Funds
Last Ten Fiscal Years

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
GENERAL FUND										
Non-spendable	\$ 65,714	\$ 161,308	\$ 197,852	\$ 80,259	\$ 268,907	\$ 91,771	\$ 234,653	\$ 246,358	\$ 138,884	\$ 183,860
Committed	1,775,101	2,059,102	2,142,243	2,302,816	387,277	394,929	390,048	337,163	353,015	7,625,093
Assigned	697,328	70,416	131,721	-	-	150,374	636,589	1,088,382	3,243,495	2,257,790
Unassigned	3,851,015	3,623,650	4,090,471	4,873,785	5,881,104	7,290,786	9,921,881	12,077,614	13,875,506	8,244,423
Total general fund	\$ 6,389,158	\$ 5,914,476	\$ 6,562,287	\$ 7,256,860	\$ 6,537,288	\$ 7,927,860	\$ 11,183,171	\$ 13,749,517	\$ 17,610,900	\$ 18,311,166
ALL OTHER GOVERNMENTAL FUNDS										
<i>Restricted, reported in</i>										
Debt service funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,206	\$ 66,495	\$ 22,275	\$ 9,378	\$ 18,787
Capital projects funds	-	-	-	-	-	669,897	230,111	168,151	131,990	139,008
Special Projects Funds	-	-	-	-	-	-	-	143,517	4,152,416	3,355,558
Nonmajor governmental funds	-	-	-	-	-	93,395	118,505	-	-	-
<i>Committed, reported in</i>										
Debt service funds	-	-	-	-	-	-	-	-	-	-
Capital projects funds	-	-	-	-	1,214,185	3,079,619	2,641,919	2,669,477	2,697,730	2,584,904
2001 Bond Fund	-	-	-	-	-	-	-	-	-	-
Special revenue funds	-	-	-	-	-	-	-	-	-	-
Nonmajor governmental funds	-	-	-	-	-	-	-	-	-	-
<i>Assigned, reported in</i>										
Debt service funds	10,572	10,635	10,927	162,444	337,268	-	-	-	-	-
Capital projects funds	232,633	340,540	411,474	384,770	2,691,694	21,889	530,978	379,841	296,261	249,514
2001 Bond Fund	90,316	-	-	-	-	-	-	-	-	-
Special Projects Funds	579,774	566,013	665,746	-	-	-	-	10,380,385	145,149	1,718,808
Nonmajor governmental funds	-	-	-	462,571	455,598	868,589	876,364	-	-	-
Total assigned	913,295	917,188	1,088,147	1,009,785	3,484,560	890,478	1,407,342	10,760,226	441,410	1,968,322
<i>Unassigned (deficit), reported in</i>										
Debt service funds	-	-	-	-	-	-	-	-	-	-
Capital projects funds	-	-	-	-	-	-	-	-	-	-
2001 Bond Fund	(1,336,036)	(1,028,670)	(1,028,670)	-	-	-	-	-	-	-
Nonmajor governmental funds	-	-	-	(5,117)	(5,117)	(5,117)	(5,117)	(18,518)	(8,178)	(8,178)
Total all other governmental funds	\$ (422,741)	\$ (111,482)	\$ 59,477	\$ 1,004,668	\$ 4,693,628	\$ 4,847,478	\$ 4,459,255	\$ 13,745,128	\$ 7,424,746	\$ 8,058,401

Notes: Prior to FY2019, the General Fund included three other funds budgeted annually for financial reporting. The Greenbelt West Fund, formerly shown in the General Fund, is included with the Capital Projects Fund as assigned funds. As a result, the committed fund for the General Fund in FY2019 is significantly lower than a year ago.

TABLE 4

CITY OF GREENBELT, MARYLAND
Changes In Fund Balances, Governmental Funds
Last Ten Fiscal Years

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
REVENUES										
Taxes and special assessments	\$ 19,954,117	\$ 19,863,400	\$ 21,763,524	\$ 22,563,022	\$ 24,127,268	\$ 25,268,180	\$ 26,142,749	\$ 27,209,415	\$ 28,185,197	\$ 29,408,951
Licenses and permits	1,853,409	1,742,760	1,783,119	1,808,319	1,731,692	1,559,690	1,689,379	1,430,711	1,477,243	1,475,852
Intergovernmental	2,204,925	1,857,385	1,661,061	1,682,567	1,613,884	1,372,632	2,872,290	13,135,853	2,246,315	7,365,675
Charges for services	2,077,323	2,092,113	2,293,513	2,237,168	2,325,188	1,752,850	1,009,747	1,519,811	2,088,494	2,358,978
Fines and forfeitures	1,075,770	1,111,129	968,227	762,639	668,552	1,493,638	824,268	922,822	1,023,772	992,901
Interest	2,988	14,274	39,243	116,933	228,349	190,637	13,868	25,033	1,042,372	1,516,486
Contributions	160,920	116,558	103,064	102,589	192,135	143,697	137,993	228,447	380,575	551,096
Greenbelt West development fees	13,877	500,000	60,000	-	20,000	147,428	-	-	-	-
Miscellaneous	378,903	187,574	118,500	390,808	183,338	194,047	193,559	227,988	138,256	104,143
Total revenues	27,722,232	27,485,193	28,790,251	29,664,045	31,090,406	32,122,799	32,883,853	44,700,080	36,582,224	43,774,082
EXPENDITURES										
General government	2,850,760	2,987,613	3,478,853	3,440,727	4,360,002	4,191,947	4,317,897	4,226,286	4,019,685	7,302,809
Community development	1,130,706	1,026,002	1,113,275	824,914	940,682	809,160	858,938	853,140	855,672	1,267,093
Public safety	10,389,502	10,380,322	10,254,263	10,138,253	10,688,709	10,659,983	10,420,951	10,722,398	12,581,224	14,134,494
Public works	4,957,171	4,098,400	3,625,253	4,222,257	9,265,483	5,173,464	4,494,844	5,240,953	5,286,643	7,071,657
Social services	943,109	1,010,767	1,079,983	1,181,267	1,304,510	1,245,851	1,266,955	3,200,756	1,542,080	2,743,898
Parks and recreation	5,857,208	6,325,726	6,766,972	6,472,145	6,092,483	7,646,435	5,236,946	6,010,558	7,435,041	8,864,623
Miscellaneous	1,041,085	1,264,639	1,097,736	1,189,570	1,196,880	1,330,818	2,682,547	1,539,087	6,281,823	16,536
<i>Debt service</i>										
Principal	310,763	321,998	334,148	346,552	405,203	617,513	4,805,060	805,912	819,646	833,720
Interest	244,384	233,149	220,998	208,596	224,277	384,567	269,631	229,610	219,409	205,331
Other services	-	-	-	-	9,947	46,851	86,128	19,162	-	-
Total expenditures	27,724,688	27,648,616	27,971,481	28,024,281	34,488,176	32,106,589	34,439,897	32,847,862	39,041,223	42,440,161
Excess of revenues over (under) expenditures	(2,456)	(163,423)	818,770	1,639,764	(3,397,770)	16,210	(1,556,044)	11,852,218	(2,458,999)	1,333,921
OTHER FINANCING SOURCES (USES)										
Debt issued	-	-	-	-	6,367,158	1,582,212	4,423,132	-	-	-
Payment of unfunded pension liability	-	-	-	-	-	-	-	-	-	-
Transfers in	905,000	1,507,500	1,340,000	2,468,670	3,964,040	1,707,000	1,406,400	2,807,000	3,336,317	2,809,479
Transfers out	(905,000)	(1,507,500)	(1,340,000)	(2,468,670)	(3,964,040)	(1,707,000)	(1,406,400)	(2,807,000)	(3,336,317)	(2,809,479)
Total other financing sources (uses)	-	-	-	-	6,367,158	1,582,212	4,423,132	-	-	-
Net change in fund balances	\$ (2,456)	\$ (163,423)	\$ 818,770	\$ 1,639,764	\$ 2,969,388	\$ 1,598,422	\$ 2,867,088	\$ 11,852,218	\$ (2,458,999)	\$ 1,333,921
Debt service as a percentage of noncapital expenditures	2.3%	2.2%	2.1%	2.1%	2.3%	3.6%	15.4%	3.4%	2.8%	2.8%

TABLE 5

CITY OF GREENBELT, MARYLAND
Program Revenues By Function/Program
Last Ten Fiscal Years
(Full Accrual Basis of Accounting)

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
FUNCTION/PROGRAM										
<i>Governmental activities</i>										
General Government	\$ 1,106,760	\$ 879,803	\$ 839,524	\$ 818,172	\$ 846,493	\$ 817,484	\$ 2,208,336	\$ 12,214,930	\$ 880,597	\$ 5,912,790
Planning and community development	1,726,775	1,142,323	1,144,156	1,189,803	1,110,990	931,549	1,113,688	914,703	1,003,104	1,053,323
Public safety	1,871,465	1,832,054	1,684,432	1,468,835	1,254,654	2,091,063	1,341,172	1,804,536	1,745,175	2,233,767
Public works	798,972	775,290	883,300	903,845	849,923	841,357	931,836	842,023	908,267	1,088,262
Social services	191,682	182,374	197,846	135,082	199,872	228,657	190,613	251,612	415,516	524,725
Parks and recreation	2,031,928	2,226,132	2,151,776	2,402,986	2,251,430	1,364,200	796,692	1,343,131	2,313,523	1,965,701
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-	-	-	-	-	-
Subtotal governmental activities	<u>7,727,582</u>	<u>7,037,976</u>	<u>6,901,034</u>	<u>6,918,723</u>	<u>6,513,362</u>	<u>6,274,310</u>	<u>6,582,337</u>	<u>17,370,935</u>	<u>7,266,182</u>	<u>12,778,568</u>
<i>Business activities</i>										
Green Ridge House	<u>1,440,942</u>	<u>1,475,508</u>	<u>1,451,831</u>	<u>1,466,561</u>	<u>1,430,283</u>	<u>1,524,188</u>	<u>1,497,148</u>	<u>1,513,441</u>	<u>1,588,818</u>	<u>1,730,129</u>
Subtotal business activities	<u>1,440,942</u>	<u>1,475,508</u>	<u>1,451,831</u>	<u>1,466,561</u>	<u>1,430,283</u>	<u>1,524,188</u>	<u>1,497,148</u>	<u>1,513,441</u>	<u>1,588,818</u>	<u>1,730,129</u>
Total primary government	<u>\$ 9,168,524</u>	<u>\$ 8,513,484</u>	<u>\$ 8,352,865</u>	<u>\$ 8,385,284</u>	<u>\$ 7,943,645</u>	<u>\$ 7,798,498</u>	<u>\$ 8,079,485</u>	<u>\$ 18,884,376</u>	<u>\$ 8,855,000</u>	<u>\$ 14,508,697</u>

TABLE 6

CITY OF GREENBELT, MARYLAND
Tax Revenues By Source
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)

<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>Income Tax</u>	<u>Admissions and Amusements</u>	<u>State Highway Tax</u>	<u>Hotel Motel Tax</u>	<u>Total</u>
2015	\$ 16,324,747	\$ 2,457,117	\$ 149,475	\$ 305,938	\$ 716,840	\$ 19,954,117
2016	15,651,561	2,674,505	172,587	389,715	975,032	19,863,400
2017	17,401,528	2,896,261	93,980	370,421	1,001,334	21,763,524
2018	18,305,617	2,747,029	160,392	393,519	956,465	22,563,022
2019	19,457,796	3,371,654	138,361	436,718	722,739	24,127,268
2020	20,658,479	3,090,759	537,587	506,201	475,154	25,268,180
2021	21,820,419	3,419,532	9,866	571,649	321,283	26,142,749
2022	22,446,318	3,550,113	130,922	606,364	475,698	27,209,415
2023	23,102,868	3,698,845	183,176	586,941	613,366	28,185,196
2024	23,796,843	4,022,879	158,635	698,870	731,725	29,408,952
Change						
2015 - 2024	45.8%	63.7%	0.5%	128.4%	2.1%	47.4%

Note: In the fall of 2016, the theaters at Beltway Plaza were sold to AMC. A&A taxes were not credited properly to the City. The reduction in revenue for 2017 corresponds with these revenues being credited to another jurisdiction. This matter was resolved in FY2020. With the onset of Covid-19, Hotel/Motel taxes were significantly impacted in FY2020 as well as A&A Taxes in FY2021.

TABLE 7

CITY OF GREENBELT, MARYLAND
General Fund Revenues By Source ⁽¹⁾
Last Ten Fiscal Years
(Amounts Expressed in Thousands)

<u>Fiscal Year</u>	<u>Property Taxes ⁽²⁾</u>	<u>State Shared Revenues ⁽³⁾</u>	<u>Licenses and Permits</u>	<u>Inter-Governmental</u>	<u>Charges For Services</u>	<u>Fines and Forfeitures</u>	<u>Interest</u>	<u>Misc.</u>	<u>Total</u>
2015	\$ 16,325	\$ 3,629	\$ 1,688	\$ 1,268	\$ 2,077	\$ 1,076	\$ 3	\$ 368	\$ 26,434
2016	15,651	4,212	1,488	1,473	2,092	1,082	12	753	26,763
2017	17,402	4,362	1,524	1,468	2,293	903	33	273	28,258
2018	18,306	4,257	1,560	1,484	2,237	745	101	445	29,135
2019	19,458	4,669	1,485	1,280	2,325	651	159	363	30,390
2020	20,659	4,609	1,313	1,128	1,753	956	125	282	30,825
2021	21,821	4,322	1,465	2,558	1,010	808	9	324	32,317
2022	22,446	4,763	1,218	1,268	1,520	913	12	343	32,483
2023	23,103	5,082	1,290	1,679	2,089	1,022	466	519	35,250
2024	23,797	5,612	1,312	1,856	2,359	696	718	403	36,753

⁽¹⁾ Data presented on budgetary basis.

⁽²⁾ Includes additions and abatements, penalties and interest, payments in lieu of taxes, and tax credit for elderly.

⁽³⁾ Includes admissions and amusements, highway, hotel/motel, and income tax.

Source: Office of Finance

TABLE 8

CITY OF GREENBELT, MARYLAND
Governmental Expenditures By Function
Last Ten Fiscal Years
(Amounts Expressed In Thousands)

<u>Fiscal Year</u>	<u>General Government</u>	<u>Planning and Comm. Dev.</u>	<u>Public Safety</u>	<u>Public Works</u>	<u>Social Services</u>	<u>Recreation and Parks</u>	<u>Misc. and Non-Dept</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Total</u>
2015	\$ 2,851	\$ 1,131	\$ 10,162	\$ 3,260	\$ 943	\$ 5,547	\$ 1,041	\$ 2,235	\$ 555	\$ 27,725
2016	2,987	1,026	10,356	3,549	1,011	6,195	1,265	705	555	27,649
2017	3,479	1,113	10,254	3,175	1,080	6,458	1,098	759	555	27,971
2018	3,441	825	10,138	3,677	1,181	6,283	1,190	734	555	28,024
2019	3,615	941	10,689	4,201	1,177	5,917	1,197	6,112	639	34,488
2020	4,043	809	10,660	4,419	1,246	5,768	1,331	2,781	1,049	32,106
2021	4,318	859	10,421	4,055	1,267	5,030	2,682	647	5,161	34,440
2022	4,226	853	10,722	4,276	3,201	5,831	1,539	1,144	1,055	32,847
2023	4,020	856	12,581	4,247	1,542	6,834	6,260	1,641	1,061	39,042
2024	7,303	1,267	14,134	5,351	2,744	8,865	17	1,720	1,039	42,440

Source: Office of Finance

The majority of miscellaneous expenditures for 2023 were funded by the American Rescue Plan Act (ARPA). Since ARPA revenues were not recurring, the related expenditures were classified as “miscellaneous” to distinguish them from recurring expenditures. For 2024 a change was made for external financial reporting to classify substantially all miscellaneous expenditures by function.

TABLE 9

CITY OF GREENBELT, MARYLAND

Assessed and Estimated Actual Value - Taxable Property

Last Ten Fiscal Years

(In Thousands of Dollars)

Fiscal Year	Real Property		Personal Property		Total Assessed Value	Total Direct Tax Rate % ^(c)
	Assessed Value	Direct Tax Rate % ^(c)	Assessed Value	Direct Tax Rate % ^(c)		
2015	\$ 1,792,727	0.8125	\$ 93,209	1.7225	\$ 1,885,936	2.535
2016	1,812,831	0.8125	91,576	1.7225	1,904,407	2.535
2017	1,923,207	0.8125	100,486	1.7225	2,023,693	2.535
2018	2,056,842	0.8125	103,131	1.7225	2,159,973	2.535
2019	2,176,955	0.8125	101,655	1.7225	2,278,610	2.535
2020	2,344,656	0.8275	95,056	1.7225	2,439,712	2.550
2021	2,414,602	0.8275	102,940	1.7225	2,517,542	2.550
2022	2,513,816	0.8275	95,762	1.7225	2,609,578	2.550
2022	2,513,816	0.8275	95,762	1.7225	2,609,578	2.550
2023	2,656,947	0.8275	98,999	1.7225	2,755,946	2.550
2024	2,764,648	0.8275	83,194	1.7225	2,847,842	2.550

(a) Real and Personal property are assessed at 100% of estimated actual value.

(b) Property owned by the City, other governments and non-profit organizations is exempt from property taxes and not included in the estimate of actual value.

(c) In dollars per \$100 of assessed value.

TABLE 10

CITY OF GREENBELT, MARYLAND
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years
(Amounts Expressed in Thousands)

Fiscal Year	City Direct Rates(1)			Overlapping Rates(2)			
	Real Estate	Personal Property Tax	Total Direct	Prince George's County	State of Maryland	Maryland National - Capital Park and Planning Commission	Washington Suburban Sanitary Commission
2015	\$ 0.8125	\$ 1.7225	\$ 2.5350	\$ 0.8190	\$ 0.1120	\$ 0.1246	\$ 0.0540
2016	0.8125	1.7225	2.535	0.8610	0.1120	0.1346	0.0540
2017	0.8125	1.7225	2.535	0.8590	0.1120	0.1346	0.0540
2018	0.8125	1.7225	2.535	0.8540	0.1120	0.1346	0.0540
2019	0.8125	1.7225	2.535	0.8490	0.1120	0.1346	0.0540
2020	0.8275	1.7225	2.550	0.8430	0.1120	0.1346	0.0540
2021	0.8275	1.7225	2.550	0.8360	0.1120	0.2940	0.0540
2022	0.8275	1.7225	2.550	0.8470	0.1120	0.2940	0.0540
2023	0.8275	1.7225	2.550	0.8470	0.1120	0.2940	0.0540
2024	0.8275	1.7225	2.550	0.8680	0.1120	0.2940	0.0540

Source: Office of Finance

NOTES:

- (1) In dollars per \$100 of assessed value. Partial year real property improvements billed at pro-rata tax rate.

There are no statutory limits on the City tax rates. Compliance is required with the constant yield tax rate laws of the State of Maryland. Taxes are due July 1st and become delinquent on the following October 1st; however, homeowners can split their payments paying 50% by September 30th and 50% by December 31st each year. No discounts are allowed. Interest of 2/3 of 1% and a 1% penalty per month are charged after September 30th, except that tax bills based upon certifications received after September 30th may be paid within thirty days without interest. Penalties: Cost of tax sale only. Tax sale date is the second Monday in May. Taxes on real property are collected by sale, legal action or both. Taxes on personal property are enforced by legal action.

- (2) Overlapping rates are those of local, county and state governments that apply to property owners within the City of Greenbelt.

Not all overlapping rates apply to all Greenbelt property owners.

TABLE 11

CITY OF GREENBELT, MARYLAND

Principal Taxpayers

Current Year and Ten Years Ago

(Amounts Expressed in Thousands)

Taxpayer	Type of Business	2024					2015				
		Real Property Assessment	Personal Property Assessment	Taxable Assessed Value	Percentage of Total City Taxable	Rank	Real Property Assessment	Personal Property Assessment	Taxable Assessed Value	Percentage of Total City Taxable	Rank
Empirian Village of MD LLC (former SHL LTD Partnership)	SHL Apartments	\$ 313,354	\$ 1,439	\$ 314,793	11.05%	1	\$ 158,597	\$ 16,518	\$ 175,115	9.61%	2
Greenbelt Homes, Inc.	Housing Cooperative	267,085	357	267,442	9.39%	2	181,932	180	182,112	9.99%	1
Lerner Development Company	University Square Apts.	97,745	87	97,832	3.44%	3	43,867	62	43,929	2.41%	7
GB Mall Ltd Partnership	Retail Shopping Center	94,725	112	94,837	3.33%	4	71,995	75	72,070	3.95%	4
BE Glen Oaks LLC (formerly Delaware Greenbelt Corp)	Glen Oaks Apartments	73,151	-	73,151	2.57%	5	58,392	-	58,392	3.20%	5
Greenway Plaza LLC	Retail Shopping Center	67,858	-	67,858	2.38%	6	56,027	-	56,027	3.07%	6
MCM Ivy LLC (formerly SHL Associates)	Commerical Office Space	65,199	-	65,199	2.29%	7	88,869	65	88,934	4.88%	3
Greenbelt Residential Hldg LLC	Apartments	59,066	-	59,066	2.07%	8					
Sullyfield MTC LLC	Commercial Office Space	40,257	-	40,257	1.41%	9	40,283	-	40,283	2.21%	8
6320 Golden Triangle MD LLC	Hotel	28,364	1,803	30,167	1.06%	10					
SRA Golden Triangle (formerly Harbinger Golden Triangle)	Commerical Office Space	-	-	-	0.00%		28,165	-	28,165	1.55%	9
Patriot Business Park LLC	Commercial Office Space	-	-	-	0.00%		27,367	-	27,367	1.50%	10
		<u>\$ 1,106,804</u>	<u>\$ 3,798</u>	<u>\$ 1,110,602</u>	<u>39.00%</u>		<u>\$ 755,494</u>	<u>\$ 16,900</u>	<u>\$ 772,394</u>	<u>42.37%</u>	

Source: Office of Finance

TABLE 12

CITY OF GREENBELT, MARYLAND
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended June 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2015	\$ 15,696,279	\$ 16,152,275	102.91%	\$ (474,925)	\$ 15,677,350	99.88%
2016	16,158,785	16,416,732	101.60%	(275,572)	16,141,160	99.89%
2017	17,162,118	17,337,961	101.02%	(208,329)	17,129,632	99.81%
2018	18,508,404	18,406,060	99.45%	48,105	18,454,165	99.71%
2019	19,442,875	19,246,593	98.99%	158,005	19,404,598	99.80%
2020	20,669,536	20,460,839	98.99%	186,023	20,646,862	99.89%
2021	21,641,122	21,545,613	99.56%	56,434	21,602,047	99.82%
2022	22,394,172	22,195,868	99.11%	165,732	22,361,600	99.85%
2023	23,751,676	23,396,832	98.51%	81,784	23,478,616	98.85%
2024	24,218,350	23,955,034	98.91%	-	23,955,034	98.91%

Source: Office of Finance

TABLE 13

CITY OF GREENBELT, MARYLAND
Ratio of Outstanding Debt By Type
Last Ten Fiscal Years

Fiscal Year	Governmental Activities		Business-type Activities	Total Primary Government	Percentage of Personal Income ^(a)	Per Capita ^(a)
	General Obligation Bonds & Loans	Special Obligation Bonds	Mortgage Loan			
2015	\$ 5,821,268	\$ -	\$ 569,844	\$ 6,391,112	1.55%	\$ 264.92
2016	5,499,270	-	346,022	5,845,292	1.31%	240.73
2017	5,165,122	-	105,470	5,270,592	1.17%	220.44
2018	4,818,570	-	-	4,818,570	0.97%	205.14
2019	4,459,118	6,321,410	-	10,780,528	1.96%	463.06
2020	5,614,606	6,076,621	-	11,691,227	2.12%	501.47
2021	5,485,517	5,823,782	-	11,309,299	2.06%	468.99
2022	4,940,759	5,562,628	-	10,503,387	1.89%	427.75
2023	4,390,855	5,292,886	-	9,683,741	1.67%	403.42
2024	3,835,747	5,014,274	-	8,850,021	1.44%	363.30

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

^(a) See Table 17 for personal income and population data.

TABLE 14

CITY OF GREENBELT, MARYLAND
Ratio of General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	General Bonded Debt Outstanding							Percentage of Actual Taxable Value ^(a) of Property
	2020A Refunding Bonds	2020B Refunding Bonds	2001 Bonds	Pension Refunded Bonds	Special Obligation Bonds	MD Water Quality Bonds	Total	
2015	\$ -	\$ -	\$ 3,017,753	\$ 2,803,515	\$ -	\$ -	\$ 5,821,268	0.31%
2016	-	-	2,787,469	2,711,801	-	-	5,499,270	0.29%
2017	-	-	2,550,016	2,615,105	-	-	5,165,121	0.26%
2018	-	-	2,305,411	2,513,159	-	-	4,818,570	0.22%
2019	-	-	2,053,441	2,405,675	6,321,409	-	10,780,525	0.47%
2020	-	-	1,794,037	2,292,357	6,076,621	1,528,212	11,691,227	0.48%
2021	1,540,294	2,180,457	-	-	5,823,782	1,764,766	11,309,299	0.45%
2022	1,247,607	2,017,987	-	-	5,562,628	1,675,165	10,503,387	0.40%
2023	952,422	1,853,227	-	-	5,292,886	1,585,206	9,683,741	0.35%
2024	654,717	1,686,144	-	-	5,014,273	1,494,887	8,850,021	0.31%

^(a) See Table 9 for property value data.

^(b) Population data can be found in Table 17.

TABLE 15

CITY OF GREENBELT, MARYLAND
 Computation of Direct and Overlapping Bonded Debt
 General Obligation Bonds
 June 30, 2024

<u>Jurisdiction</u>	<u>Net General Obligation Debt Outstanding</u>	<u>Greenbelt</u>	<u>Amount Applicable to Greenbelt</u>
DIRECT DEBT			
<i>City of Greenbelt</i>			
Direct debt	<u>\$ 8,850,021</u>	100.00%	<u>\$ 8,850,021</u>
Total direct debt	<u>8,850,021</u>		<u>8,850,021</u>
OVERLAPPING			
Prince George's County	2,705,378,055	2.14% (1)	57,995,338
Washington Suburban Sanitary Commission	1,244,253,278	2.14% (1)	26,673,126
Maryland-National Capital Park and Planning Commission	<u>109,966,805</u>	2.14% (1)	<u>2,357,364</u>
Total overlapping debt	<u>4,059,598,138</u>		<u>87,025,828</u>
Total direct and overlapping debt	<u>\$ 4,068,448,159</u>		<u>\$ 95,875,849</u>

(1) Ratio of Assessed Taxable Value in the City to the total Assessed Value in the County.

NOTE: Overlapping Debt is not bonded debt of the City of Greenbelt on either a direct or contingent basis but represents the share of debt of overlapping governmental units which the residents of the City of Greenbelt are obligated to pay through the direct tax levies of the respective governmental units.

TABLE 16

CITY OF GREENBELT, MARYLAND
Legal Debt Margin Information
Last Ten Fiscal Years

										Legal Debt Margin Calculation for Fiscal Year 2024	
										Assessed value	\$ 2,847,841,633
										Add: Exempt real property	<u>189,913,269</u>
										Total assessed value	<u>\$ 3,037,754,902</u>
										Debt limit (4% of assessed value)	\$ 121,510,196
										<i>Debt applicable to limit</i>	
										Total bonded debt	8,850,021
										Less: Special assessments bonds	<u>-</u>
										Total net debt applicable to limit	<u>8,850,021</u>
										Legal debt margin	<u>\$ 112,660,175</u>
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	
Debt limit	\$ 81,011,519	\$ 70,594,200	\$ 74,838,311	\$ 79,758,524	\$ 83,981,802	\$ 90,424,972	\$ 107,977,015	\$ 111,772,832	\$ 117,717,231	\$ 121,510,196	
Total net debt applicable to limit	<u>5,821,268</u>	<u>5,499,270</u>	<u>5,165,121</u>	<u>4,818,570</u>	<u>10,780,525</u>	<u>11,691,227</u>	<u>11,309,299</u>	<u>10,503,387</u>	<u>9,683,741</u>	<u>8,850,021</u>	
Legal debt margin	<u>\$ 75,190,251</u>	<u>\$ 65,094,930</u>	<u>\$ 69,673,190</u>	<u>\$ 74,939,954</u>	<u>\$ 73,201,277</u>	<u>\$ 78,733,745</u>	<u>\$ 96,667,716</u>	<u>\$ 101,269,445</u>	<u>\$ 108,033,490</u>	<u>\$ 112,660,175</u>	
Total net debt applicable to the limit as a percentage of debt limit	<u>7.19%</u>	<u>7.79%</u>	<u>6.90%</u>	<u>6.04%</u>	<u>12.84%</u>	<u>12.93%</u>	<u>10.47%</u>	<u>9.40%</u>	<u>8.23%</u>	<u>7.28%</u>	

NOTE: The increase in total debt is due to the issuance of tax incremental financing bonds in FY2019 and the MD Water Quality debt in FY2020. See Note 8 for more information.

TABLE 17

CITY OF GREENBELT, MARYLAND
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population	Personal Income ⁽¹⁾	Per Capita Income	Median Age	School Enrollment ⁽³⁾	Unemployment Rate ⁽⁴⁾
2015	24,125	\$ 411,891,855	\$ 17,073	33.3	5,074	4.8
2016	24,282	445,163,965	18,333	33.3	5,329	3.9
2017	23,909	449,639,775	18,806	33.7	5,300	3.9
2018	23,489	494,701,969	21,061	33.2	5,443	3.7
2019	23,281	550,218,206	23,634	33.7	5,542	3.6
2020	23,314	550,218,206	23,600	33.8	5,458	8.4
2021	24,114	547,673,137	22,712	35.5	7,425	5.7
2022	24,555	554,688,640	22,590	35.9	7,172	3.7
2023	24,005	580,019,597	24,163	36.2	6,904	2.5
2024	24,360	612,505,435	25,144	37.2	6,941	3.3

Sources:

- (1) State of Maryland
- (2) Board of Education of Prince George's County
- (3) From COG's REMS - June

TABLE 18

CITY OF GREENBELT, MARYLAND

Principal Employers

Current Year and Ten Years Ago

Employer	2024			2015		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
City of Greenbelt	514	1	10.60%	463	1	8.60%
The Whiting-Turner Contracting Co.	344	2	7.10%	-		-
Bozzuto & Associates	324	3	6.70%	358	2	6.70%
Target Corporation	187	4	3.90%	-		-
Eleanor Roosevelt High School	155	5	3.20%	210	4	3.90%
Greenbelt Middle School	146	6	3.00%	-		-
Giant of Maryland LLC	139	7	2.90%	-		-
Martin's Inc.	122	8	2.50%	172		3.20%
Springhill Lake Elementary School	95	9	2.00%	117		2.20%
Law Offices of Chasen & Boscolo	88	10	1.80%	-	5	-
CVR Management LLC	-		0.00%	248	9	4.60%
Springhill Lake Hotel Partners LLC	-		0.00%	139		2.60%
Atlantic Restaurant Partners	-		0.00%	120	3	2.20%
Safeway Inc.	-		0.00%	120	6	2.20%
Empirian Village of MD LLC	-		0.00%	108	7	2.00%
All others	2,743		56.30%	3,321		61.80%
Total	4,857		100.00%	5,376		100.00%

Source: Data is taken from employers who made information available.

TABLE 20

CITY OF GREENBELT, MARYLAND
 Authorized Full-Time Equivalent City Government
 Employees By Function/Program
 Last Ten Fiscal Years

FUNCTION/PROGRAM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<i>General Government</i>										
City Council	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Administration	6.00	6.00	6.00	6.00	5.00	5.00	5.00	5.00	7.00	7.00
Economic Development	-	-	-	-	1.00	1.00	1.00	1.10	1.10	1.50
Finance and Administrative Services	7.00	7.00	7.00	7.00	5.00	5.00	5.00	6.00	5.00	5.00
Human Resources	-	-	-	-	3.00	3.00	3.00	3.00	3.00	4.00
Information Technology	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	6.00	6.00
Community Promotion	1.50	1.50	1.50	2.00	3.50	2.50	2.50	2.50	2.50	2.50
Museum	1.00	1.00	1.00	1.00	1.00	1.00	1.40	1.40	1.40	1.40
<i>Planning and Community Development</i>	9.50	9.50	8.00	8.00	9.00	9.00	9.00	9.00	10.00	10.00
<i>Public Safety</i>										
Officers	55.00	55.00	55.00	55.00	55.00	55.00	53.00	53.00	53.00	53.00
Civilians	15.00	15.00	15.00	15.00	15.00	15.00	17.00	17.00	18.00	19.00
Parking Enforcement	-	-	1.50	1.50	1.50	1.50	1.50	1.50	1.50	2.00
Animal Control	2.50	2.50	2.50	2.50	3.50	3.50	3.50	3.50	3.50	3.00
<i>Public Works</i>										
Administration	6.00	6.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Intra-City Transit Service	1.50	1.50	1.50	1.40	1.40	1.40	1.40	1.40	1.40	1.40
Street Maintenance	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Four Cities Street Sweeper	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Refuse Collection	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
Facilities Maintenance	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Custodial Operations	8.00	8.00	8.00	8.00	9.00	9.00	9.00	9.00	9.00	9.00
Horticultural Services	5.00	5.00	5.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Parks - Playground and Ballfield Maintenance	9.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Summer Help	-	0.40	0.80	1.20	1.60	1.60	1.60	1.60	1.60	1.60
<i>Social Services</i>										
CARES	6.20	6.50	6.60	6.60	7.10	7.10	8.60	11.10	10.60	10.60
Greenbelt Assistance in Living	2.00	2.50	2.70	2.70	3.50	3.50	3.50	4.00	3.50	5.50
Service Coordinator Program	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<i>Parks and Recreation</i>										
Recreation Administration	5.50	5.50	5.50	5.50	5.50	5.50	5.00	5.00	5.50	5.50
Recreation Centers	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	7.00
Aquatic and Fitness Center	19.30	19.30	19.30	19.30	19.30	19.30	19.30	18.80	18.80	19.30
Community Center	8.50	8.50	8.50	8.50	8.50	8.50	9.00	9.00	8.00	8.00
Greenbelt's Kids	11.90	11.90	11.90	11.90	11.90	11.90	11.90	11.90	11.90	12.30
Therapeutic Recreation	2.70	2.70	2.70	2.70	2.70	2.70	2.70	2.70	2.70	2.70
Adult Leisure and Fitness	1.80	1.80	1.80	1.80	1.80	1.80	1.80	1.80	0.80	-
Arts	2.80	3.00	3.00	3.00	3.00	3.00	3.00	4.00	5.00	5.00
Special Events	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40
Total	228.60	232.00	233.70	235.50	242.70	241.70	243.60	248.20	250.70	255.70

TABLE 20

CITY OF GREENBELT, MARYLAND

Source: Finance Department

Operating Indicators by Function/Program

Last Ten Fiscal Years

FUNCTION/PROGRAM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<i>Police</i> ⁽¹⁾										
Parking Violations	129	193	139	2,686	1,433	1,698	716	452	839	1,097
Traffic Violations	4,269	3,997	2,591	2,215	1,834	2,242	1,289	1,669	1,516	1,969
Red Light Camera Violations	5,022	5,866	5,800	5,104	5,903	10,076	8,177	11,029	13,223	12,859
Speed Camera Violations	12,599	17,464	14,007	13,778	15,084	12,510	11,913	10,197	11,917	11,064
Class I Offenses	883	863	772	920	840	837	897	959	1,197	1,717
Criminal Arrests	679	624	438	404	331	441	241	292	341	401
Closure Rate	21%	28%	27%	23%	24%	22%	20%	17%	9%	9%
Calls for Service	25,654	27,445	24,720	25,417	24,006	25,743	27,709	24,294	31,014	34,786
Police Reports	3,165	3,281	2,867	3,054	2,771	2,907	2,549	3,021	2,915	3,798
Motor Vehicle Accidents	972	1,144	1,194	1,184	1,217	1,173	786	999	1,004	870
<i>Refuse Collection</i> ⁽²⁾										
Refuse collected (tons)	1,643	1,749	1,662	1,668	1,627	1,651	1,585	1,600	1,541	1,470
Recyclables collected (tons)	2,034	1,959	1,819	2,300	2,830	2,296	2,032	2,552	2,892	1,973
<i>Transit</i> ⁽²⁾										
Total Route Miles	20,550	20,979	24,282	22,823	23,698	23,408	21,283	22,709	24,561	23,570
Passengers	6,649	6,113	7,258	6,945	7,162	6,768	6,244	6,613	6,536	5,397
<i>Social Services - Greenbelt CARES</i> ⁽³⁾										
Persons receiving Formal Counseling	218	222	193	226	165	194	116	125	140	230
Persons receiving GED Instruction	56	50	27	34	54	43	44	46	40	53
Job Placements	5	3	4	5	3	2	1	11	5	18
Tutoring *	103	107	146	109	169	117	47	36	80	85
<i>Recreation</i> ⁽⁴⁾										
<i>Attendance</i>										
Aquatic and Fitness Center	125,099	112,082	121,372	116,066	124,380	84,863	22,374	109,487	131,674	123,420
Total Recreation Program Participants	420,350	400,494	409,888	407,463	461,112	311,255	95,062	223,183	155,879	186,492

Source:

- (1) Police Department
- (2) Public Works
- (3) Greenbelt CARES
- (4) Recreation Department

TABLE 21

CITY OF GREENBELT, MARYLAND
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

FUNCTION/PROGRAM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<i>Police</i>										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol cars	69	69	68	64	72	71	70	74	79	82
Red light cameras	6	6	5	6	6	6	6	6	6	6
Speed cameras	7	7	7	7	7	7	7	7	7	7
<i>Animal control</i>										
Animal control facility	1	1	1	1	1	1	1	1	1	1
Vehicles	2	2	2	2	2	2	2	2	2	3
<i>Fire stations</i>										
City owned	1	1	1	1	1	1	1	1	1	1
Located nearby and serving city residents	3	3	3	3	3	3	3	3	3	3
<i>Public works</i>										
Vehicles (total)	120	125	123	120	125	133	127	136	134	131
Waste collection trucks	3	4	4	4	4	4	4	4	4	4
Equipment (bulldozers, tractors, etc.)	17	18	23	23	23	23	23	23	21	22
<i>Alternative Fuel Vehicles</i> <i>and equipment by fuel type</i>										
Hybrid	7	9	10	14	14	14	21	28	28	31
Electric	1	1	1	2	4	4	5	6	6	7
Natural gas	3	3	3	3	2	2	-	-	-	-
<i>Other public works</i>										
<i>Miles of roads, streets</i>										
Paved	24.74	24.74	24.74	24.74	24.74	25.34	26	26	26	26
Unpaved	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Traffic lights	3	3	3	3	3	3	3	3	3	3
Street lights (city maint.)	80	80	80	80	80	80	80	80	80	80
Bus shelters	35	35	36	36	36	36	36	36	36	36
Movie theaters	1	1	1	1	1	1	1	1	1	1
<i>Parks and recreation</i>										
Acreage	505.95	505.95	505.95	505.95	505.95	505.95	505.95	505.95	505.95	505.95
Recreation centers	5	5	5	5	5	5	5	5	5	5
Playgrounds	31	31	31	31	31	31	31	31	31	31
Athletic field complexes	4	4	4	4	4	4	4	4	4	4
Tennis courts	10	10	10	10	10	10	10	10	10	10
<i>Pools</i>										
Indoor	1	1	1	1	1	1	1	1	1	1
Outdoor	1	1	1	1	1	1	1	1	1	1
Museums	1	1	1	1	1	1	1	1	1	1
Dog parks	1	1	1	1	1	1	1	1	1	1
Cemetery	1	1	1	1	1	1	1	1		
<i>Miscellaneous</i>										
Transit - Greenbelt Connection	1	1	1	1	1	1	1	1	1	1
Apartment facility - Green Ridge House	1	1	1	1	1	1	1	1		

Source: Finance Department

CITY OF GREENBELT, MARYLAND
Schedule of Insurance in Force
As of June 30, 2024

Name of Company Type of Coverage Details of Coverage	Policy Number	Policy Period	Liability Limits	Annual Premium
Local Government Insurance Trust				
<i>Commercial General (Primary) Liability</i> Insures the city, its agents, employees, and volunteers against losses as a result of bodily injury or property damage where the city becomes legally obligated to pay damages. Defense costs are included in coverage.	PLP-307500	7/1/2023 to 06/30/24	\$1,000,000 each occurrence and \$3,000,000 annual aggregate \$3,000,000 product and completed operations annual aggregate \$1,000,000 Personal Injury and advertising injury each offense. \$5,000 medical expense per person \$100,000 each occurrence \$1,000,000 Marina legal each occurrence \$1,000,000 Fire legal each occurrence \$0 Deductible	\$ 24,069
<i>Special Endorsements</i> Skateboard and BMX Exclusion Exemption Punitive Damages Exclusion Exemption Court Ordered Community Service Workers Defense Costs in Civil Cases seeking Equitable Relief Cyber Loss and Cyber Ins Endorsements Crisis Intervention Endorsement	See Above	7/1/2023 to 06/30/24	\$2,500 Deductible \$200,000/\$500,000 per individual/claim Deductible: \$0 Gen Liab, \$1000 Law and PO Liab \$10,000 Maximum \$500,000 Limit \$25,000 Coverage	Premiums Included in Liability
<i>Police Legal Liability (Wrongful Acts)</i> Insures police officials against wrongful acts arising out of performance of their duties to provide law enforcement. Defense costs included in coverage.	See Above	7/1/2023 to 06/30/24	\$1,000,000 each wrongful act \$3,000,000 annual aggregate \$1,000 deductible each wrongful act Retroactive Date: 07/01/1987	\$ 63,964
<i>Public Officials Legal Liability (Errors and Omissions)</i> Insures elected and appointed officials, boards, councils, commissions, and employees against all losses where the city shall become legally obligated to pay damages from a wrongful act. Defense costs are included in coverage.	See Above	7/1/2023 to 06/30/24	\$1,000,000 each wrongful act \$3,000,000 annual aggregate. \$1,000,000 employee benefits each wrongful act. \$1,000 deductible each wrongful act Retroactive Date: 07/01/1991	\$ 30,764
<i>Business Auto Insurance</i> Insures the city against the cost of investigating, defending, and paying claims for bodily injury and property damage caused by occurrences for which the city may be legally liable and arising out of the ownership, maintenance, or use of any owned, hired, or non-owned vehicle. Endorsements: Surveillance Vehicles, PIP, Uninsured Motorists, Snow Plow No Fault, Pollution Exclusion (Cargo Spills)	See Above	7/1/2023 to 06/30/24	\$1,000,000 combined limit each accident \$30,000/\$60,000 bodily injury \$15,000 property damage <i>Garage keeper's liability:</i> \$1,000,000 collision each accident \$1,000,000 comprehensive each accident \$1,000 comprehensive and collision deductible. Surveillance \$1,000 Deductible, PIP \$2,500 No Fault, Uninsured \$30,000/\$60,000 Injury, \$15,000 property damage, Snow Plow \$10,000, \$10,000 per Occurrence	\$ 103,986
<i>Excess Liability</i> Insures the city against losses in excess of \$1,000,000 for auto liability, commercial general liability, public officials and police legal liability.	PLP-307500	7/1/2023 to 06/30/24	\$5,000,000 per occurrence and aggregate in excess of primary liability limit \$1M/\$3M Commercial Gen. Liability and Public Officials and Police, \$1M Auto	\$ 12,736
<i>Property - All Risk</i> Insures the city against all risk of direct physical loss or damage to buildings and contents at locations per statement of values. Blanket coverage of all real and personal property on replacement cost basis. Includes: valuable papers, fine arts. Endorsements: electronic data, fungus, pathogenic or poisonous materials, cyber, terrorism.	PLP-307500	7/1/2023 to 06/30/24	\$38,966,780 maximum per occurrence. \$100,000 Unscheduled Property \$1,000,000 New Construction \$250,000 for time element and accounts receivable, \$100,000 for valuable papers, \$712,204 for mobile equipment, \$31,394 for fine arts, \$22,750 for historic property \$1,000 deductible. \$1M/\$3M Terrorism Endorsement	\$ - 48938
LGIT (CNA)				
<i>Equipment Breakdown - Boiler and Machinery</i> Insures the city against the loss of direct expenses of investigating, defending, and paying property damage claims arising out of accidents involving the various boilers, pressure vessels, mechanical and electrical machines, AC, refrigeration equip, electrical apparatus and computer or electronic data processing equip, pumps and motors.	R5099619871	7/1/2023 to 06/30/24	\$200M property damage, \$2.5M Water Damage, Expediting Expense, Utility Interruption, \$1M ammonia contamination, spoilage, debris removal hazardous substance, ordinance of law \$500K data and media, green coverage. \$10,000 deductible Errors and Omissions included.	Premiums Included in Property
United States Insurance Services (Tokio Marine Specialty) <i>Pollution Environmental Coverage (includes TRIA)</i> Insures the city against 3rd party claims for onsite and offsite clean-up of new conditions, property damage, and bodily injury. Also includes 3rd party claims from transportation on a product or waste.	PPK1996504	7/1/2023 to 07/01/24	\$2,000,000 each incident and aggregate limit \$10,000 deductible each incident.	\$ 5,706

CITY OF GREENBELT, MARYLAND
Schedule of Insurance in Force (*continued*)
As of June 30, 2024

Name of Company Type of Coverage Details of Coverage	Policy Number	Policy Period	Liability Limits	Annual Premium
United States Insurance Services (Traveler's Insurance Company) <i>Treasurer's (Public Official) Bond</i> Insures the city against any loss should the Treasurer fail to faithfully perform all duties incumbent on him by reason of his office or should he fail to reasonably account for all monies coming into his hands as such officer.	BOQH429605	11/12/2023 to 11/12/24	Bertha Gaymon \$100,000 Bond	\$ 375
United States Insurance Services (Hanover Insurance Company) <i>Commercial Fidelity & Crime Policy</i> Insures the city of dishonest acts by police officers and all other employees. Insures the city for loss inside and outside the premises and for loss by forgery.	BDQ-1849503	7/1/2022 to 06/30/25	\$150,000 employee theft \$1,500 deductible. \$10,000 forgery \$5,000 on premises, in transit, computer crime, funds transfer fraud, claim expense \$500 deductible.	\$ 3,681
KeyRisk/StarNet Insurance Company <i>Workers' Compensation</i> Insures the city against obligations imposed by the Workers' Compensation Law of Maryland and includes employer's liability of \$100,000.	KEY0138188	6/30/2021 to 6/30/2024	\$100,000 each accident.	\$ 1,236,765

Source: Finance Department



City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Jaime Fearer

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

Suggested Action:

Reference: Memorandum – J. Fearer – March 19, 2025

WMATA Bus Stop Infrastructure Request – November 5, 2024

Compiled Community Comments – Westway – July 2024

Compiled Community Comments – Westway – February 2025

APB Report #2025-01: Proposed New Stops on Crescent Road

PowerPoint: 2025 Better Bus Network Proposed New Stops

On November 21, 2024, the WMATA Board adopted the 2025 Better Bus Network, and the adopted changes for Greenbelt are the same as those proposed in the summer of 2024, including the new routing of the P20 and P21 through University Square, as well as near the Greenbelt Community Center and the Greenbelt Branch Library. WMATA has submitted a request to the City to install two new bus stops on Crescent Road in the vicinity of the Greenbelt Library/Greenbelt Community Center to accommodate the new P20 and P21 routing. WMATA staff member William Jones is in attendance to supplement City staff's report. Staff recommends that City Council supports the installation of the two bus stops on Crescent Road to accommodate the adopted new routes.

Attachments:

[25-0319_WMATA's 2025 Better Bus Network P20-P21 Proposed New Stops on Crescent Road_Council Memo_jfearer_FINALv2.pdf](#)

[2024-10_WMATA Greenbelt Letter BBNR.pdf](#)

[Compiled Community Comments_Westway_July 2024_FINAL.pdf](#)

[Compiled Community Comments_Westway_February 2025_FINAL.pdf](#)

[APB Report 2025-01_WMATA's 2025 Better Bus Network - P20-P21 Proposed New Stops on Crescent Road.pdf](#)

[25-0324_2025 Better Bus Network Proposed New Stops_Council_FINAL.pdf](#)



MEMORANDUM

TO: City Council

FROM: Jaime Fearer, AICP, Assistant Director of Planning

VIA: Terri Hruby, AICP, Director of Planning & Community Development

DATE: March 19, 2025

RE: WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

Background

Starting in summer of 2022, WMATA began Phase 1 of a three-phase network redesign project, Better Bus. Phase 1 ran from July 2022 through December 2022 and focused on gathering and analyzing data, and setting goals and priorities. Phase 2 ran from January 2023 through June 2023 and included the development of the Draft Visionary Network that Council provided comments on last summer. Phase 3 ran from July 2023 through Summer 2024, and its focus was on synthesizing feedback and developing two networks for further review: one that is a short-term network that can be deployed right away—the 2025 Better Bus Network—and the other that is a Revised Visionary Network for future implementation.

The City reviewed and provided comments to WMATA in July 2024, and in summary opposed the loss of service in Center City along Crescent Road, Greenhill Road, and Hillside Road due to the proposed discontinuation of TheBus Route 11 as well as diminished cross-City service with the proposed discontinuation of TheBus Route 15X. The City's comments to WMATA expressed support for the addition of Sunday service through Franklin Park and for longer operating hours on three (3) routes, and noted that the proposed new routing of the P20 and P21 through University Square, as well as near the Greenbelt Community Center and the Greenbelt Branch Library, may be a net positive.

Subsequent to the City's consideration of the proposed changes, the Greenbelt Homes, Inc. (GHI) Board and several residents submitted comments to the City and to WMATA in opposition to the change of routing of the P20 and P21 on Crescent and Westway, citing concerns for safety, accessibility, noise, and the loss of on-street parking (community comments, including the GHI Board's July 15, 2024, letter to Council and staff, are attached). WMATA recorded and

considered all public comment received by their deadline, including concerns raised by the GHI board and residents.

On November 21, 2024, the WMATA Board adopted the 2025 Better Bus Network as a cost-neutral network that uses existing resources to provide service and connections across the region. The adopted changes for WMATA service in Greenbelt are the same as those proposed in the summer of 2024, including the addition of Sunday service through Franklin Park; longer operating hours on three (3) routes; and the new routing of the P20 and P21 through University Square, as well as near the Greenbelt Community Center and the Greenbelt Branch Library. The WMATA Board did not vote on any routes assigned to Prince George's County's TheBus, including the potential loss of service in Center City along Crescent Road, Greenhill Road, and Hillside Road due to the proposed discontinuation of TheBus Route 11; and potential reduced cross-City service due to the proposed discontinuation of TheBus Route 15X.

Metro will implement its new bus network and change its bus route names on June 29, 2025. WMATA has submitted a request, attached, to the City to install two new bus stops on Crescent Road in the vicinity of the Greenbelt Library/Greenbelt Community Center to accommodate the new, adopted P20 and P21 routing.

Analysis

The 2025 Network features new bus route names for all Metrobus routes as well as routes run by project partner Prince George's County TheBus. The two routes considered in this memo are:

- P20 Greenbelt-New Carrollton (via Greenbelt Road) – Compare to existing Metrobus G14, B27
- P21 Greenbelt-New Carrollton (via Hanover Parkway) – Compare to existing Metrobus G12; TheBus 11

In Greenbelt Center City specifically, the new routing for both the P20 and P21 requires the addition of a pair of stops near the Greenbelt Branch Library and the Community Center and closure of both the pair of stops near 12 Court Ridge between Southway and Westway and the pair of stops at the intersection of Southway and Crescent Road (see Figure 1, below). No new stops would be added on Westway.

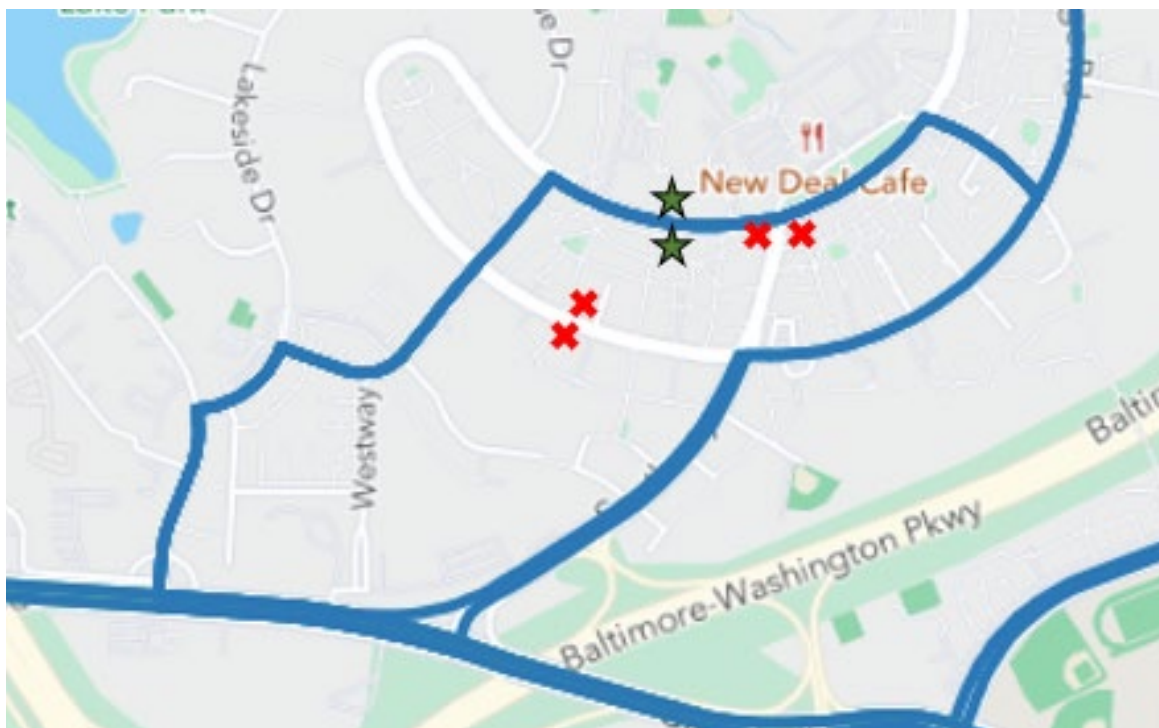


Figure 1: New bus routing through Greenbelt Center City, including proposed stop additions (indicated by green stars) and stop deletions (indicated by red Xs).

For reference, the current pair of stops at 12 Court Ridge have relatively low ridership numbers¹, and both the proposed new stops on Crescent Road and the existing stops on Westway near the intersection with Ridge Road are in proximity.

The proposed new stops on Crescent Road near the marked crosswalk by the Community Center and Library shift the bus routing closer to key destinations and increase ease of access to the City's civic center, including the Community Center, Library, Museum. The stops connect directly with the historic internal walkways, and are accessible to riders on Ridge Road via those walkways and sidewalks. These stops also provide improved transit access for residents in the Lawrence Apartments along Crescent Road and residents in Lakeside.

The new routing also reduces the number of turns on the route to one turn instead of three between Crescent Road and Gardenway, as well as between Westway and Ridge Road, and this can improve operational safety.

If approved, the City would be responsible for the installation, including all associated costs, of the proposed new stops in advance of the June 29, 2025, start date for the 2025 Better Bus Network. In order to provide the WMATA-required roadway space for a bus stop, three (3) on-street parking spaces would be removed, including one space on the north side of the roadway and two spaces on the south side of the roadway (see Figure 2, below).

¹ Stops at 12 Ct. Ridge have the lowest ridership on this segment of the current G12/G14 routing; depending on origin or destination, riders will likely board/alight at either the proposed stops at Crescent/Community Center or at Westway/Ridge

- Stop ID #3002653 (Ridge Rd/12 Ct): Passengers On = 6, Passengers Off = 4
- Stop ID #3002654 (Ridge Rd/12 Ct): Passengers On = 3, Passengers Off = 4

One of the two spaces slated for removal is currently a designated accessible parking space. Staff would work to verify that the space is still needed and in use, and if so, would move the accessible parking signage to the space immediately to the east of the marked crosswalk on the same side of the roadway.

The stop on the south side of the roadway would require the construction of an approximately 13 ft. x 12 ft. concrete pad to accommodate transit riders and make the stop accessible. At this time, the City estimates this will cost approximately \$4,000.00 to install and anticipates the majority could be funded with ARPA funding currently approved for bus stop related projects.

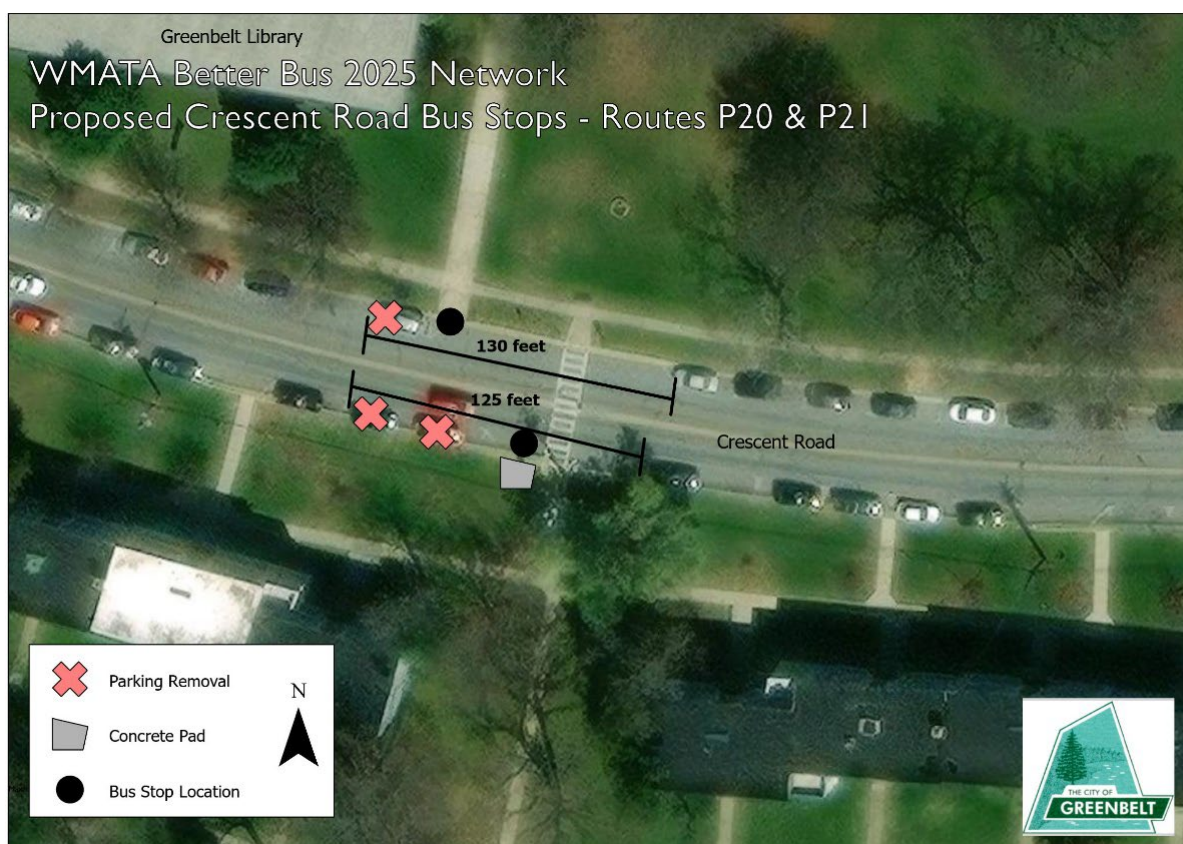


Figure 2: This image shows the proposed placement of two new stops on Crescent Road near the Community Center and Library. Installation of the stops would require the removal of three (3) on-street parking spaces and the addition of a concrete pad.

Conclusion & Recommendation

Staff concludes that the proposed new stops for the P20 and P21 bus routes in Greenbelt Center City will provide a benefit for the wider community and visitors. Highlights of those benefits include more direct access to the City's civic center, improved transit access for residents in the Lawrence Apartments along Crescent Road and in Lakeside, and improvements in operational safety.

Staff recommends that City Council supports the installation of the two bus stops on Crescent Road to accommodate the adopted new routes. Alternatively, if the City denies the request for the new stops it is anticipated that the current routing and stops on Southway and Ridge Road will remain.

Attachments: WMATA Bus Stop Infrastructure Request – November 5, 2024
Compiled Community Comments – Westway – July 2024
Compiled Community Comments – Westway – February 2025
APB Report #2025-01: Proposed New Stops on Crescent Road
PowerPoint: 2025 Better Bus Network Proposed New Stops

November 5, 2024



Josue Salmeron
City Manager, City of Greenbelt
25 Crescent Road
Greenbelt, MD 20716

Dear City Manager Salmeron,

This fall, the Metro Board of Directors will consider the approval of the 2025 Better Bus Network and Metro anticipates implementing the new bus network beginning in the summer of 2025. Metro partnered with Prince George's County to redesign Metrobus and TheBus service in the County. This effort is instrumental in building a better network for Metro and TheBus customers, Maryland, and the region.

As we look towards implementation, we will be working with your team to identify signage, operations, and/or infrastructure changes within the City of Greenbelt to support the new network. The types of changes could include: bus stop placement, intersection control, layover zones, parking adjustments, roadway restrictions, right-of-way adjustments, and stop bar relocation.

Attached is the initial list of changes anticipated within the City of Greenbelt to support the new network. These activities have been shared with your team and we are working with them to prioritize changes that need to be in place for the first day of operations and other activities that may be implemented in the early months of the new network. As we refine the routes, stops, and schedules in the coming months and continue to work with your team, there may be some additions/modifications. The 2025 Better Bus Network is a resource neutral plan and as additional resources become available in future fiscal years, Metro anticipates adding frequency, expanding hours of operation, and/or adding new routes to the network. We will continue to work with your team as those opportunities arise.

We appreciate your partnership in supporting the implementation of the 2025 Better Bus Network. Please do not hesitate to contact Peter Cafiero at pgcafiero@wmata.com if you have questions.

**Washington
Metropolitan Area
Transit Authority**

300 7th Street, SW
Washington, DC 20024
202-962-1234

wmata.com

*A District of Columbia,
Maryland and Virginia
Transit Partnership*

Sincerely,

Thomas J
Webster

Digitally signed by Thomas J Webster
Date: 2024.11.05 17:29:37 -05'00'

Thomas J. Webster

Executive Vice President and Chief, Planning and Performance Officer

CC: Joe McAndrew, Principal Director, Maryland, Metro Board of Directors

Don Drummer, Principal Director, Maryland, Metro Board of Directors

Michael Goldman, Alternate Director, Maryland, Metro Board of Directors

Thomas Graham, Alternate Director, Maryland, Metro Board of Directors

Terri Hruby, Director of Planning and Development, City of Greenbelt

Jaime Fearer, Assistant Director of Planning, City of Greenbelt

Jonathan Rogers, Director, Washington Area Transit Office, Maryland
Department of Transportation

Randy Clarke, General Manager and Chief Executive Officer, Metro

Regina Sullivan, Senior Vice President, Government Relations, Metro

Allison Davis, Senior Vice President, Planning and Sustainability, Metro

Peter Cafiero, Vice President, Service Planning and Scheduling, Metro

Michael Burke, Senior Director, Program Development, Metro

Charlie Scott, Senior Government Relations Officer, Metro

Change ID	BBNR Route	Improvement Type	Location	Notes
G01	P21	Bus Stop Improvement	Crescent Road @ Greenbelt Library	Grass at curb



GREENBELT HOMES, INC.

HAMILTON PLACE, GREENBELT, MARYLAND 20770

Area Code (301) 474-4161 Fax (301) 474-4006

July 15, 2024

Greenbelt City Council
25 Crescent Road
Greenbelt, MD 20770

Dear Greenbelt City Council and staff members,

I write to you on behalf of Greenbelt Homes, Inc. to express our concerns about WMATA's announced plans to change Metrobus service in our community via their 2025 Better Bus Network. We have one general concern, and one specific concern.

Our general concern is that many members of our community, including senior citizens and disabled persons, depend heavily on reliable bus service for commuting to work, shopping, medical appointments, and many other needs. We do not wish to have Metrobus service throughout our cooperative reduced, as the plan proposes to do. We wish to continue the same level of service that we now use and enjoy. Should that not be possible, we ask at least that current routes G12 and G14 be maintained, and in their current configurations.

Our specific concern is with the plan to have new routes P20 and P21 travel up and down the block of Westway between Ridge Road and Crescent Road, instead of the current route which navigates the same rectangle via Ridge Road and Southway.

This block of Westway is singularly unsuitable for bus traffic. It has a steep hill which makes visibility, both coming down from Ridge Road and coming up from the turn on Crescent Road, very limited. There is a crosswalk located at the steepest part of the hill, which cannot be seen from the approach from Ridge Road. This crosswalk is part of one of the busiest of our internal walkway systems, used by adults, dog walkers, and, especially, children, throughout the day and evening. Some are on bicycles or scooters and, because the approach to the crosswalk is steep, they can find it difficult to stop in time. Shrubbery and trees on either side of the crosswalk make it difficult to see, especially after dark. Conditions such as ice, snow, and heavy rainfall make the hill especially dangerous.

Westway at this block is a narrow street which was never designed for traffic—as originally built it only connected Crescent Road and Ridge Road. Houses are very close to the street; a number of residents are elderly, disabled, or chronically ill. To get up the

July 15, 2024

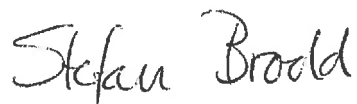
hill from Crescent Road, Metrobuses will need to accelerate greatly, resulting in loud noise and exhaust to disturb these residents during all of the proposed times from early morning to midnight. Please note also that this stretch of Westway has no sidewalks. Consequently, pedestrians, both individuals and groups, frequently walk in the street in both directions.

The current route on Ridge Road and Southway uses streets that were originally designed as thoroughfares, has worked well for many years, and does not involve Westway's steep hill, dangerous crosswalk, or lack of sidewalks; we wish for that route to be retained.

A WMATA representative stated that the reason for the route change was to include a stop at the Greenbelt Library. We would point out that the library is visible from, and a short walk from, existing stops at the corner of Southway and Crescent Road. We also are concerned that constructing a bus stop near the library would require removing much needed parking spaces for patrons of the library and Greenbelt Museum, and particularly for residents of the nearby historic apartment building, who have no other parking options. Even if a stop at the library might be marginally more convenient for library patrons, we think that this is outweighed by the safety and quality of life issues described above.

We are grateful for your attention to our concerns.

Sincerely,

A handwritten signature in black ink that reads "Stefan Brodd". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Stefan Brodd
President
Greenbelt Homes, Inc.

Sent via email and U.S. Postal Service

From: **Paul Cocchiaro** <paul.cocchiaro@gmail.com>
Date: Fri, Jul 12, 2024 at 2:45 PM
Subject: Objection to WMATA Rerouting
To: <ejordan@greenbeltmd.org>, <council@greenbeltmd.org>, <jsalmeron@greenbeltmd.org>, <thruby@greenbeltmd.org>
Cc: <president@ghi.coop>

Mr. Mayor and Colleagues:

I am writing to express my strong objections to the proposal by WMATA to introduce two new bus lines, the P20 and P21, along Westway between Crescent Road and Ridge Road. This proposed route raises significant concerns regarding safety, accessibility, and quality of life for residents in our community.

Please see the attached file.

Thank you for your immediate attention to this time-sensitive matter,

Paul Cocchiaro
1A Westway

Subject: Proposed new routing of WMATA bus lines P20 and P21

Dear Mr. Salmeron, Mayor Jordan and city council members,

As a 40 year resident of 1A Westway and true believer of Greenbelt and what it stands for I feel the need to once again reach out to you and beg your attention on the following matter.

I am writing to you at this late time and date only last evening having learned of WMATA's plan to run buses on Westway. I was completely blind sided by this revelation which has caused me the same duress I experienced back in the spring of 1991 when such plans were implemented.

I was unable to find my own letter to the city and WMATA from that time so I have enclosed that of my then neighbor at 1B Westway. I have also enclosed a copy of the letter sent to WMATA by our Assistant City Manager Michael P. McLaughlin and the subsequent response from WMATA.

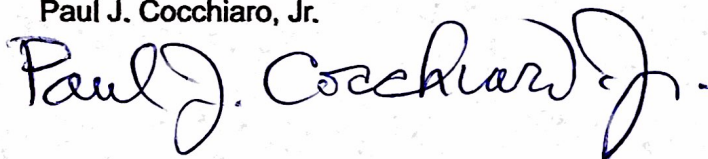
The reasons behind our objection to buses on Westway remain the same and have even compounded over the years with the increased vehicular traffic. I believe that the present bus routes, although an inconvenience for those seeking this change, pale in comparison to the inherent added dangers and disruptions nearly every 15 minutes to those many living on and near Westway as opposed to the few who would benefit from such a change.

On a more personal note, speaking for my wife (who is suffering from the late stages of Alzheimer's) and I, the constant noise and pollution emanating from the buses would absolutely destroy any semblance of calm in our household. It would also make the use of our patio and garden where we spend much of our time and find comfort with family and friends next to useless. This may seem overly dramatic to some of you but I can assure you it is not to us.

I can only hope that the city and WMATA will understand the gravity of this decision and come to the same conclusion as its previous WMATA representatives.

Sincerely,

Paul J. Cocchiaro, Jr.

A handwritten signature in blue ink that reads "Paul J. Cocchiaro, Jr." with a stylized flourish at the end.



Washington Metropolitan Area Transit Authority

600 Fifth Street, N.W., Washington, D.C. 20001
(202) 962-1234



MAY 28 1991



Mr. Michael P. McLaughlin
Assistant City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770-1886

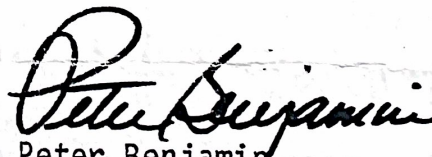
Dear Mr. McLaughlin:

This is in reference to your letter of May 6, 1991, regarding a request made by a citizen to reroute Route F6 off Westway between Crescent Road and Ridge Road in Greenbelt.

WMATA and Prince George's County staffs reviewed the request and concluded that the current F6 routing should be maintained. If the proposed rerouting is implemented, there would be no bus service on Crescent Road between Westway and Southway as well as on Westway between Crescent Road and Ridge Road. Bus service on Southway between Crescent Road and Ridge Road, and on Ridge Road between Southway and Westway would be increased, only shifting the problem from Westway to Southway and Ridge Road.

Thank you for passing along the citizen's suggestion and for your continued assistance and cooperation.

Sincerely,


Peter Benjamin
Director of Planning

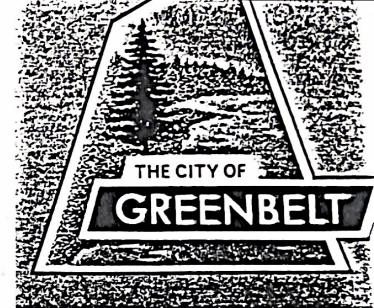
cc: Mr. James Raszewski
PG DPW&T

cc: Council } 5/29/91
Eric Berlin }

CITY OF GREENBELT, MARYLAND

25 CRESCENT ROAD, GREENBELT, MD. 20770-1886

TELEPHONES: City Offices (301) 474-8000 City Manager (301) 474-8002 City Clerk (301) 474-3870
Public Works (301) 474-8004 Personnel (301) 345-7203 Purchasing (301) 474-8052 Finance (301) 474-1552
Planning (301) 474-2760 Police (301) 474-7200 Recreation (301) 474-6878 CARES Youth Service Bureau (301) 345-6660



July 17, 1991

Mr. Peter Benjamin, Director
WMATA Office of Planning
600 Fifth Street NW
Washington, DC 20001

Dear Mr. Benjamin:

In a letter dated May 6, 1991, the City passed on a citizen's suggestion that when the F6 route was reversed, the bus be routed away from the intersection of Westway and Crescent Road. Your office subsequently rejected the proposed change. Now that the F6 route has begun the reversal, we are receiving complaints from citizens along this section of the route. We believe these complaints have some merit, and therefore urge your reconsideration.

The citizens' main complaint is about the excessive noise caused by the bus as it turns left from Crescent Road to Westway. There is a steep hill at the intersection, the noise is caused by the bus straining to make it up the incline.

The citizens note that very few, if any, riders embark or disembark in the area between Crescent Road and the Westway/Ridge Road intersection, and therefore do not believe the public would be inconvenienced by routing the bus a different way.

It is proposed that the bus leave from its present starting point on Crescent Road, turn left on Southway (which already accomodates bus travel), then turn right on Ridge Road (which carries the F6 route in the other direction) and continue to the Ridge Road/Westway intersection, where it would continue on its way.

The City appreciates the work that your assistant, Mary Gingell, and others on your staff have already put in reversing the F6 route, and do not wish to cause undue difficulty. We do, however, believe that the requested change has merit, and could be accomplished with a minimum of trouble by WMATA. Your reconsideration, therefore, would be much appreciated.

Sincerely,

Michael P. McLaughlin
Assistant City Manager

Sept. 10, 1991

Good evening. My name is Phyllis Ullrich. I live at 1-B Westway, Greenbelt Maryland.

I want to take this opportunity to thank METRO officials for holding this hearing and giving the residents of Westway the opportunity to present their views.

The portion of Westway that we are concerned about tonight is that short segment between Ridge and Crescent Roads. It is important to point out that this portion of Westway is a narrow residential street with many homes located very close to the roadway. In fact, a number of households have their main entrance directly facing and just feet away from the roadway. An important feature of Westway at this point is that it is located on a steep incline. It is this feature that causes much of the problems that the

residents of Westway are concerned about tonight -- excessive noise and air pollution caused by the METRO buses that are routed up this steep incline between Crescent and Ridge Roads.

As the METRO buses climb the steep grade on Westway their engines are straining to the fullest. The resultant noise levels are excessive and intolerable. In addition, a diesel engine operating at full power emits fumes in great quantity. These diesel fumes linger in our homes and on our patios long after the buses have passed.

The noise levels created by the METRO buses on Westway constitute a major unwelcome intrusion into our lives. Inside our homes and outside on our patios conversations must often stop until the buses have passed. TV and music are interrupted until the buses have passed. Often, the sound that

awakens us in the mornings, much earlier than we would like, are the METRO buses negotiating the steep hill on Westway. The noise pollution and air pollution intrusions into our lives as a result of the METRO buses are too great for a residential street. They are intrusions that we do not need, and they need to end!

I am grateful that Greenbelt City officials agreed that the noise and air pollution levels were too high and requested METRO to change the route even so slightly. After investigation, we were pleased that Prince George's County and METRO officials also agreed with our concerns and recommended a route change. The impact of the change proposed on the bus ridership would be negligible since only one bus stop would really be affected, and that stop has another which can easily be used which is less than 200 yards away.

At the last METRO hearing held in this room early in August, I was pleased to hear the METRO Chairperson state that one of the reasons why bus service was being scaled back in Prince Georges County was to remove buses from narrow residential streets. I am pleased that METRO officials are concerned over the impact of their bus routes on the quality of life in residential neighborhoods. I am likewise pleased that METRO, County and City officials are responding so favorably to our neighborhood concerns.

In closing, I want to thank you once again for giving the residents of Westway an opportunity to voice our concerns.

Thank you!

From: govAccess CMS Site <webmaster@greenbeltmd.gov>

Date: July 12, 2024 at 11:10:16 AM EDT

To: Terri Hruby <thruby@greenbeltmd.gov>

Subject: concerns about the WMATA Better Bus Plan

Reply-To: Jen Patterson <jlp@umd.edu>

Message submitted from the <Greenbelt, MD> website.

Site Visitor Name: Jen Patterson

Site Visitor Email: jlp@umd.edu

Dear Terri,

I am writing about WMATAs proposed Better Bus Plan, which will negatively impact many in Greenbelt.

Bus service throughout Greenbelt Homes Inc. should not be reduced; at a minimum, existing routes G12 and G14 should remain as they are. Many members depend on buses for work, shopping, and other needs.

Bus service should not be routed along Westway between Crescent Road and Ridge Road because of issues with safety and disruptions of noise and increased traffic due to the nature of that street. The route should continue to be along Ridge Road and Southway, as it has been for at least 15 years, providing service to those areas which members already rely on.

Please do what you can to help WMATA draw up plans that better benefit Greenbelt residents.

Thanks for your time and attention.

- Jen Patterson, 2C Northway

From: Andrew Sommers <andrew.r.sommers@gmail.com>

Date: July 12, 2024 at 1:58:28 PM EDT

To: Emmett Jordan <ejordan@greenbeltmd.gov>, Council <Council@greenbeltmd.gov>

Cc: Josue Salmeron <jsalmeron@greenbeltmd.gov>, Terri Hruby <thruby@greenbeltmd.gov>

Subject: Please voice an official objection to WMATA bus proposal

Reply-To: AndrewRSommers@gmail.com

Andrew Sommers

1B Westway

Greenbelt, MD 20770

andrew.r.sommers@gmail.com

July 12, 2024

Greenbelt City Council

25 Crescent Road

Greenbelt, MD 20770

Cc: Josué Salmerón, City Manager; Terri Hruby, Director of Planning & Community Development

Dear Mr. Mayor & Members of the City Council,

I am writing to express my strong objections to the proposal by WMATA to introduce two new bus lines, the P20 and P21, along Westway between Crescent Road and Ridge Road. These lines would replace the G14, B27, G12, and TheBus11. **The proposed routes raise significant concerns regarding safety, accessibility, and quality of life for residents in our community.**

The plan in question, called the 2025 Better Bus Network, is proposing to reroute bus traffic onto Westway between Crescent and Ridge Roads. Currently, there is no bus traffic on this steep hill and narrow stretch of road. WMATA plans to schedule up to 8 buses per hour to run up or down this street.

Maps of the proposed routes P20, P21 routes are here:

https://betterbus.wmata.com/downloads/routes/EN_p20.pdf

https://betterbus.wmata.com/downloads/routes/EN_p21.pdf

I ask that the City Council voice its objection to the bus rerouting - before the public comment closes at 5pm on July 15, 2024.

I believe the community and our representatives must weigh in on this matter.

TIME is of the essence: Again, the WMATA comment period closes at 5:00 p.m. on Monday, July 15th.

Here is the link for sharing comments: <https://betterbus.wmata.com/share>

My objections are multifold:

Firstly, the intersection at Westway, Crescent Road, and Ridge Road includes a heavily trafficked crosswalk leading to the playground and library. This area is frequented by children (including my own) and elderly residents (including my parents), who already face challenges navigating the existing traffic flow. Introducing additional buses along Westway will exacerbate congestion and pose a greater risk to pedestrians crossing the street.

Secondly, the sight lines for vehicles turning onto Westway are already inadequate. The addition of bus traffic along this route will further hinder visibility and increase the likelihood of accidents at this intersection.

Thirdly, Westway lacks proper sidewalks, forcing pedestrians to walk in the street. This situation is particularly dangerous given the steepness of the hill between Crescent Road and Ridge Road. Introducing bus routes here will not only disrupt pedestrian safety but also exacerbate congestion as buses and cars navigate this challenging terrain.

Moreover, the proposed bus route will undoubtedly bring about tremendous noise pollution and safety hazards to our neighborhood. **The current routing through Southway and Ridge provides**

a more sensible and safer approach to accessing Westway, without compromising the safety and well-being of residents.

There appears to be little rationale for changing the current routing. The existing route using Southway and Ridge adequately serves the needs of our community without introducing unnecessary risks and disruptions associated with the proposed changes.

Instead, buses should continue to use Southway and Ridge for access to Westway. Retaining the existing routing would uphold safety standards, preserve neighborhood tranquility, and ensure the well-being of all residents in our community.

Therefore, I urge the City Council to voice its objections to the WMATA proposal to route the P20 and P21 buses along Westway between Crescent Road and Ridge Road.

I have also copied the City Manager and the Planning Committee on this correspondence.

Thank you for considering my concerns regarding this important matter.

Sincerely,

Andrew Sommers

1B Westway
Greenbelt, MD 20770
240-731-9973

From: Steve Sommers <steveheydesommers@gmail.com>

Date: July 12, 2024 at 4:15:46 PM EDT

To: Emmett Jordan <ejordan@greenbeltmd.gov>, Council <Council@greenbeltmd.gov>

Cc: Terri Hruby <thruby@greenbeltmd.gov>, Josue Salmeron <jsalmeron@greenbeltmd.gov>, president@ghi.coop, steveandjo.sommers@comcast.net

Subject: Objection to p20,P21 WMATA routes

Mr. Jordan, Council Members, City Staff:

I just learned today about some major changes quietly being proposed by WMATA to routes that would now run on Westway between Crescent and Ridge Road. My wife has Alzheimer's and I am mobility-impaired. Nonetheless, we regularly make our way from 5 Court on Ridge down to see our son or our grandchildren who live on Westway. We cross Westway slowly and gingerly with great regularity and I can tell you with certainty that this road is already highly trafficked and not the most pedestrian friendly crossing in Greenbelt. Adding buses to the mix is a disastrous idea and to what end?

The bus routes that currently use Southway and Ridge seem just fine. Ridge Road is wider and the safety concerns would be much lower using Southway/Ridge than using Crescent and Westway to get to the same intersection (Ridge and Westway). Therefore, I write to

vociferously object to the proposal by WMATA to introduce two new bus lines, the P20 and P21, along Westway between Crescent Road and Ridge Road. **The proposed routes will endanger me and my wife - not to mention impact safety for residents in our community, more broadly.**

I ask that the Greenbelt City Council file with WMATA an official objection to the P20, P21 bus rerouting before the public comment closes at 5pm on July 15th.

Here is the link for sharing comments: <https://betterbus.wmata.com/share>

To recap:

Westway on this block has a crosswalk used by hundreds of kids, parents, teens, and elderly couples walking to or from the library or Roosevelt Center. This area is frequented by children (including our grandkids), who already face difficulty safely traversing Westway. Putting buses along Westway there will pose a great risk to pedestrians crossing the street.

Lastly, Westway has no proper sidewalks, so kids, seniors and even our blind neighbor at 1 Westway must walk in the street. The proposed bus route(s) will bring noise pollution and safety hazards that can be avoided. **The current routing using Southway and Ridge should not be changed.**

Thank you for considering our concerns.

Regards,

Steven and Josie Sommers

5B Ridge Road
Greenbelt, MD 20770
240-994-6401

Dr Richard Schumaker
1 Westway Unit E
Greenbelt, MD 20770
Rschumaker3@gmail.com

12 July 2024

Last night I learned that Metro Bus was changing its routing and planning to run many buses daily down my street—Westway between Ridge and Crescent. I also learned that Metro Bus wanted to close discussion on this issue very soon; in the interest of expressing my disapproval and dismay at this choice, I am writing this short letter.

I will post/send a longer, more detailed letter about this serious issue soon.

1. **Westway Length.** The distance between Crescent and Ridge is about a tenth of a mile; that is, a very short distance. One side of the street is lined with seven houses; the other side opens into a dense housing and parking area. Few of these people have or use garages, meaning already the street is often congested with parked cars.
2. **Current conditions.** This street already has heavy traffic and is used as a racetrack by many. The yellow public school and community service buses come down this street regularly driving way over the speed legal speed limit.
3. **Westway Narrowness.** When cars are parked on both sides of the street, there will be little room for a large public bus and cars to pass easily at the same time on Westway.
4. **Dangerous descent.** Near the end of Westway in the direction of the Roosevelt Center, there is descent that forces drivers to speed up and is often used as a “fun zone” by reckless drivers.
5. **Recreation Zone.** Less than 30 meters from Westway, there is a large recreational and park area used by parents with little kids, senior citizens, and dog owners. Visibility between the pathway to this area and Westway is poor. I often see dangerous encounters between speeding drivers and parents with toddlers as they leave the park area and move onto the crosswalk.
6. **Disabilities.** On the 1A-G side of Westway, there are two disabled veterans, one visually challenged woman with an infant child, and two mobility-limited people. The last thing this group of people need is their street being turned into a busy, polluted street with Metro busses vying for position with passenger cars and physically challenged people struggling to cross the street.

Given the present state of traffic on this street (number of parked cars, school busses breaking traffic laws, and the steep incline), **I have often requested that two speed-bumps being installed to decrease the dangers on this small street.**

I am sure that I speak for the Westway population when I request that Metro Bus and the City of Greenbelt cancel their plans to run buses down this street. I also think it is a good idea to discontinue the use of Westway between Crescent and Ridge for school and community bus service or at least instruct their drivers to stay under the speed limit, **avoid revving their engines in a way that spews pollution onto our street.**

Over the weekend, I **will photograph** the traffic dynamics of this street and share them with the appropriate authorities

Sincerely,

Richard Schumaker
University of Maryland Global Campus
City University of New York

From: GHI President <president@ghi.coop>
Sent: Monday, February 17, 2025 8:51 PM
To: Sabrina Baron; Nancy Boyd; Audrey Donohue; Chuck Hess; GHI Secretary; Paul Kapfer; Philip Larkin; Deborah McKinley; Gettie Audain; Richard Schumaker; Stephen Holland; annasoc1@verizon.net; Paul Cocchiaro; Steve Sommers; steveandjo.sommers@comcast.net; AndrewRSommers@gmail.com; Christopher Cherry
Cc: Josue Salmeron; James Claggett; Terri Hruby; Jaime Fearer
Subject: Advisory Planning Board Meeting
Attachments: 25-0213_2025 Better Bus Network Proposed Route and Stop Changes_APB Memo_FINAL.pdf; 2024-10_WMATA Greenbelt Letter BBNR.pdf; GHI_Letter to Greenbelt City Council 7.15.24.pdf

Dear GHI members,

Thank you all for your responses to my message regarding the Advisory Planning Board meeting to be held on Wednesday evening at 6:30 in room 114 of the Community Center regarding proposed Metrobus routes.

I am grateful to each of you for sending messages and letters, and also to those of you who are able to attend the meeting and express our concerns in person.

As has been explained, there are no sidewalks on the block of Westway between Crescent Road and Ridge Road. Yesterday I had to swerve out of the downhill lane to avoid a woman pushing a stroller with an infant up Westway. This morning I had to avoid an elderly gentleman in the same place. This evening I passed by, in the time it took to drive halfway up the street, two pedestrians and a man walking a dog, all in dark clothing.

As has also been explained, the crosswalk at the bottom of the hill on this block is very difficult to see, due to the rise in the hill coming downhill, and to the sharp turn from Crescent going uphill. Most of us who live in this area have witnessed vehicles either not see or ignore the crosswalk or come to a sudden halt when they do see it. The crosswalk is used frequently by children on bikes or scooters, and by older people with limited mobility.

It is a very poor idea for WMATA, apparently with the City's support, to route Metrobuses up and down this block. The current route on Ridge Road and Southway, which completes the same rectangle, is on established thoroughfares, with sidewalks, existing bus stops, and no steep hills or hidden crosswalks. It has served as a Metrobus route for years with no apparent issues or concerns.

For your reference, I am attaching the City staff memorandum to the Advisory Planning Board, GHI's letter of last July (which has been provided to the Board), and a request from WMATA regarding proposed bus stops.

Best regards,

Stefan

Stefan Brodd
President
Greenbelt Homes, Incorporated
president@ghi.coop

Andrew Sommers

1B Westway, Greenbelt, MD 20770

andrew.r.sommers@gmail.com

February 14, 2025

Greenbelt City Council
25 Crescent Road
Greenbelt, MD 20770

Dear Mr. Mayor & Members of the City Council,

I am writing to urge you to take action against the proposed changes to bus routes P20 and P21, which would reroute buses through a section of Westway between Ridge Road and Crescent Road. This change would put pedestrians, cyclists, and drivers at risk and negatively impact the quality of life in our community.

Why This Change is Dangerous:

- **Steep Hill & Limited Visibility:** The steep incline on Westway reduces visibility both for buses coming down from Ridge Road and for those turning from Crescent Road. This makes it difficult for drivers to see pedestrians, cyclists, and other vehicles, increasing the likelihood of accidents.
- **One of Greenbelt's Busiest Pedestrian Crosswalks:** This section of Westway includes a heavily used pedestrian crosswalk, utilized by children and adults throughout the day and evening. Many kids on bikes and scooters find it difficult to stop in time due to the slope.
- **Poor Sightlines & Weather Hazards:** Bushes and trees on either side of the crosswalk further reduce visibility, especially at night. In ice, snow, and heavy rain, the hill becomes even more treacherous.
- **Increased Foot & Vehicle Traffic:** The upcoming **Greenbelt Museum expansion** will bring even more people and cars to this area, increasing congestion and risk.
- **Narrow, Residential Street:** Westway was **never designed for through traffic, let alone buses**. Houses are very close to the street, and many residents—including elderly, disabled, and chronically ill individuals—live in 1 Court on Westway.
- **No Continuous Sidewalks:** Unlike Ridge Road and Southway, this section of Westway **lacks sidewalks**, forcing pedestrians to walk in the street.

Safer Alternative: Keep Buses on Ridge Road and Southway

The existing routes on **Ridge Road and Southway** were **designed as thoroughfares** with wide streets, good sightlines, and continuous sidewalks. They are far safer and better suited for bus traffic than the proposed Westway route.

The Justification for the new route is weak

WMATA has suggested that the change is necessary to provide a stop closer to the Greenbelt Library.

However:

- The library is already **a short walk** from the existing bus stop at Southway and Crescent.
- A new stop would **eliminate much-needed parking** for library patrons, Greenbelt Museum visitors, and apartment residents across the street, who **have no other parking options**.
- The minor convenience of a slightly closer stop does **not** outweigh the major safety risks and disruptions this rerouting would cause.

In sum, the minor convenience of a slightly closer stop does not outweigh the major safety risks and disruptions this rerouting would cause.

Thank you for your attention to this matter. Attached is a copy of my letter from last July (2024) and a copy of the letter embedded in this email (Feb 2025).

Sincerely,

Andrew Sommers

240-731-9973
1 Westway, Unit B

From: Paul Cocchiaro <paul.cocchiaro@gmail.com>
Sent: Tuesday, February 18, 2025 3:14 PM
To: GHI President
Cc: Sabrina Baron; Nancy Boyd; Audrey Donohue; Chuck Hess; GHI Secretary; Paul Kapfer; Philip Larkin; Deborah McKinley; Gettie Audain; Richard Schumaker; Stephen Holland; annasoc1@verizon.net; Steve Sommers; steveandjo.sommers@comcast.net; AndrewRSommers@gmail.com; Christopher Cherry; Josue Salmeron; James Claggett; Terri Hruby; Jaime Fearer
Subject: Re: Advisory Planning Board Meeting

It appears that Jaimie Fearer took point on the WMATA proposed change and we see from her memo where she stands on the issue. I have to wonder if the Mayor, Council and City Manager took the time to read and consider our concerns since none of them reached out to me or any of my neighbors who voiced their concerns. I find it disheartening that they did not come to the same conclusion as our former City Manager and council that this proposed route is not a good idea. I also find Ms. Fearer's reasoning for agreeing with the change to be less than worthy of change for something that has worked quite well for more than 40 years. I am at a loss of words as to how she came to the conclusion that the few riders who may benefit from this change are more important than those of us whose lives are about to be profoundly disrupted nearly every 15 minutes of the day. I also do not understand how WMATA and the city do not share our real concerns for the safety of our children and older citizens who use Westways crosswalk daily. I fear that the only chance we have of reversing this proposal is to have a strong showing of those affected in Wednesday's meeting to voice our concerns in person.

Hope to see you there,
Paul Cocchiaro

On Mon, Feb 17, 2025 at 8:50 PM GHI President <president@ghi.coop> wrote:
Dear GHI members,

Thank you all for your responses to my message regarding the Advisory Planning Board meeting to be held on Wednesday evening at 6:30 in room 114 of the Community Center regarding proposed Metrobus routes.

I am grateful to each of you for sending messages and letters, and also to those of you who are able to attend the meeting and express our concerns in person.

As has been explained, there are no sidewalks on the block of Westway between Crescent Road and Ridge Road. Yesterday I had to swerve out of the downhill lane to avoid a woman pushing a stroller with an infant up Westway. This morning I had to avoid an elderly gentleman in the same place. This evening I passed by, in the time it took to drive halfway up the street, two pedestrians and a man walking a dog, all in dark clothing.

As has also been explained, the crosswalk at the bottom of the hill on this block is very difficult to see, due to the rise in the hill coming downhill, and to the sharp turn from Crescent going uphill. Most of us who live in this area have witnessed vehicles either not see or ignore the crosswalk or come to a sudden halt when they do see it. The crosswalk is used frequently by children on bikes or scooters, and by older people with limited mobility.

It is a very poor idea for WMATA, apparently with the City's support, to route Metrobuses up and down this block. The current route on Ridge Road and Southway, which completes the same rectangle, is on established thoroughfares, with sidewalks, existing bus stops, and no steep hills or hidden crosswalks. It has served as a Metrobus route for years with no apparent issues or concerns.

For your reference, I am attaching the City staff memorandum to the Advisory Planning Board, GHI's letter of last July (which has been provided to the Board), and a request from WMATA regarding proposed bus stops.

Best regards,

Stefan

Stefan Brodd
President
Greenbelt Homes, Incorporated
president@ghi.coop

From: Gettie Audain <gettie.audain@gmail.com>
Subject: Re: WMATA Better Bus 2025
Date: February 15, 2025 at 07:28:06 EST
To: Richard Schumaker <rschumaker3@gmail.com>
Subject: Support for Your Efforts on the WMATA Bus Re-Routing Issue

Dear Richard,

Thank you for being such a great neighbor and for sharing your letter to WMATA regarding the proposed bus re-routing. I appreciate the time and effort you've put into advocating for our community, and I fully support the concerns you've raised on behalf of homeowners on Westway and Crescent Road.

As a disabled veteran, I deeply relate to the safety risks you outlined. I have personally experienced the challenges of navigating the blind spot you described, particularly when my mobility was more compromised. Even now, I rely on faith and my limited physical capacity to safely cross the street toward the park for medically recommended exercise.

The proposed increase in traffic poses a serious risk to my health and well-being. I cannot afford additional hazards simply by stepping outside my home at 1 Westway, Unit D. Nor should I—or anyone—have to live in fear of being struck by a bus or car due to increased activity on our street.

Unfortunately, I will not be able to attend the upcoming public meetings. However, please feel free to share my concerns as a written testimonial. I truly appreciate your advocacy and commitment to our community's safety.

Sincerely,
Dr. Gettie Audain, DHSc, MPH, BSN, RN, NBC-HWC, CAPT(ret), USPHS

From: Laura Schechter <schechter.laura@gmail.com>
Sent: Tuesday, February 18, 2025 4:32 PM
To: Emmett Jordan <ejordan@greenbeltmd.gov>; Josue Salmeron <jsalmeron@greenbeltmd.gov>; Council <Council@greenbeltmd.gov>
Subject: WMATA bus route changes-- STRONG OBJECTION

Dear Mayor Jordan et al,

I am writing to voice my strong objection to your proposed new bus route, which would bring buses down an extremely narrow residential section of Greenbelt, already lacking continuous sidewalks, where both children and dogs frequently have to walk IN the road as it is.

I purchased my home at 1 Westway just months ago and am shocked, aggrieved, and extremely angry at this proposed change. Apart from the obvious safety issues and the very evident litigation risks they pose, this street is barely wide enough for the traffic that exists on it as is; it is clearly unsuitable for a bus route! Have you, may I ask, actually been here? It seems baffling to imagine that you have.

This residential court is home to very quiet people, many of them elderly, including one with a legal visual impairment that necessitates the use of a seeing eye dog!!! There's a temple on the corner that

frequently guts a bunch of exuberant kids into the street, to be pursued by their parents! Kids use this street to walk home from school--again, IN the street, since there are no sidewalks!

This is madness. Keep the bus route as it is. Please. **This street was not intended, nor should it be used for, buses.**

Laura Schechter
1C Westway

SUBJECT: WMATA's 2025 Better Bus Network – P20/P21 Proposed New Stops on Crescent Road

BACKGROUND

Since 2022 the City of Greenbelt has been involved in discussions with WMATA regarding updates to the bus network as it pertains to Greenbelt. In June of 2024, APB reviewed the WMATA 2025 Better Bus Network proposal in conjunction with City Planning Staff and provided feedback to City Council on the proposed route changes and updates.

APB generally agrees with City Planning Staff that the route changes are a net positive for Center City Greenbelt. In conjunction with route changes, WMATA has asked the City of Greenbelt to remove four existing stops and add two new stops: remove two stops on the east and west sides of Southway south of Crescent Road, remove two on the north and south sides of Ridge Road between Westway and Southway, and add two stops on the north and south sides of Crescent Road between Westway and Southway.

This report provides recommendations to Council regarding the removal and addition of stops for the new bus routings and reflects input from community members that live on Ridge and Westway who expressed their concerns about the new bus routings, particularly on Westway.

ANALYSIS

In terms of the removal and addition of stops to accommodate the changed routes of buses through Center City, there is little controversy about the proposed changes. They are necessary because buses will no longer pass the locations of the removed stops and will pass the new stop locations on Crescent. These stops are roughly equidistant from the previous and subsequent stops on the respective routes and would provide close proximity service to customers wishing to access Greenbelt's civic resources at the Library, Community Center, Youth Center, and Municipal Building.

Several members of the community attended the APB meeting on this subject, with the majority expressing concerns about increased danger to pedestrians on Westway where there are few pedestrian facilities and a frequently used mid-block crosswalk that connects the inner pathway system. Concerns were raised about the safety of children, as well as individuals with visual and other physical impairments. Other speakers also expressed concern that they would no longer have convenient access to a bus stop on Ridge in front of their court, which is necessary due to visual impairment.

APB heard all of these concerns and there was a lively discussion, including some speaking in support of the changes and citing safety technology and training for WMATA bus drivers as a big reason why they felt that the benefits of the changes outweighed the risks. At the same time, APB does recognize that these safety concerns are valid, and the City should do all that it can to mitigate risks to pedestrians on Westway, particularly as the community adapts to the changes in the bus routes.

RECOMMENDATION

In consideration of the staff presentation and resulting discussion, which included several members of the community, APB voted in favor (4-1, 2 absent) recommending that City Council approve the proposed changes to bus stops to accommodate the new routes, with the provisos that (1) the City explore ways to improve pedestrian facilities on Westway between Ridge and Crescent, and (2) ensure that the bus stop on the southeast corner of Westway and Ridge (in front of Mishkan Torah) is accessible and clear of snow and ice in the winter.

Respectfully submitted,

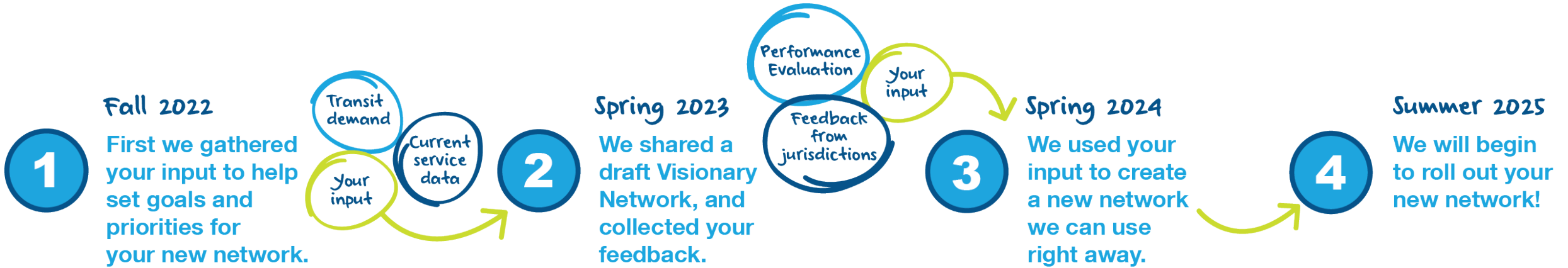
A handwritten signature in black ink, appearing to read 'B. Friedman', with a stylized, flowing script.

Benjamin Friedman
Chair

WMATA's 2025 Better Bus Network P20/P21 Proposed New Stops on Crescent Road

GREENBELT CITY COUNCIL
MARCH 24, 2025

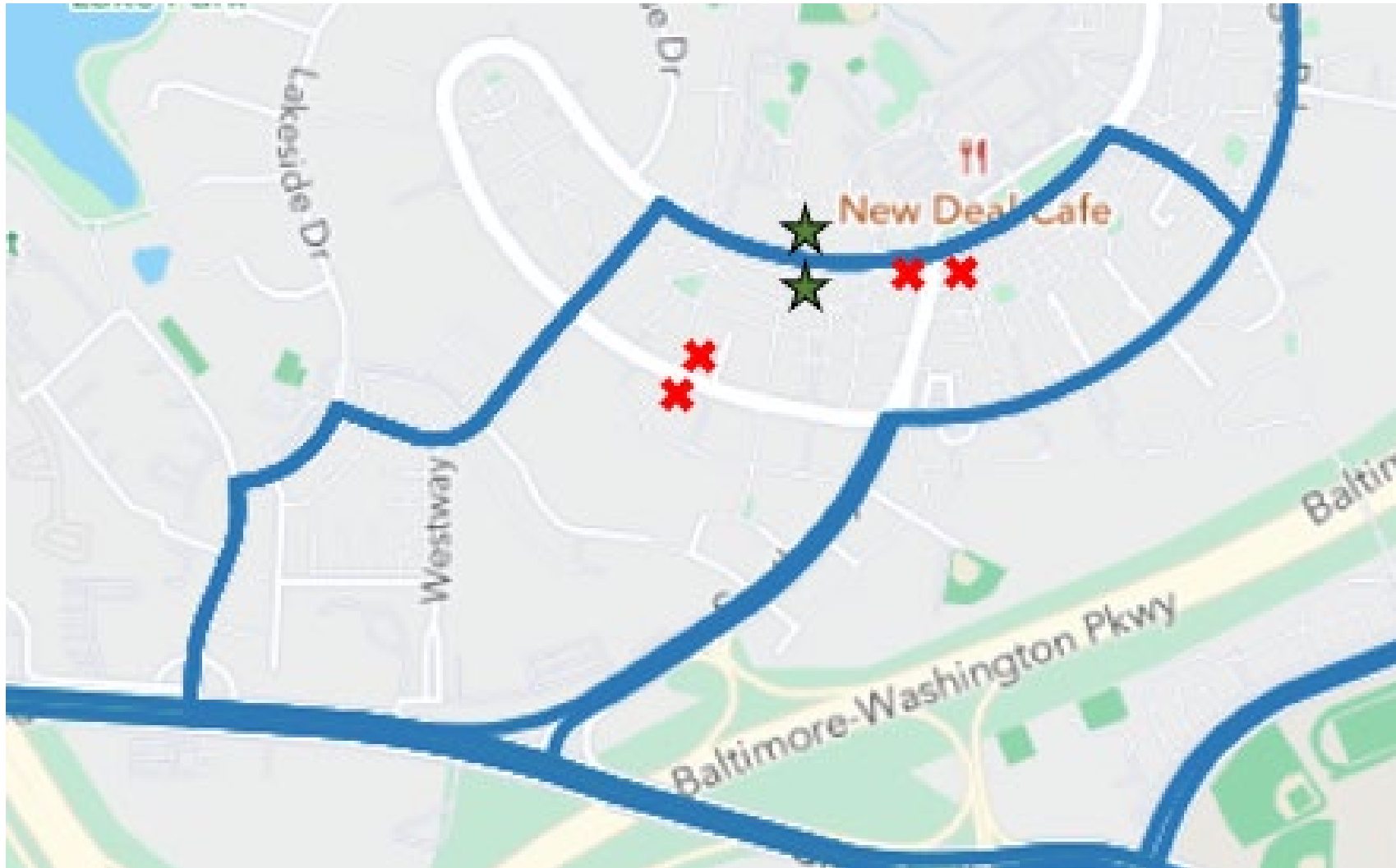
2025 Better Bus Network - Timeline



P20/P21 – Proposed New Stops on Crescent Road



P20/P21 – Proposed New Stops on Crescent Road



P20/P21 – Proposed New Stops on Crescent Road



Staff's Analysis

- Adds two accessible and ADA-compliant bus stops
 - Current stops near 12 Ct. Ridge Rd. are not ADA-compliant
- Shifts bus routing closer to key destinations (Community Center, Library, Museum, etc.)
 - Current stops near 12 Ct. Ridge Rd. have low ridership; proposed stops on Crescent Rd. and existing stops Westway near Ridge Rd. are in proximity
- Improves transit access for residents on Crescent and in Lakeside
- Improves operational safety by reducing the number of turns on the routes from three to one

Community Concerns

- Accessibility
 - Loss of stops near 12 Ct. Ridge Rd.
- Safety
 - Residential street
 - Steep hill
 - Visibility
 - Busy crosswalk connecting to the internal walkway system
 - Foot traffic due to lack of sidewalks
- Noise
- Loss of on-street parking on Crescent Rd.

Questions?

Jaime Fearer, AICP
Assistant Director of Planning
jfearer@greenbeltmd.gov
301-345-5417

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Jaime Fearer

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Briefing on MWCOG's Updates to Regional Activity Centers in the City of Greenbelt

Suggested Action:

Reference: Memorandum - J. Fearer - March 19, 2025

MWCOG's Memo on Updates to Regional Activity Centers in Greenbelt

The National Capital Region Transportation Planning Board (TPB) first called for the creation of a map of Regional Activity Centers (RACs) as a tool to better coordinate land use and transportation planning. After reviewing an earlier version of the current MWCOG memo, City staff requested that the Greenbelt RAC include the area around the Beltway Plaza Mall, and MWCOG staff accommodated this request. The planned schedule to approve the RAC updates across the region is to have the Planning Directors Technical Advisory Committee (PDTAC) take action at its March 2025 meeting. Thereafter, the update will be presented to the MWCOG Board for its adoption in early 2025, depending on the Board's agenda. No action is requested of the Council at this time, though Council may choose to discuss the placeholder name or other details in advance of the MWCOG Board adopting the Round 10.0 RACs.

Attachments:

[25-0319_ MWCOG's Updates to Regional Activity Centers in the City of Greenbelt_Council](#)

[Memo_jfearer_FINAL.pdf](#)

[25-0318_COG_Greenbelt_RAC_Memo_Updated.pdf](#)



MEMORANDUM

TO: City Council

FROM: Jaime Fearer, AICP, Assistant Director of Planning

VIA: Terri Hruby, AICP, Director of Planning and Community Development

DATE: March 19, 2025

RE: Briefing on Updates to Regional Activity Centers in the City of Greenbelt

Background

The National Capital Region Transportation Planning Board (TPB) first called for the creation of a map of Regional Activity Centers (RACs) as a tool to better coordinate land use and transportation planning. RACs became widely used as the focus for future regional growth in Region Forward (2012), the proposed location for additional affordable housing in the Metropolitan Washington Council of Governments (MWCOG or COG) Housing Targets (2019) and, more recently, the preferred location for planning funds from MWCOG's competitive Housing Affordability Planning Program (HAPP) Grants.

The current update is based upon the Round 10.0 Cooperative Forecast of population, households, and employment, which the MWCOG Board adopted in June of 2022 and, upon approval by the Board, it will become the fourth official version of the RAC map, with the last update adopted by the MWCOG Board in January 2013.

Currently, "Greenbelt Regional Activity Center" is the designated name for the RAC in the City of Greenbelt. MWCOG staff propose updating the name to "Greenbelt Metro Regional Activity Center" unless the City proposes otherwise.

Analysis

After reviewing an earlier version of the MWCOG memo, City staff requested that the Greenbelt RAC include the area around the Beltway Plaza Mall. To accommodate this request, MWCOG staff changed the source geography for the Greenbelt RAC from the Prince George's Plan 2035's Greenbelt Metro Regional Transit District Activity Center to the larger 2013 Greenbelt Metro Area and MD 193 Corridor Sectional Map Amendment (SMA) and Sector Plan area

geography. The attached, updated version of MWCOG's memo applies the requested adjustment.

Conclusion & Recommendation

MWCOG staff shared a first draft of updated Regional Activity Centers map with the Planning Directors Technical Advisory Committee (PDTAC) at its November 2024 meeting, and a final draft at its February 2025 meeting. The planned schedule for this work activity is to have the PDTAC take action at its March 2025 meeting. Thereafter, the update will be presented to the MWCOG board for its adoption in early 2025, depending on the Board's agenda.

This memo is meant to provide a briefing on the attached MWCOG memo which goes into more detail. No action is requested of the Council at this time, though Council may choose to discuss the placeholder name or other details in advance of the MWCOG Board adopting the Round 10.0 RACs.

Attachment: MWCOG's Memo on Updates to Regional Activity Centers in Greenbelt



MEMORANDUM

TO: Terri Hruby
CC: Jaime Fearer, Greg Goodwin
FROM: John Kent
SUBJECT: Updates to Regional Activity Centers in the City of Greenbelt
DATE: March 18, 2025

This memo documents the updates to the Regional Activity Centers (RACs) in the City of Greenbelt for the Round 10.0 Cooperative Forecast. An earlier version was sent to Greenbelt staff on March 5, 2025. After reviewing the earlier version of this memo, Greenbelt staff requested the source geography for the Greenbelt Regional Activity Center change from the Greenbelt Metro Regional Transit District Activity Center to the larger 2013 Greenbelt Metro Area and MD 193 Corridor Sectional Map Amendment (SMA) and Sector Plan area. City staff requested this change to include the area around the Beltway Plaza Mall. This version of the memo applies the requested adjustment.

Background

The National Capital Region Transportation Planning Board (TPB) first called for the creation of a map of RACs as a tool to better coordinate land use and transportation planning. RACs became widely used as the focus for future regional growth in Region Forward (2012), the proposed location for additional affordable housing in the COG Housing Targets (2019) and, more recently, the preferred location for planning funds from COG's competitive Housing Affordability Planning Program (HAPP) Grants.

In approving the current map of RACs, the COG Board and the TPB also approved Resolution R13-02 which re-affirmed that COG should review and amend the Regional Activity Centers maps following the adoption of each new major round of the Cooperative Forecasts. The current RACs map is based upon the Round 8.0 Cooperative Forecast and was adopted by the COG Board in January 2013. The RACs were not updated with Round 9.0 primarily because of work by the region's Planning Directors with the General Services Administration (GSA) to develop a regional map of "Central Business Areas" ("CBAs") that would assist GSA with identifying preferred locations for federal facilities.

Round 10.0 Regional Activity Centers Map

Table 1 (following page) shows the history of all versions of the RAC maps. The current update is based upon the Round 10.0 Cooperative Forecast of population, households, and employment, which the COG Board adopted in June of 2022 and, upon approval by the Board, it will become the fourth official version of the RAC map.

Table 1. Updates to the Regional Activity Center Map

Cooperative Forecast Round	Board Approval	COG RACs	Greenbelt RACs
6.2	2002	58	2
7.0	2007	59	2
8.0	2013	141	1
10.0	planned 2025	145	1

This update of the Regional Activity Center map began with the Planning Directors Technical Advisory Committee's (PDTAC) review of the COG Board-approved criteria for designating RACs during the January 2024 PDTAC meeting. The Committee decided that no changes to the Board-approved methodology would be proposed at this time and advised staff to begin the analysis using round 10.0 data and the adopted methodology. The Committee also agreed for staff to reexamine the geographic areas associated with the current RACs to better match the latest center or priority growth area designated in a jurisdiction's adopted comprehensive/general plan.

COG staff consulted with you and Jaime Fearer representing the City of Greenbelt, and with Lakisha Hull, Kui Zhao, Adam Dodgshon, James Cannistra, James Hunt and Thomas Lester, of the Prince George's County Planning Staff during the analysis on the accuracy of the data and any potential updates to the geographic boundaries of the existing RACs, as well as any new geographies that your staffs wanted to be analyzed as a potential RAC.

Eligibility Criteria For Regional Activity Center Designation

The COG Board adopted methodology, which was retained for this round of RAC updates, calls for any geographic area to meet the following two core attributes plus any two of the four secondary attributes:

1. **Policy Core Attribute** - The center or priority growth area should be designated in a jurisdiction's adopted comprehensive/general plan or other locally adopted land use plan. For Prince George's County, COG staff analyzed Regional Transportation Districts from the 2019 Prince George's Plan 2035 Comprehensive Plan, as the primary source for potential Regional Activity Centers. The analysis also reviewed Local Activity Centers (including Town Centers) and Community Plans.
2. **Density Core Attribute** - In the Round 10.0 Cooperative Forecast, the potential RAC must have a persons per acre density (employment + population) that falls within the top one-half of densities within the jurisdiction in the 2050 forecast year. For the Prince George's County, this density target was 7.6 persons per acre.

In addition, the potential RAC must also fulfill at least two of the following four secondary attributes:

1. **Intersection Density Additional Attribute** - Have at least 55 intersections per square mile.
2. **Transit Capacity Additional Attribute** - Have an existing high-capacity/performance transit (e.g. Metrorail, BRT, commuter rail, OR light rail), or have planned station with dedicated local funding or that is identified in the constrained element of Visualize 2045
3. **Land Use Mix Additional Attribute** - Have a locally adopted land use plan/ordinance that encourages mixed-use development (e.g. through a mixed-use designation, form-based codes, or overlay zoning)

4. *Housing and Transportation Affordability* Additional Attribute - Combined housing and transportation costs within the potential RAC do not exceed 45% of regional median income, as measured by the Center for Neighborhood Technology's H + T Index.

Selected Regional Activity Centers

The City of Greenbelt currently has one RAC based on the Round 8.0 Cooperative Forecast. Using the latest adopted Round 10.0 Cooperative Forecast, the following geographic area was found to meet the eligibility criteria for a RAC.

To achieve consistency with local plans, Prince George's County and Greenbelt Planning staff worked collaboratively with COG staff to reexamine the geographic boundaries of the existing RACs. Consequently, the geographic areas considered for designation as Round 10.0 RACs have changed for some of the existing RACs.

Listed below are all the geographic areas in the City of Greenbelt determined to meet the Round 10.0 criteria. Placeholder names for the updated RACs are also listed, along with the Round 8.0 name of the corresponding existing RAC.

Given that the existing RACs analyses and designations reflected 2012 ground conditions and the Round 8.0 Cooperative Forecast, a comparison of the number or geographies of the updated RACs with existing designations would not provide any substantive insight. Any change in the number of RACs between the exiting and the updates are attributable to either some of the existing RAC geographies being combined into one, OR a large geographic area being separated, OR the latest forecasts for a geographic area no longer meeting the attributes.

Table 2 below displays the Round 10.0 Regional Activity Center, the local planning area upon which the new name is now based, and its existing Round 8.0 Regional Activity Center name.

Table 2. Selected Round 10.0 Regional Activity Centers for the City of Greenbelt

Placeholder Name	Analysis Area Source	Round 8.0 RAC Name	Jurisdiction
Greenbelt Metro	2013 Greenbelt Metro Area and MD 193 Corridor Sectional Map Amendment (SMA) and Sector Plan	Greenbelt	City of Greenbelt

Next Steps

COG staff shared a first draft of updated Regional Activity Centers map with the Planning Directors Technical Advisory Committee at its November 2024 meeting, and a final draft at its February 2025 meeting. COG will accept comments and questions from your staff and from the committee members, including changes to the placeholder names of the updated RACs. The planned schedule for this work activity is to have the PDTAC take action at its March 2025 meeting. Thereafter, the update will be presented to the COG board for its adoption in early 2025, depending on the Board's agenda.

Maps of Selected Round 10.0 Regional Activity Centers

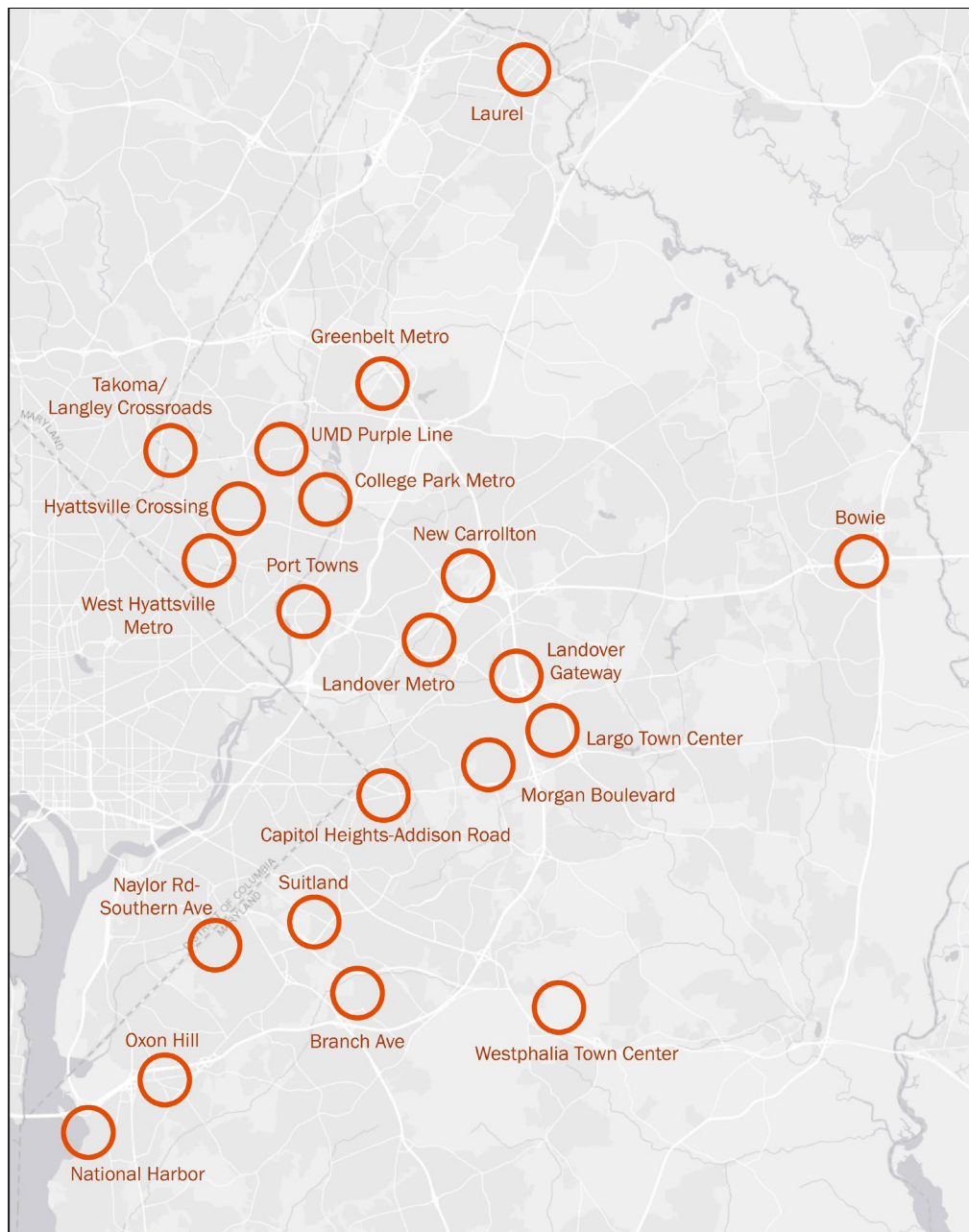
Please find attached the following maps showing the final draft Round 10.0 RACs in the City of Greenbelt:

- one map depicting all the RACs in Prince George's County, each marked by an illustrative half-mile circle;

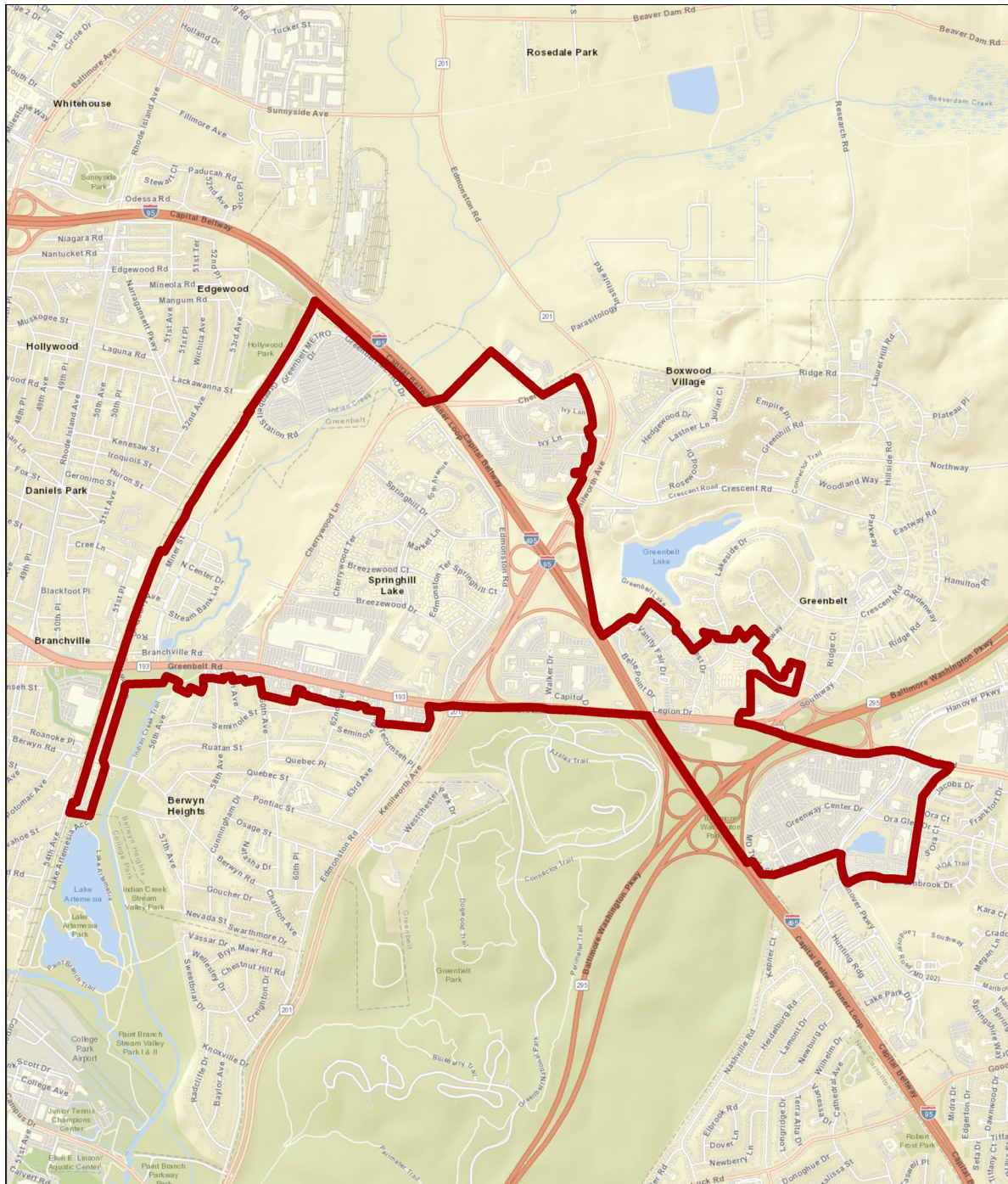
- A map of the geographic boundary for Greenbelt's RAC; and
- A map of the Traffic Analysis Zone (TAZ) representation of the selected RAC in Greenbelt.

The half-mile circles were not used in the analysis. Their sole purpose is to portray the location of the RACs at a regional scale. Each circle intersects with actual geography used in the analysis but may have been adjusted to avoid overlapping with a neighboring RAC.

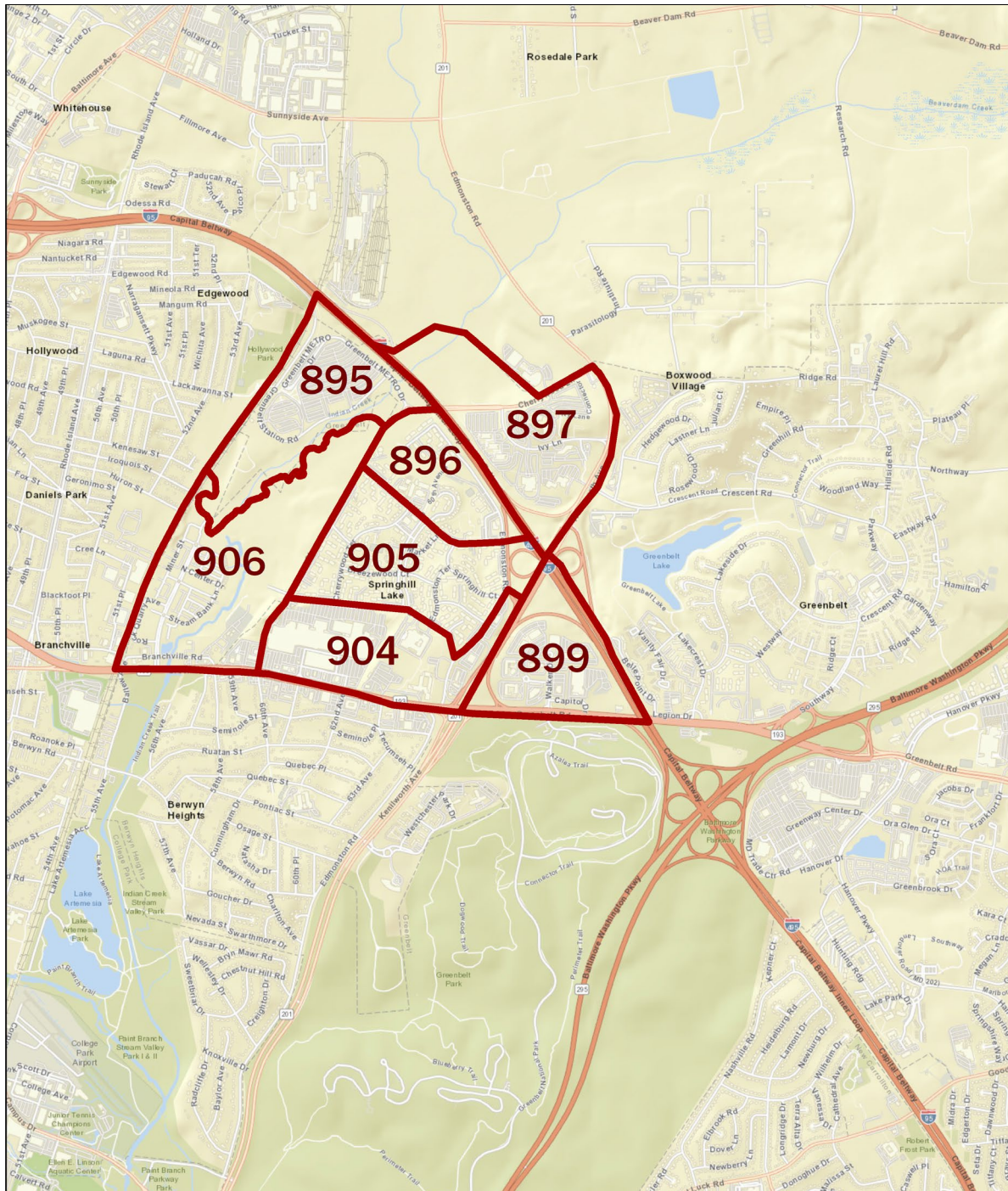
Map 1: Half Mile Circles for Selected Round 10.0 RACs in Prince George's County



Map 2: Greenbelt Metro RAC



Map 3: Greenbelt Metro TAZs



City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Review of State/County Legislation

Suggested Action:

Attachments:

[Carrington 2025 Carrington Report Week 11, 3-21-25.pdf](#)



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Charles County Commission Vice-President Ralph Patterson on his birthday at the So. Md. Reception

Crossover Day marked the deadline for bills to pass one Chamber of the Maryland Legislature to the other to guarantee a bill hearing for the legislation in the opposite Chamber’s Committee of jurisdiction. As the legislative session nears its final stretch, Maryland lawmakers face significant challenges, particularly budgetary ones. The state is grappling with budget woes, compounded by ongoing federal actions. With only a few weeks left in the 90-day session, legislators are scrambling to finalize their priorities amid fiscal constraints. We have 1,379 bills in the Senate and 1,899 in the House. Thus far, no bills have passed both Chambers. That will change rapidly over the next week, with budget negotiations between the Chambers looming large over which bills will ultimately make it to the Governor’s desk. This is certainly the peak stretch toward Sine Die. Speaking of which, we hope to see you in Annapolis for the receptions that will be held across the Statehouse Complex and around town starting at noon.

In a significant shift, President Trump announced that the new FBI headquarters would be built in Washington, D.C., rather than Greenbelt, Maryland, where it was initially promised. This decision marks a setback for Maryland, which had been banking on the federal headquarters as a major economic boost for the area. The move leaves many local leaders and Maryland officials disheartened, as they had been preparing for the development’s impact on the region’s economy and job market.

6007 Hillmeade Road
Bowie, Maryland 20720
darrell.carrington@verizon.net
732-763-7398

Following the Trump administration's directive to relocate federal agencies, Maryland is seeing early consequences. The administration's focus on reducing federal workforce presence in suburban areas is causing concern, especially for Maryland's universities and research hubs, such as Towson University. The impacts of this shift on both local economies and academic institutions are still unfolding, as many federal workers and researchers rely on these jobs for economic stability.

In a surprising move, the National Fire Academy, a key training facility for emergency responders, was abruptly closed. The closure took effect immediately following a March 7 email and has left first responders in limbo about the future of their professional development. The lack of clarity surrounding the future of training programs raises concerns about the preparedness of firefighters and emergency personnel, especially in times of crisis.



Gov. Wes Moore and legislative leaders announced on Thursday a budget "framework" that includes new 3% sales tax on IT services. From left, Lt. Gov. Aruna Miller, Moore, Senate President Bill Ferguson (behind Moore), Senate Budget chair Guy Guzzone, House Appropriations Chair Ben Barnes, House Ways & Means Chair Vanessa Atterbeary and House Speaker Adrienne Jones. Governor's Office Photo by Pat Siebert

Governor Wes Moore discussed the impact of President Trump's policies on Maryland during an appearance on "Face the Nation." The Governor emphasized the negative effects of federal actions, particularly the relocation of the FBI headquarters and tariff decisions, which are straining Maryland's economy. Moore's comments underline the growing tension between state priorities and federal mandates that seem at odds with Maryland's interests.

The Baltimore political scene lost a significant figure with the passing of Anthony McCarthy, a communications expert who played a pivotal role in the careers of major political figures, including Sheila Dixon and Elijah Cummings. McCarthy's work behind the scenes helped shape Maryland's political landscape for decades. His death from kidney disease is a profound loss for the community, where he was known not only for his political acumen but also for hosting an award-winning radio show. Darrell had the privilege of working closely with Anthony for many years in his days as the Legislative and Political Director for the American Federation of State, County and Municipal Employees (AFSCME) Council 67 with the late Glen Middleton. Baltimore has certainly lost some giants over the past several months.



Anthony McCarthy

Maryland has targeted five major watersheds for restoration efforts, but the ongoing budget crisis has put the necessary funding for these environmental initiatives in jeopardy. The state's financial challenges, compounded by federal uncertainties, may delay or derail plans to address the deteriorating health of these vital ecosystems. This uncertainty raises concerns among environmentalists and local communities who rely on clean water sources.

The Second Look Act, a bill that would allow certain inmates to petition for reduced sentences after serving lengthy prison terms, has passed an initial vote in the House of Delegates. This legislation could impact the lives of inmates who have shown remorse and rehabilitation, but the path to final passage remains uncertain. The bill's progress signals a growing shift toward criminal justice reform in Maryland. We are following this bill closely in our on-going support of Reentry Programs for our returning citizens.

Gov. Wes Moore's bill to accelerate housing development is encountering resistance from County officials who warn that the bill, as currently written, contains significant flaws. The urgency to address Maryland's housing crisis is clear, but local governments are pushing for changes to the bill to ensure it doesn't undermine local control or lead to unintended consequences. The bill's future hinges on finding a compromise that balances state-level goals with local needs.

In response to a projected \$3.3 billion budget shortfall, Maryland lawmakers are considering drastic cuts to essential services, with everything from healthcare to education potentially on the chopping block. While some savings have been found, finding an additional \$1 billion in cuts remains a significant challenge. This ongoing debate underscores the tough fiscal choices lawmakers are facing in the final weeks of the legislative session.



Members of Omega Psi Phi fraternity bid farewell to the late Del. Frank Turner (photo above them) at a memorial service attended by several hundred at Howard Community College, including many current and former elected officials. Gov. Wes Moore said, "We know the shoulders we stand on and we know the instructions. Tell us specifically what you're going to do and tell us who you are always going to fight for." MarylandReporter.com photo

by Len Lazarick

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The chromite bill, which would designate a state mineral for Maryland, is nearing its conclusion in the legislature. If passed, Maryland will join more than two dozen other states that have officially recognized a state mineral. This symbolic bill has garnered support from both environmentalists and geologists, adding a unique layer to the state's identity.

A growing public health crisis in Maryland involves overdoses linked to veterinary tranquilizers, and lawmakers are responding with bipartisan efforts to restrict these drugs' availability. These substances, which are increasingly involved in fatal overdoses, are a significant concern for public safety, and state health officials are being urged to take stronger action to combat this emerging threat.

Governor Wes Moore has made it clear that he will not support proposed taxes on business-to-business services (thank goodness, selfishly as lobbyists) and sweetened beverages (we don't drink them, tax away) unless they include more extensive tax reform. Despite pressure from various stakeholders, Moore's stance suggests that any new tax proposals will require broader agreement and must align with his fiscal priorities. The discussion highlights the growing tension over how Maryland should raise revenue to address its budget needs.



House Speaker Adrienne Jones (center), Gov. Wes Moore and Senate President Bill Ferguson announced an agreement to a budget framework Thursday, as the legislative session enters its last 18 days. (Photo by Bryan P. Sears/Maryland Matters)

A bill aimed at ending subsidies for trash incinerators as part of Maryland's renewable energy strategy has stalled in committee, despite missing the key deadline for crossover. The bill's future remains uncertain, as environmental advocates continue to push for an end to these subsidies, which they argue undermine the state's renewable energy goals. However, with the legislative clock ticking, this bill may face an uphill battle.

Towson University is one of more than 50 universities under investigation by the Trump administration for allegedly violating the civil rights of white and Asian American students through diversity, equity, and inclusion (DEI) programs. The investigation is part of a broader campaign to dismantle DEI initiatives across the country, raising concerns about the future of these programs in Maryland's higher education institutions.

Senator Chris Van Hollen is navigating his new role as Maryland's senior senator amidst the challenges of opposing President Trump's policies and fighting for the state's federal interests. As Maryland's senior senator, Van Hollen is also advocating for the protection of the state's large federal workforce, which has been significantly affected by the Trump administration's downsizing efforts.

Thousands of FDA employees returned to their Maryland headquarters to find disarray, with overflowing parking lots, long security lines, and insufficient office supplies. This chaotic return underscores the challenges federal agencies face in adjusting to post-pandemic operations and the Trump administration's budget cuts that have left many agencies understaffed and under-resourced.

A key bill aimed at banning pesticides containing PFAS chemicals has hit a roadblock after amendments were made in the House. The proposed changes to the bill have caused a major shift in support, with advocacy groups now pushing to quash the legislation entirely. The controversy highlights the ongoing tension between public health advocates and lawmakers seeking to balance environmental protections with industry interests.

In a historic move, the Maryland Senate approved a bill that would allow the state to use funds collected from insurance surcharges to finance abortion services. This legislation positions Maryland as a leader in reproductive healthcare access, making it the first state to leverage such funds for abortion services under the Affordable Care Act. The decision has sparked both support and opposition, reflecting the deep divide over abortion rights in the U.S.

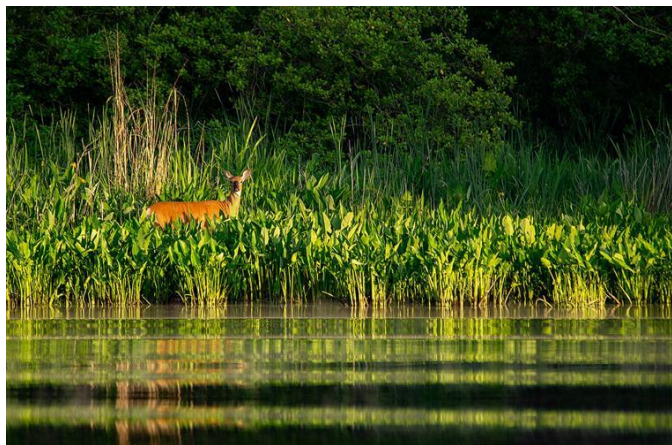
As the Maryland legislative session winds down, fiscal leaders are still negotiating a budget agreement. While progress has been made, a final deal has yet to materialize. The ongoing discussions underscore the difficulty of balancing the state's budget while addressing key priorities like education, healthcare, and public safety.



The new Howard County flag designed by Esen Paradiso. The Howard County Council still must approve the design for it to become official.

Howard County has unveiled a new flag design that draws inspiration from the county's natural landscape and iconic structures. The design, which was chosen from among three finalists, incorporates curves and arches to reflect the county's rural character and notable landmarks, including the Chrysalis amphitheater. The new flag is set to replace the existing one that has been in use since 1968.

Advocates for detained immigrants in Maryland are speaking out against the conditions they face at the George Fallon building in Baltimore, which houses both ICE offices and federal immigration court. The protest, led by local lawmakers and community organizers, highlights concerns over overcrowding, inadequate facilities, and the treatment of immigrants held in detention.



A white-tailed deer peers from the edge of a wetland on Maryland's upper Choptank River, one of four watersheds in the Chesapeake Bay system chosen by the state for focused restoration efforts. Bay Journal photo by Dave Harp

In response to President Trump's mass firings of federal workers, Maryland's congressional delegation is pushing legislation aimed at reinstating those employees. The bills aim to protect federal workers' rights and reverse the impact of the firings, though it remains uncertain how the legislation will proceed given the political landscape in Washington.

A wave of lawsuits has been filed by survivors of sexual abuse in Maryland's juvenile detention centers, with more than 3,500 individuals seeking damages from state and local governments. The lawsuits highlight longstanding issues with the treatment of minors in detention facilities, as well as the state's failure to adequately address abuse allegations.

Governor Wes Moore has been vocal in opposing the Trump administration's decision to block the FBI's new headquarters in Greenbelt, arguing that the decision harms Maryland's economy and public safety efforts. Moore's administration is committed to exploring legal options to fight this setback and seeking other ways to support local economies and job growth.

Please be on the lookout for your weekly bill tracking reports. Bills will be moving that have made crossover, and we'll send you messages when your priority issues hit new milestones. Please make sure you reach out to us; not the Governor nor Presiding Officers in the final stretch of the session if you have questions or concerns. We will make sure to get you an answer.

As always, here are some of the articles we followed this week:

CROSSOVER DAY AT THE LEGISLATURE: The Maryland legislature hits a [key deadline Monday](#), signaling the final three weeks of a 90-day session marked by budgetary woes and continual blows from the federal government. **Hannah Gaskill/The Baltimore Sun.**

NEW FBI HQ GOES TO DC, NOT MD: President Donald Trump said Friday that he doesn't want the new FBI headquarters to be built in Maryland but rather in the [nation's capital](#). Trump said he prefers Washington for the headquarters promised to 61 acres in Greenbelt in 2023. **Racquel Bazos/The Baltimore Sun.**

FBI HQ MOVE, TOWSON UNIV. TARGETED: Maryland, a hub for research and home to thousands of federal workers, is already seeing the [effects of the administration's directives](#). **Clara Longo de Freitas and Brenda Wintrode/The Baltimore Banner.**



The Maryland General Assembly House of Delegates meets on Jan. 8, 2025. Credit: Ginny Bixby

NATIONAL FIRE ACADEMY CLOSING: The abrupt closure came without warning in a March 7 email and took effect immediately. There have been no announcements about the [future of classes](#) at the academy since, but the outlook seems grim. **Jack Bowman/Maryland Matters.**

MOORE TALKS TARIFFS, FBI HQ ON “FACE THE NATION”: Maryland Gov. Wes Moore addressed during Sunday's “Face the Nation” how the Trump administration's policies are [impacting the state](#). **Adam Thompson/The Baltimore Sun.**

LONGTIME BALTIMORE AIDE ANTHONY McCARTHY DIES AT 57: Anthony W. McCarthy was a communications wunderkind who served such prominent Baltimore figures as Sheila Dixon, Martin O'Malley, Kweisi Mfume and Elijah Cummings during decades of political work in Maryland, along with hosting an award-winning radio show. [McCarthy died Sunday](#) after a lengthy battle with kidney disease. **John-John Williams IV/The Baltimore Banner.**

FUNDING IN DOUBT FOR FIVE WATERSHEDS: Maryland is targeting five of its [ailing watersheds for a concentrated push to restore them](#) — but the state's budget crisis has put funding for the effort in doubt. **Timothy Wheeler of Chesapeake Bay Journal/Maryland Reporter**

SECOND LOOK ACT ADVANCES TO SENATE: A bill that would let some inmates ask a judge to [reduce their jail time](#) after they have served decades cleared a preliminary vote in the House of Delegates Saturday. **Bryan P. Sears/Maryland Matters.**

LAWMAKERS HOPE TO IRON OUT ISSUES WITH MOORE’S HOUSING BILL: The clock is ticking on Gov. Wes Moore’s bill to [expedite housing development](#) in the state, a proposal that county officials have warned has substantive issues and will need “significant” work before they can get behind it. **Danielle J. Brown/Maryland Matters**



Del. Jackie Addison (D-Baltimore City) wipes away a tear during two hours of emotional debate in the House Saturday on the so-called Second Look Act. (Photo by Bryan P. Sears/Maryland Matters)

SERVICES ON THE CHOPPING BLOCK TO PLUG \$3B BUDGET HOLE: Drastic cuts to [core services](#) are on the table as Maryland state lawmakers scramble to plug a projected \$3.3 billion hole in the state budget. House and Senate leaders are working with the governor to come up with another \$1 billion in savings. **David Collins/WBAL-TV.**

MINERAL BILL HEADS TOWARD “CHROMETASTIC” FINISH: If the chromite bill is approved and signed into law, Maryland would join more than two dozen states that have designated an official [state mineral](#). **Bryan P. Sears/Maryland Matters.**

LAWMAKERS TARGET TRANQUILIZERS BEHIND OVERDOSE DEATHS: A bipartisan group of lawmakers is attempting to push Maryland’s Department of Health to restrict the distribution of [two veterinary tranquilizers](#) that play a growing role in the state’s overdose crisis. **Paul Kiefer/Maryland Matters.**

MOORE WON’T BACK B2B, SWEETENED DRINK TAXES: A plan to tax services used by some businesses will not have the support of Gov. Wes Moore (D) unless it [also expands on the people who pay](#). Moore told reporters Monday that his office has “been working very closely” with lawmakers. As a result he told reporters that two proposed taxes — a sales tax on services between businesses and another on sweetened beverages — would not pass. **Bryan Sears/Maryland Matters.**

BILL TO END TRASH INCINERATOR RENEWABLE SUBSIDIES STALLS: A bill that would end Maryland’s practice of [allocating renewable energy subsidies](#) to trash incinerators is stalled in committee but not dead yet, despite missing the “crossover” deadline that would be the death of most bills. **Christine Condon/Maryland Matters.**



Sunrise in Ocean City following a heavy thunderstorm with lightning in March of 2021.. MarylandReporter.com photo

TOWSON AMONG 50 UNIVERSITIES PROBED BY TRUMP ADMIN OVER DEI:

Towson University is one of more than 50 universities being investigated for alleged racial discrimination as part of President Donald [Trump's campaign to end diversity](#), equity and inclusion programs that his officials say exclude white and Asian American students. **Collin Binkley/The Associated Press.**

VAN HOLLEN STEPS INTO ROLE AS MARYLAND'S SENIOR SENATOR: In early January, Chris Van Hollen stepped into his new role as Maryland's senior senator and immediately confronted an unprecedented challenge: how to fight newly inaugurated President Donald Trump and billionaire Elon Musk and their [chainsaw approach to cutting the federal workforce](#). Van Hollen represents a state that had more than 160,000 federal workers at the outset of Trump's second term. **Louis Peck/Bethesda Magazine.**

THOUSANDS OF FDA EMPLOYEES RETURN TO A OFFICE IN CHAOS: Thousands of employees returned to the Food and Drug Administration's headquarters in Maryland on Monday to find overflowing parking lots, long security lines and [makeshift office spaces without chairs](#) and other basic supplies. **Matthew Perrone/The Associated Press.**

PESTICIDE SAFETY GROUP PULLS SUPPORT FOR PFAS BILL AFTER

AMENDMENTS: Advocates who were fervent supporters of a bill to ban a type of pesticide in Maryland are so spooked by House changes to the bill that [they want to quash it altogether](#) rather than push for amendments. The House last week gave unanimous approval to House Bill 386, which would prohibit the sale and use of pesticides containing PFAS, the "forever chemicals" linked to serious health issues, beginning in 2032. **Christine Condon/Maryland Matters.**

SENATE OKs USE OF INSURANCE SURCHARGE FUND FOR ABORTION

SERVICES: The Maryland Senate passed a bill Monday to allow the state to use a [\\$25 million pot of money to fund abortion services](#), paving the way for the state to become the first in the country to use money collected from a surcharge on insurance plans sold under the Affordable Care Act to pay for reproductive health care. **Katie Shepherd/The Washington Post.**

MARYLAND NEARS BUDGET DEAL, BUT STILL NOT THERE: Fiscal leaders in the House and Senate continue to work toward a broad budget agreement but are not there yet, Senate President Bill Ferguson said Tuesday. With 21 days left in the session, the House

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continues to finalize its version of the [budget introduced in January by Gov. Wes Moore](#). The continued work has stretched beyond traditional deadlines and a revised set of expectations Ferguson laid out for reporters late last month. **Bryan Sears/Maryland Matters.**

NEW FLAG DESIGN CHOSEN FOR HOWARD COUNTY: Esen Paradiso doesn't think Howard County has straight lines. Rather, the farmland showcases the county's curves, while the aqueducts and the Chrysalis amphitheater at Merriweather Park both boast arches. She incorporated these [characteristics into her design entry](#) for a new county flag. That design has been selected from among three finalists to replace a county flag that has been flying since 1968. **Jess Nocera/The Baltimore Banner.**

CONDITIONS FOR DETAINED IMMIGRANTS PROTESTED: Dozens of local lawmakers, attorneys, immigrants and other advocates packed into CASA's Welcome Center in Baltimore Tuesday afternoon to [protest conditions detained immigrants face](#) at the George Fallon building in downtown Baltimore. The building is home to the U.S. Immigration and Customs Enforcement Field Office in Baltimore, as well as federal immigration court. **Emily Hofstaedter/WYPR-FM.**



Above: Anthony McCarthy directs a mayoral press conference at City Hall. (@talkshowguy)

MARYLAND CONGRESS DELEGATION PUSH BILL TO REINSTATE FEDERAL WORKERS: Responding to the Trump administration's firing of tens of thousands of new and recently promoted employees, Democratic federal lawmakers from [Maryland are advancing bills to protect](#) and reinstate them, though it is not immediately clear how the bills could become law with Congress and the presidency controlled by Republicans. **George Berkheimer/The Business Monthly.**

THOUSANDS OF FIRED PROBATIONARY WORKERS BEING REINSTATED, SORT OF: The federal government is in the process of reinstating tens of thousands of probationary workers, [including many employees who reside](#) in Maryland, after a judge issued a temporary restraining order halting the Trump administration's mass layoffs. In total, approximately 24,500 employees from 19 departments are getting their jobs back, at least temporarily, after being fired between Jan. 20 and early March. **Scott Maucione/WYPR-FM.**

BUDGET AGREEMENT COULD MEAN \$1BILLION IN NEW REVENUE: A compromise spending plan for the coming budget year includes more than [\\$1 billion in tax](#)

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[increases](#), including a proposal to let local governments to increase the maximum local piggyback tax rate. **Bryan P. Sears/Maryland Matters.**

DEMS SAYS NEW TAX ON SERVICES ‘HAS TO BE IN BUDGET’, REPUBLICANS SAY ‘IT’S A BAILOUT’: Marylanders will have to pay some kind of a [new sales tax](#) in the next state budget, but it’s not clear what it will look like. **Natalie Jones/The Baltimore Sun.**



Governor Wes Moore, center clasps hands with Bill Ferguson, president of the Maryland senate..and Adrienne A. Jones, House Speaker during his State of the State speech to a joint session of the Maryland General Assembly. (Karl Merton Ferron/Staff)

MOORE, LAWMAKERS REJECT SALARY CUTS, WHILE PAYROLL OUTPACES INFLATION: Maryland state government [payroll has outpaced inflation](#) over the last decade, with the department under Gov. Wes Moore’s direct purview seeing a larger jump in compensation paid to employees in the last two years compared to the biggest state agencies, according to an analysis of payroll data by The Baltimore Sun. **Sam Janesch/The Baltimore Sun.**

THOUSANDS SUE OVER SEXUAL ABUSE IN JUVENILE DETENTION CENTERS: Survivors can seek damages against state and local governments of up to \$890,000 for each occurrence of abuse. The cap is higher for cases against private institutions, at \$1.5 million. Since the law took effect, more than 3,500 people have filed [lawsuits against Maryland state agencies](#), many alleging abuse in the state’s juvenile detention facilities. **Amanda Hernández/Maryland Matters.**

MOORE PUSHES BACK ON BLOCKING OF FBI HEADQUARTERS PROJECT: Gov. Wes Moore [is responding](#) to President Donald Trump’s recent threats to block a new FBI headquarters from being built in Maryland. **Dominick Philippe-Auguste/WMAR-TV News.**

BILL WOULD ALLOW FIREFIGHTERS TO USE MEDICAL CANNABIS WHEN OFF DUTY: A bill working its way through the legislature would [prevent employers](#) from punishing firefighters and other rescue workers for using medical cannabis when they’re off the job. **Madeleine O’Neill/The Baltimore Banner.**

B'MORE'S MATH SCORES SINGLED OUT AS U.S. EDUCATION DEPT.

IS DISMANTLED: President Donald Trump on Thursday used [low academic achievement](#) in some Baltimore high schools to help justify plans to dismantle the U.S. Department of Education. **Jessica Calefati/The Baltimore Banner.**

NEW CAMPAIGN TO CUT DOWN ON HEALTHCARE VIOLENCE: Maryland is trying to cut down on the amount of [workplace violence](#) that healthcare workers are experiencing through a new ad campaign. **Scott Maucione/WYPR-FM.**

SPECIAL ELECTIONS BILL MOVES FORWARD: A Maryland General Assembly bill that could require [special elections](#) to fill legislative vacancies in certain circumstances has made it over the hump of crossover day, increasing the chances it will become law. **Ginny Bixby/Bethesda Today.**

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Terri Hruby

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Authorize City Manager to Execute Contract for Master Preservation Plan for Greenbelt's Three Historic Cemeteries

Suggested Action:

Reference: RFP v.5.published.th.1.10.25

RFP Award Recommendation.vfinal.3.19.25.th

JMT Proposal

Staff recommends the City Council authorize the City to execute the contract for the Master Preservation Plan for Greenbelt's Three Historic Cemeteries to Johnson, Mirmiran & Thompson, Inc. (JMT) at a cost not to exceed \$68,898.18. JMT's proposal met all submittal/contract requirements and represents the best value to the City. The FY2025 approved Capital Project Budget allocates \$70,000 to this project, including \$35,000 in grant funding awarded by the Maryland Heritage Areas Authority (MHAA).

Attachments:

[RFP v.5.published.th.1.10.25.pdf](#)

[RFP Award Recommendation.vfinal.3.19.25.th.pdf](#)

[JMT-2025-01-R.pdf](#)



**City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770**

REQUEST FOR PROPOSALS

FOR

**MASTER PRESERVATION PLAN FOR THREE GREENBELT HISTORIC
CEMETERIES**

FOR

WALKER, TURNER & HAMILTON CEMETRIES

Contract No. 2025-01-R

PROPOSALS DUE

February 14, 2025 @ 3:00 PM

This project is funded by the City of Greenbelt and a Maryland Heritage Areas Authority Program Capital Grant administered by the Maryland Historical Trust. It must meet with all City of Greenbelt procurement requirements. The City of Greenbelt is an Equal Opportunity Employer

**Greenbelt Department of Planning and Community Development
15 Crescent Road, Suite 200
Greenbelt, Maryland 20770
(301) 345-5417**

CITY OF GREENBELT

**MASTER PRESERVATION PLAN FOR THREE HISTORIC GREENBELT
CEMETERIES**

CITY OF GREENBELT, MARYLAND

CONTRACT NO. 2025-01-R

The City of Greenbelt (“Owner”) requests proposals from qualified historic preservation and cultural planning professionals (“Consultant”) for the preparation of a Preservation Master Plan for the preservation, maintenance and use of three historic cemeteries. The project is being funded by a grant received from the Maryland Heritage Area Authority/Maryland Historic Trust. Greenbelt is a National Historic Landmark. Its three cemeteries, the Hamilton, Turner and Walker, contain the history of Native Americans, successive waves of European settlers dating back to the early 1700s, the enslaved, small farmers, Revolutionary War heroes, and tenants of all kinds. The Greenbelt Cemetery Plan will research and document the history of the sites and their existing conditions, make recommendations for preservation, maintenance, programming, including accessibility for individuals of all abilities, and wayfinding and interpretation of the sites. The Plan will also recommend ways to incorporate the cemeteries into existing programming for historic Greenbelt, the Greenbelt Museum, the Greenbelt Cinema, and related Anacostia Trails Heritage Areas (ATHA).

Information on the City may be found on our website: [Greenbelt, MD | Home \(greenbeltmd.gov\)](https://www.greenbeltmd.gov)

I. GENERAL INFORMATION

- A. RFP Title:** Master Preservation Plan for Three Historic Greenbelt Cemeteries
- B. RFP Number:** 2025-01-R
- C. Brief Description:** The purpose of this project is to develop a master plan of preservation for three historic cemeteries: Hamilton, Walker, and Turner (map provided in appendix) located in the City of Greenbelt. The Master Preservation Plan will provide guidance for the restoration, preservation, heritage tourism and maintenance of the cemeteries.
- D. Issuing Officer:**
Terri Hruby
Director of Planning & Community Development
Department of Planning and Community Development
15 Crescent Road, Suite 200
Greenbelt, Maryland 20770

301-345-5417
Fax # 301-345-5418
E-mail: thruby@greenbeltmd.gov

- E. Response Due Date:** Proposals must be delivered to the Issuing Officer no later than 3:00pm on Friday, February 14, 2025
- F. Q&A Answers Posted:** All requests for clarifications or additional information related to this Request for Proposal (RFP) must be submitted in writing (via email) by January 29, 2025 and directed to Terri Hruby, Director of Planning and Community Development, at thruby@greenbeltmd.gov. All answers will be provided in writing and posted on the City's website on or before January 31, 2025

II. SCOPE OF WORK

The City of Greenbelt is seeking proposals from qualified consulting groups specializing in historical preservation, cultural resource management, and historic cemetery maintenance to develop a Master Preservation Plan for Greenbelt's three historic cemeteries. The motivations for this plan are the desire to:

- a. Provide a living document for both present and future restoration and maintenance needs ensuring the historic resources of the cemeteries are preserved and maintained properly;
- b. Establish a restoration, preservation and maintenance plan ensuring any restoration work and repairs undertaken follow appropriate methods of repair;
- c. Promote the preservation and maintenance of fundamental pieces of Greenbelt's history. This plan will serve as an historical document, inventory database and maintenance guide for the three cemeteries; and
- d. Identify the cemeteries' role in heritage tourism.

The project will allow the City to have an all-encompassing document for the historic sites and provide the City the ability to prioritize maintenance needs in the future.

The Scope of Work shall result in a final Preservation Plan that meets applicable State and County regulations.

Project budget is \$70,000

Task 1 Project Initiation and Analysis

1.A. Project Initiation

The Consultant will begin to work with the City by creating a project schedule to identify key milestone dates such as City staff meetings and City Council meetings (provided by

the City) and the products that will be presented for discussion during those meetings. The draft schedule will be presented for review by the City in advance of the kick-off meeting.

1.B. Kick-off Meeting

The kick-off meeting will provide the Consultant and the City an opportunity to introduce one another, to describe roles on the project team, discuss and confirm the City goals for the project, review the project schedule and to walk the project site with the group to discuss key issues and opportunities.

1.C. Fact Finding Meetings

Following the kick-off meeting, the Consultant will meet with key staff to discuss current operations, needs, and wants for the future. Consultant will provide meeting notes for each meeting. Consultant will synthesize the findings from the interviews for discussion with the City.

1.D. The Preservation Plan (Research and Analysis)

The Preservation Plan Scope of Work will include the following, tailored to the need of each cemetery:

- Preface
 - Table of Contents
 - Executive Summary
 - Introductions
- Development History
 - History of the Property
 - Archaeological Evaluation
 - Site and Landscape Evaluation, including tree inventory
 - Architectural Description (in this context, a stone inventory of the grave markers, monuments, and crypts and documentation of their existing conditions)
 - Structural Evaluation (fencing, monuments, etc.)
 - Material Analysis – stone, brick and mortar as applicable
- Treatment and Use
 - Treatment Philosophy
 - Use and interpretation of the resource including but not limited to a plan for physical and programmatic access by individuals with disabilities and ways to address diverse or inclusive historical narrative
 - Code and Accessibility review
 - Property Treatment Recommendations (landscaping, wayfinding, pathways, parking, drainage, benches, lighting, etc.)
 - Architectural Treatment Recommendations (grave markers, monuments, and crypts; walkway, benches, fencing, signage, etc.)

- Prioritization and cost estimates for the work
- Maintenance Plan, including
 - Schedule and regular/annual tasks and knowledge required
 - Training indicated for city public works and volunteers
 - Budget for annual maintenance and upkeep
- Heritage Tourism Assessment
- Provide a Funding and Revenue plan for the continuing preservation of the cemeteries
 - Grants
 - Strategies
 - Historic Heritage programming
- Evaluation: how the success of the plan will be measured

1.E. Presentation to the Community

The Consultant will prepare and present the information gathered and analyzed during this task to the community and interested stakeholders to obtain their input.

Task 2: Draft Master Plan

The Consultant will create a draft Master Plan for consideration. The Plan will address the items included in the research and analysis task, laying out ideas and concepts for addressing deficiencies and enhancing the City assets.

Development of the draft Master Plan will include preliminary identification of phases based on priorities articulated by the City. Consultant will provide a narrative of the draft Master Plan to accompany the illustrative graphics.

During this Task, the Consultant will also provide a Master Plan level estimate of probable costs of implementing plan recommendations

The Consultant will conduct a work session with the City at about mid-point during development of the draft Master Plan to review progress and receive additional input as the draft Plan is being refined. The Consultant will conduct a second work session with the City just prior to finalizing the draft Master Plan to allow the City to review the material prior to presentation to the City Council for their review and approval.

The Consultant will prepare and present the draft master plan to the City Council and the interested public for their information.

Task 3: Final Master Plan

The Consultant will finalize the Master Plan, incorporating comments from the City Council and public into the final documents. Work during this task will include updating the estimate of probable construction costs and finalizing the phasing plan to reflect the

final Master Plan. The Consultant will conduct a final meeting with the City to review information at approximately 95% complete.

Final deliverables will include the following:

- Master Plan Report containing narratives, analysis, draft alternatives, draft, and final
- Illustrative Master Plan of the Property
- Perspective sketches of key areas as appropriate
- Final Phasing Plan
- Implementation Plan with associated costs
- Master Plan as a PDF
- Presentation for the City Council meeting

III. PROPOSAL REQUIREMENTS

The requirements of this Proposal are as follows:

a. Executive Summary

- i. Provide your understanding of the project scope and important aspects of this project.
- ii. Identify the proposed Project Manager and key project team members
- iii. Summarize the proposed scope of work, project cost and timeline

b. Firm/Team Qualifications:

- i. Describe specific project experience related to projects of similar size, scope, type, and project team.
- ii. Provide a brief summary of your team's experience on similar projects
- iii. Provide three references for relevant projects including company name, address, contact name, telephone number, description of project, and successes/outcomes.

c. Proposed Project Team:

- i. Provide a staffing plan identifying all key principals and staff from all firms on your team whom you intend to assign to this project and include their profiles indicating relevant experience, education and training.
- ii. Confirm the availability of the project team to start immediately and identify major projects that your proposed project team is expected to be involved in through the duration of the project. Note that any future change in key personnel will require approval in advance by the City's Project Manager.
- iii. Provide a schedule of hourly rates for the proposed personnel, which will remain intact for the duration of the project.

d. Project Approach:

- i. Describe how your team would approach completing the tasks and goals identified in this RFP based on your firm's expertise and experience with similar projects.
- ii. Describe your approach to identification and management of risks influencing on time/on-budget completion.
- iii. Specify the number of included meetings (in person and virtual), business community meetings and Council work sessions/presentations.

e. Project Fee Proposal:

- i. Provide your fee proposal for the required services as a not to exceed fixed fee.
- ii. Provide hourly billing rates to be used for both based fee invoicing and additional services should they be approved.
- iii. Include a list of reimbursable expenses and an estimate of the total amount anticipated.
- iv. Include a cost per additional meeting, if required, beyond those included above.

f. Other Conditions

- i. **Living Wage** – The City of Greenbelt requires that all contractors performing work for the City pay their employees a Living Wage. According to the State of Maryland, The Living Wage rates change each year based upon the changes in the Consumer Price Index. New rates are published at the beginning of the State's fiscal year in July and become effective 90 days from the end of the state fiscal year in June.

IV. EVALUATION CRITERIA

Evaluation of proposals will be based on criteria at the Owner's sole discretion, but will broadly be based on overall best value with respect to the following criteria.

Overall Experience of the Firm/Team	10%
Experience and Qualifications of the Project Team	25%
Project Approach and Schedule	35%
Project Cost	20%
References	10%

- a. Interview Format:** The City's Project Manager may determine a short list of teams for interviews, upon review of the Proposals submitted. In the event that interviews are warranted, a short list of firms will be notified and provided a schedule of available days/times for in-person interviews.
- b. Selection:** A selection is expected to be made by the end of February 2025, and the City's Project Manager will begin facilitating the execution of a mutually acceptable contract between the City and the selected consultant. The selected

team and contract will be presented to the City Council at a Regular Council Meeting for approval.

V. PROPOSAL SUBMISSION

PROPOSALS MUST BE RECEIVED ON OR BEFORE 3:00PM February 14, 2025.

Please provide an electronic and original hard copy to:

Terri Hruby, Director
Department of Planning and Community Development
15 Crescent Road, Ste. 200
Greenbelt, MD 20770
thruby@greenbeltmd.gov

All requests for clarifications or additional information related to this Request for Proposal (RFP) must be submitted in writing (via email) by January 29, 2025, and directed to Terri Hruby, Director of Planning and Community Development, at thruby@greenbeltmd.gov. All answers will be provided in writing and posted on the City's website on or before January 31, 2025.

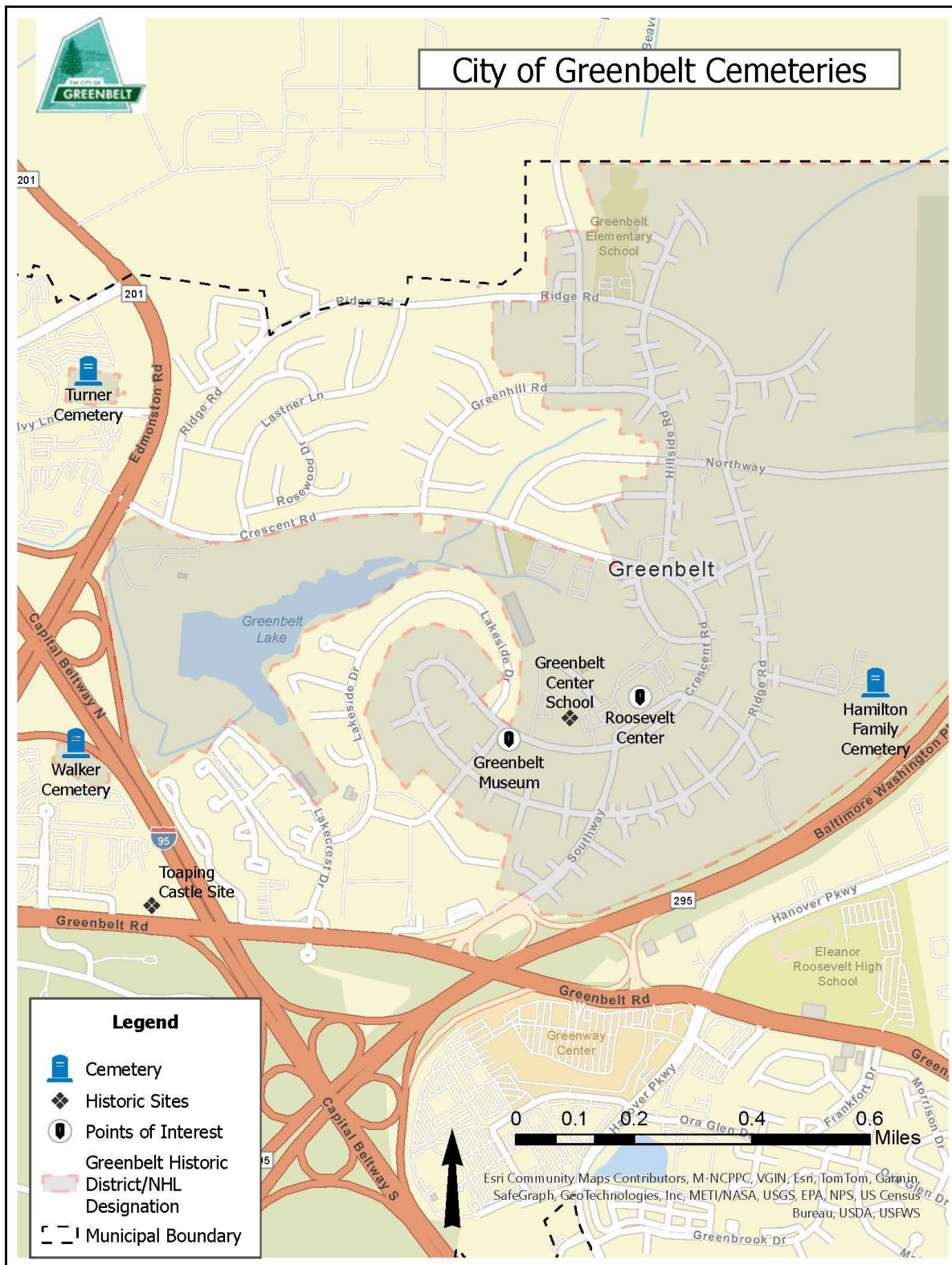
By submitting a proposal, the consultant agrees and warrants that it fully understands the project requirements. The City reserves the right to amend or cancel the RFP at any time at its sole discretion before the execution of a contract with the selected consultant. In the event the RFP is withdrawn or canceled, the City shall not be liable to any proposer for the costs incurred in connection with the RFP or the preparation of the proposer's response.

Disclaimer:

The RFP, including the documents incorporated and/or referenced in the RFP, has been prepared to solicit proposals, and are not contract offers. The only document that will be binding on the Owner is the contract, if any, duly executed by the Owner and the selected Consultant. No proposal shall be construed as creating any contractual relationship between the Owner and any party responding to this RFP. Nothing contained in this RFP in writing or implied by the selection process shall create any obligation on the part of the Owner and/or the Owner's Project Manager to select any firm for the services described herein. The Owner reserves the right at their sole discretion to select any firm or team, to decide not to select a firm or team, or proceed with the project, or to otherwise modify their approach to the assignment.

VI. Attachments

- a.** Location Map of Cemeteries
- b.** Sample Contract with Terms and Condition



STANDARD CONTRACT FORM

THIS AGREEMENT, made this *[insert day]* day of *[insert month]* by and between the **CITY OF GREENBELT**, a municipal corporation organized under the laws of Maryland, hereinafter referred to as the "**CITY**", and *[insert contractor's full legal name]*, hereinafter referred to as "**CONTRACTOR**".

WITNESSETH

WHEREAS, the City desires the Contractor to provide *[insert description]*.

WHEREAS, the City desires to employ the services of the Contractor in connection with the aforementioned service under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the covenants and promises set forth, the parties hereto agree as follows:

1. SCOPE OF WORK. The Contractor agrees to perform the work described and be bound by the terms and conditions set forth in *[insert RFP no. and description]*, to include *[list all addenda]*, hereto attached and made a part hereof and identified as Exhibit "A" and in the CONTRACTOR'S proposal dated *[insert date]*, hereto attached a made a part hereof and identified as Exhibit "B", and in the CONTRACTOR'S best and final offer (BAFO) dated *[insert date]* hereto attached and made part hereof and identified as Exhibit "C". In the event any terms of the attached exhibits conflict with this Agreement, this Agreement shall prevail over the aforementioned exhibits. In the event the terms of any of the exhibits conflict with each other, then Exhibit "C" shall prevail over both Exhibits "B" and "A". In the event the terms of Exhibit "B" conflict with Exhibit "A", then Exhibit "A" shall prevail over Exhibit "B". In the event of a conflict in the terms contained in the documents in Exhibit "C", the terms of the most recently dated document shall prevail.

The Contractor shall perform the services described in this Agreement (a) in a timely, diligent and professional manner in accordance with recognized standards of the applicable industry or profession, and; (b) in accordance with the time periods set forth in this Agreement and in the schedule and sequencing specified by the City. Contractor shall furnish efficient business administration and superintendence and shall use its best efforts to ensure that such services being performed under this Agreement are completed in the best way and in the most expeditious and economical manner consistent with the City's best interests.

2. REVIEW BY CITY. The Contractor agrees that the work and records covered by this Agreement will be subject to review, at all times, by representatives of the City.

3. OWNERSHIP RIGHTS. All finished or unfinished documents, data, studies, surveys, drawings, CADD drawings, maps, models, photographs, letters and reports prepared by the Contractor or its subcontractors shall become the property of the City.

4. EQUAL EMPLOYMENT OPPORTUNITY. The Contractor will not discriminate against any employee or applicant for employment because of age (in accordance with applicable law), ancestry, color, national origin, race, ethnicity, religion, disability, genetics, marital status, pregnancy, presence of children, gender, sexual orientation, gender identity or expression, or veteran status. The Contractor will take

affirmative action to ensure that applicants are employed, and the employees are treated fairly and equally during employment with regard to the above. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment, layoff or termination, rates of pay or other form of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. Contractors must also include the same nondiscrimination language in all subcontracts.

If the Contractor fails to comply with nondiscrimination clauses of this contract or fails to include such contract provisions in all subcontracts that subcontractors will not discriminate against any employee or applicant for employment in the manner described above, this contract may be declared void AB INITIO, cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further contracts with the City of Greenbelt. Any employee, applicant for employment, or prospective employee with information concerning any breach of these requirements may communicate such information to the City Manager who shall commence a prompt investigation of the alleged violation. Pursuant to such investigation, the Contractor will permit access to the Contractor's books, records, and accounts. If the City Manager concludes that the Contractor has failed to comply with nondiscrimination clauses, the remedies set out above may be invoked.

5. INDEMNIFICATION. The Contractor agrees to indemnify and save harmless the City against any liability, claim, demand for personal injury or property damage, and other expenses or losses suffered or arising out of or caused by any negligent act or omission of the Contractor, its subcontractors, servants, agents or employees incurred in the performance of the Agreement.

6. TIME OF THE ESSENCE. The Contractor acknowledges that time is of the essence in providing the services under this Agreement and agrees to assign adequate personnel sufficient to respond to requests for service.

7. CONTRACT TERM. This Agreement shall be effective upon execution of the contract and shall continue through [INSERT DATE] with possible renewal options, subject to the annual review of the City Treasurer, the satisfactory performance of the Offeror, the concurrence of the Greenbelt City Council and the annual availability of an appropriation.

8. TERMINATION FOR CONVENIENCE. The City may terminate this Agreement for convenience by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. If the Agreement is terminated by the City as provided in this Section the Contractor will be paid on a pro-rata basis for work performed prior to the effective date of such termination.

9. TERMINATION FOR CAUSE. If through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligation under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, the City shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. If the Agreement is terminated by the City as provided in this Section the Contractor will be paid an amount based on the number of hours actually worked at the hourly rates set forth herein, or if no hourly rate is set forth, Contractor shall be paid on a pro-rata basis for work performed. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of

any breach of the Agreement by the Contractor, and the City may withhold any payments due the Contractor up to the full amount of the Contractor's fee, until such a time as the exact amount of damages due the City from the Contractor is determined by any Court of competent jurisdiction.

10. COMPLIANCE WITH LAWS. The Contractor shall observe and comply with Federal, State, County and local laws, ordinances and regulations that affect the work to be done herein, and shall indemnify and hold the City harmless, and all of its officers, agents and servants against any claim or liability from or based on the violation of any such law, ordinance or regulation, whether by the Contractor or the Contractor's agent. Notwithstanding the foregoing, in the event that the Contractor determines that a conflict exists between any applicable law, ordinance and/or regulation, the Contractor will so advise the City and the City will decide which law, ordinance and/or regulation shall be followed.

11. SUBCONTRACTS. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the City. The Contractor will require all subcontractors to have in effect at all times insurance coverage as required by the City in Exhibit "A" for negligent acts, errors, and omissions of subcontractors and their employees and the City shall be named as an insured party.

12. ASSIGNMENT. The Contractor shall not assign or transfer any interest in this Agreement without the prior written approval of the City.

13. INSURANCE. The Contractor shall carry insurance with limits as required in Exhibit "A" by the City and shall provide to the City a certificate evidencing the same.

14. CONFLICTS OF INTEREST. The Contractor covenants that it has presently no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required to be performed under this Agreement. The Contractor further covenants that in the performance of this Agreement no person having any such interest shall be employed.

15. DISPUTES. Except as otherwise provided in this agreement, any dispute concerning a question of fact arising out of this agreement which is not disposed of by agreement, shall be decided in accordance with the City's Purchasing Procedures as set forth in Chapter 2 of the Greenbelt City Code.

16. GOVERNING LAW. This Agreement is executed in the State of Maryland and shall be governed by Maryland law. The Contractor, by execution of this Agreement, consents to the jurisdiction of the Maryland state courts with respect to any dispute arising out of this agreement and further consents to venue in Montgomery County, Maryland.

17. SUCCESSORS AND ASSIGNS: This Agreement shall be binding and inure to the benefit of all successors and assigns of the parties hereto. Notwithstanding the foregoing, this Agreement shall be considered a personal services contract and the Contractor shall not assign any right or obligation under this Agreement without the City's express written consent which may be withheld in the City's sole and absolute discretion.

18. INDEPENDENT CONTRACTOR. The Contractor shall perform this Agreement as an independent contractor and shall not be considered an agent of the City, nor shall any of the Contractor's employees or agents be subagents of the City.

19. **COMPENSATION.** The Contractor shall provide to the City the services described in the amount not to exceed *[insert dollar amount in words]* dollars (\$*[insert dollar amount in numbers]*). In the event the labor hours and expenses exceed this amount the Contractor shall complete the tasks with no additional compensation.

20. **INVOICING.** Invoices for payment shall include a complete description of the services rendered, personnel, hourly rates, hours and date of services. All invoices shall be submitted to the City of Greenbelt, Attn: *[insert contact and department]*, 25 Crescent Road, Greenbelt, MD 20770.

21. **MODIFICATION.** This agreement may be modified only by written instrument signed by both parties hereto.

22. **LIVABLE WAGE.** All contractors are encouraged to pay a living wage. Any vendor that has a contract(s) valued at \$50,000 or more with the City shall also be required to pay a Living Wage in accordance with State law. The contractor is responsible to check with the State Division of Labor and Industry, or other appropriate agency, to determine the appropriate wage rate. Contractors and Subcontractors subject to the Living Wage Law shall pay each covered employee at least the minimum amount set by law for the applicable Tier Area.

23. **SAM.gov REGISTRATION.** The U.S. Treasury requires all contractors administering a program or providing goods and/or services to the City of Greenbelt (who will be paid using the American Rescue Plan Act (ARPA) funds), will need to have an active registration with the System for Award Management ("SAM") (<https://www.sam.gov>). Any entity with a Dunn's number must convert to a SAM's number effective April 2022. If you do not currently have a SAM.gov number, one can be issued by going to SAM.gov. to register.

24. **ENTIRE AGREEMENT.** This agreement, including the exhibits attached hereto, constitutes the entire agreement between the City and the Contractor, and the parties shall not be bound by any prior negotiation, representations or promises, not contained herein.

Principal Contacts (Note: name the person with the day-to-day responsibility for contracted work)

Any notice, provisions or communications required under this contract should be directed as follows:

IF FOR THE CITY OF GREENBELT:

Name: Josué Salmerón, City Manager

Address: 25 Crescent Rd.

Address: Greenbelt, MD 20770

Phone No.: 301-474-8000

Email Address: jsalmeron@greenbeltmd.gov

IF FOR THE CONTRACTOR NAME:

Name:

Address:

Address:

Phone No.:

Email Address:

Approving Signatures

Signatures acknowledge receipt and understanding of this agreement. Signed and agreed to on the dates indicated below:

ATTEST: City of Greenbelt

Approved by: _____

Josué Salmerón, City Manager

Date

ATTEST: Company Name

Company Representative

Approved: _____

Date



MEMORANDUM

TO: City Council

FROM: Terri Hruby, AICP, Director of Planning & Community Development

DATE: March 19, 2025

RE: Award of RFP – Master Preservation Plan for Three Historic Cemeteries

Background

In July 2024, the City received a \$35,000 matching grant from the Maryland Heritage Areas Authority to undertake a Master Preservation Plan for the City's three historic cemeteries: Walker, Hamilton, and Turner. The purpose of the Master Preservation Plan is to document the history of the sites and their existing conditions; make recommendations for preservation, maintenance, and programming, including accessibility for individuals of all abilities; and wayfinding and interpretation of the sites.

The terms of the grant require the City to contribute a 50% match (\$35,000) which is reflected in the City's adopted FY2025 Capital Project Funds. The City has until September 30, 2026, to complete the project.

Analysis

A request for proposals (RFP) was released on January 13, 2025 requesting qualified consultants submit a proposal to prepare a Master Preservation Plan for the City's three historic cemeteries on or before February 14, 2025. The RFP was published on eMaryland Marketplace Advantage (eMMA) and in the News Review. The City received three responses that met all submittal requirements, ranging in cost from \$68,898 to \$70,000. A summary of response, with associated scoring, is as follows:

FIRM	FEE PROPOSAL	SCORE
Johnson, Mirmiran & Thompson, Inc. (JMT)	\$68,898.18	89.6
Marstel Day	\$69,922.60	90.3
Richard Grubb & Associates	\$70,000.00	79.6

The staff project team: Terri Hruby, Director of Planning and Community Development; Cary Eure, Grants Coordinator; and Megan Searing Young, Museum Director, thoroughly reviewed the three proposals based on the following:

1. Overall experience of firm/team
2. Qualifications of firm/team
3. Project approach and schedule
4. Project cost
5. Providing references of projects similar in scope and services.

Recommendation

While staff believes all three firms are qualified to provide the services requested, staff recommends City Council authorize the City Manager to execute a contract for the Master Preservation Plan with Johnson, Mirmiran & Thompson, Inc. (JMT) at a cost not to exceed \$68,898.18. The approved FY2025 Capital Fund Budget has \$70,000 allocated to this project. JMT's proposal meets all procurement requirements, including paying all employees a livable wage. While JMT scored seven-tenths of a percent (0.7) lower than Marstel Day overall, it scored the highest amongst two of three staff reviewers. Staff believe it represents the best value to the City and best meets the scope of work and expertise requested/needed of the consultant team to meet the expectations of the City. Additionally, JMT's references were outstanding.

Established in 1971, JMT is an employee-owned, multi-disciplined consulting firm located in Hunt Valley, Maryland. The firm has extensive experience in a variety of historic preservation, evaluation, and documentation services, including cemetery preservation.

Attachment



Submitted to: City of Greenbelt, Maryland
RFP No.: 2025-01-R
February 14, 2025

PROPOSAL

Master Preservation Plan for Three Historic Greenbelt Cemeteries



February 14, 2025

Terri Hruby, Director of Planning & Community Development
Department of Planning and Community Development
15 Crescent Road, Suite 200
Greenbelt, Maryland 20770

RE: **Master Preservation Plan for Three Historic Greenbelt Cemeteries**
RFP No. 2025-01-R | JMT No. 25-00162

Dear Ms. Hruby:

Johnson, Mirmiran & Thompson, Inc. (JMT) is pleased to submit our proposal to provide a Master Preservation Plan to the City of Greenbelt (the City). JMT has reviewed and fully understands the detailed scope of work described in the RFP. We have assembled our team to provide the City with sufficient, knowledgeable, and qualified staff to manage these services.

Established in 1971, JMT is an employee-owned, multi-disciplined consulting firm providing cultural resources, environmental, engineering, planning, architectural, GIS, surveying, construction management/inspection and related services. For over 50 years, we have provided our services to various clients and established a reputation as a first-class consulting firm providing user-friendly and innovative services. Currently, JMT is ranked #59 in Engineering News-Record's (ENR) List of Top 500 Design Firms.

JMT's staff brings a wealth of experience in providing a variety of historic preservation, evaluation, and documentation services in the mid-Atlantic region and throughout the United States. This experience has given us a clear understanding of the nature of the work, as well as an understanding of the most effective methods of completing the work on time and within budget. Our cultural resources staff understand the demands of this project and have successfully crafted this proposal to address the requirements. We are prepared for any challenges that may arise – including weather delays, access issues, and travel delays. Our integrated staff brings us the full capabilities of JMT for this project, including cultural resource professionals, architects, and engineers. We fully understand the steps needed to complete this project and believe our experience and expertise make the JMT cultural resources team a valuable partner for the City.

We thank you for the opportunity to provide you with our qualifications, and we look forward to working with the City on this contract. If you have any questions or need further information, please do not hesitate to contact our project manager, Christine Leggio, at 215-496-4737 or cleggio@jmt.com.

Very Truly Yours,
JOHNSON, MIRMIRAN & THOMPSON, INC.

A handwritten signature in dark ink, appearing to read "Russell C. Ruffing". The signature is fluid and cursive, with a prominent "R" and "C".

Russell Ruffing, QP
Vice President

RR/ao

MASTER PRESERVATION PLAN FOR **THREE HISTORIC GREENBELT CEMETERIES**

Cover Letter

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a.
Executive Summary



a. Executive Summary

UNDERSTANDING OF PROJECT SCOPE

The City of Greenbelt is seeking proposals for a consultant to develop a Master Preservation Plan for three historic cemeteries: Hamilton Cemetery, Turner Cemetery, and Walker Cemetery. These cemeteries contain significant historical elements related to Native Americans, European settlers since the 18th century, enslaved individuals, farmers, and Revolutionary War heroes.

The purpose of the Master Preservation Plan is to serve as a comprehensive living document to assist in the preservation and maintenance of the history and cultural resources of each cemetery. The plan will act as a historic document, inventory database, and maintenance guide, promoting preservation and allowing the City to prioritize restoration and maintenance needs. It will ensure that repairs and treatments follow appropriate methods and meet State and County regulations as well as National Park Service guidelines.

The project will begin with a virtual kick-off meeting to review the scope of work, goals, methodology, and schedule. This will be followed by fact-finding meetings with key staff to discuss current practices and future needs. JMT will conduct research and analysis, including drafting a narrative history of each cemetery and conducting evaluations of site conditions.

JMT will also conduct archaeological fieldwork, document markers stored with the Greenbelt Public Works Department, and include their history, maintenance, and preservation in the final plan. The survey team will consist of SOI-qualified professionals who will capture photographs and data for a comprehensive inventory.

The plan will be presented to the community and stakeholders through public meetings, incorporating their input into the final Master Preservation Plan. The plan will include recommendations for the treatment and maintenance of historic resources, rules for special events, security measures, and a funding and revenue plan for each cemetery.

Finally, JMT will conduct work sessions with the City to review progress and incorporate feedback, culminating in an in-person presentation of the Master Preservation Plan to the City Council and interested parties.

KEY PROJECT TEAM MEMBERS

Our key cultural resource staff has experience in all phases of architectural history investigations and cemetery surveys throughout various regions of the country. Our staff is available now for this project and will begin work immediately following Notice to Proceed. We have selected project manager Christine Leggio, who brings 14 years of experience conducting similar planning studies. She is supported by Architectural Historians Carolyn Gimbal, Angela Jimenez, and Samantha Smith as well as Registered Professional Archaeologist, Lauren Gryctko. JMT has a deep bench of over 2,500 multi-disciplined staff who are available to support the requirements of this project as needed.

PROJECT COST AND TIMELINE

JMT's proposed scope of work will come in under the City's budget, with a proposed cost of \$68,898.18.

Assuming a Notice to Proceed date of March 3, 2025, JMT's proposed schedule concludes with delivery of the Final Master Preservation Plan no later than December 31, 2025.

b.
Firm/Team Qualifications



b. Firm/Team Qualifications

JMT's Cultural Resources section is led by Christine Leggio who brings over 14 years of experience to this project and will serve as the project manager and point of contact for all project-related correspondence. **All of JMT's Cultural Resources staff are qualified under the Secretary of the Interior's Professional Qualifications Standards (36 CFR 61).**

Our team will provide the City with experienced discipline leads and support staff to perform all assigned duties. The JMT team provides five SOI Qualified Architectural Historians, three Registered Professional Archaeologists, three SOI Qualified Archaeological Technicians, 4 Certified Arborists with the International Society of Arboriculture (MA-4331-A), and 16 GIS Professionals.

JMT has a full understanding of what is required to successfully complete this project. JMT's cultural resource professionals also have a wealth of expertise in providing designs for the use and interpretation of historic resources and landscapes, including ADA accessibility and development of interpretation materials for diverse and inclusive audiences. JMT completed a project with a similar scope of work for the Sinking Spring Cemetery in Abingdon, Virginia. The work required a detail survey of the cemetery, documentation of its monuments and their conditions, development of a site history including establishment of a chain of title, development of a preservation and maintenance plan, as well as a funding and revenue plan for the ongoing care of the cemetery.

JMT Architectural Historians have a wealth of experience in developing design guidelines to aid local municipalities in the preservation of historic resources. Most recently, JMT architectural historians completed a set of design guidelines for the Town of Douglas, Georgia. Prior to developing the guidelines, their Board of Architectural Review had been using only the Secretary of Interior Standards to issue Certificates of Appropriateness. Using the Standards as a basis, JMT developed guidelines in close coordination with Town staff, the public and board members. JMT has developed similar guidelines for municipalities in Maryland, including Easton, Salisbury, and Cumberland.

Nearly all JMT's projects are for public or governmental agencies (local, municipal, state, county, or federal). JMT has only limited involvement in private development projects, assuring minimal conflicts with public projects. We have assisted our clients with obtaining funding and grants through the state and federal government and have provided local municipalities throughout the country with detailed guidelines for preserving historic resources. Our Cultural Resources team is familiar with federal, state, and local laws and regulations pertaining to historic preservation, planning, and Certified Local Governments, including zoning and ordinances.

Our experience and expertise make the JMT Cultural Resource team a valuable partner for the City of Greenbelt.

Selected project examples include:

SINKING SPRING CEMETERY

Abingdon, VA

JMT recently completed a Preservation Plan for Sinking Spring Cemetery, which is the oldest burial ground in the historically significant Town of Abingdon. The Preservation Plan serves as a living historical document, inventory database, and maintenance guide for Sinking Spring Cemetery.

JMT developed a narrative history of the cemetery through in-depth research using primary and secondary resources found both online and in-person.

JMT's team of qualified architectural historians and archaeologists conducted a survey of the cemetery and its resources, which consisted of GIS mapping, photography, and documentation of design, materials, and condition of all landscaping and above-ground features. The survey team also recorded different types of conditions affecting the grave markers, including biological growth, animal activity, soiling, sanding or sugaring, leaning, and flaking or delamination. Following the survey, JMT developed a comprehensive inventory of the cemetery consisting of names, dates, marker types, materials, and additional site details. The survey incorporated the documentation of a log building known as the "Parson Cummings Cabin," which was constructed for the first Reverend of the Sinking Springs Presbyterian Church and relocated to the cemetery ca. 1971.

Using the narrative history and the results of the survey, JMT developed the Preservation Plan to address both the maintenance and repair needs of the cemetery, which includes the monuments, the Parson Cummings Cabin, and the landscape features, in keeping with the National Park Service's Preservation Brief Number 48, *Preserving Grave Markers in Historic Cemeteries*. This plan emphasizes solutions

Owner

Town of Abingdon

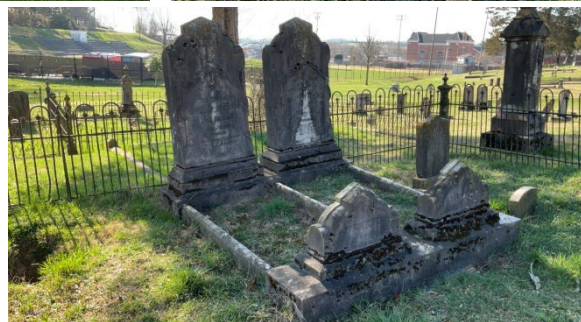
Reference Contact

Mayana Rice, Assistant Town Manager
P.O. Box 789
Abingdon, VA 24212-0789
276.492.2149



that work with the nature and characteristics of the materials, as well as the conditions affecting each monument, including both natural deterioration and human-driven conditions, as identified by the National Park Service. Such solutions include regular inspections, landscaping, cleaning, and stabilization, as well as repair treatments that include repointing, resetting, and protection.

The Sinking Spring Cemetery is a contributing resource within the Virginia Department of Historic Resources (DHR) Abingdon Historic District Extension (1986) and the site or portions thereof have the potential to qualify for listing the National Register of Historic Places. As such, JMT recognized that public engagement of the cemetery is beneficial for its long-term preservation and increased awareness of the value of the historic site. The recommendations for rules and regulations for special events, recommendations for capital improvements, and parameters for historic heritage programming that were developed by JMT for the Preservation Plan highlight the importance of funding and revenue that enable the care and advocacy of the cemetery. JMT also provided a Funding and Revenue plan with tailored recommendations on various funding sources, including grants and fundraising.



NASH ROAD BURIAL DATA RECOVERY

Chesterfield County, VA

JMT is providing professional archaeological services to Chesterfield County for the excavation and relocation of an unanticipated historic cemetery which was discovered during construction of the Nash Road extension project in Chesterfield, VA. The scope of this project includes obtaining burial excavation permits; conducting preliminary ground truthing to identify the number of burials within the cemetery; identifying and collaborating with descendants of the individuals buried at the unanticipated cemetery; conducting media interviews and publicly presenting on the cemetery; conducting background research, including deed research and genealogy searches; the archaeological excavation of the burials within the cemetery; the creation of a reburial plan for the excavated individuals; coordination surrounding the reburial; and the creation of a report which details all research, collaboration, fieldwork, and the reburial of the individuals.

Within a few hours of the unanticipated find, JMT's archaeological team was on site and able to assess the burial for damage and contact all appropriate agencies. JMT's archaeological team coordinated with the Virginia Department of Historic Resources (DHR) to apply for and receive a permit to conduct ground truthing within the cemetery. Ground truthing consisted of one of JMT's Registered Professional Archaeologists (RPA) working directly with a qualified backhoe operator to carefully strip away all topsoil within the cemetery and inspect exposed soils for burial features.

Owner

Chesterfield County, VA

Reference Contact

Bill Arel, PE
9901 Lori Road
Chesterfield, VA 23832 (804) 748-1998
ArelB@chesterfield.gov

Several potential burial features were identified during ground truthing. Because the cemetery was directly within the limits of the disturbance associated with the purposed road, the burials needed to be removed and relocated. JMT worked with DHR to obtain a permit for the removal and relocation of the burials. Obtaining this permit required 1) a work plan for excavation and removal of the burials, 2) that a public post be made about the identification of the cemetery and about the need to relocate the cemetery, 3) that a good faith effort be made to identify and work with descendants of the buried individuals, and 4) that a plan for temporary storage of the remains be created. Once interested descendants were identified, JMT held several in person and virtual meetings with these individuals prior to and after receiving the permit to ensure that their views and wants were addressed throughout the entire process. JMT also held a public hearing prior to receiving the permit, to ensure that the County residents were aware of the project.

Once the permit to remove and relocate the burials was received, JMT provided a skilled team of archaeologists to respectfully excavate all burials. JMT facilitated two site visits for descendants to see the cemetery while excavation was occurring. Additionally, to ensure that all parties had a chance to see the excavation, JMT conducted two video calls with one descendant who lived out of town and was unable to attend the excavation in person. Excavation identified a total of 11 burials, including one brick vault and iron casket.

Throughout the entire process, JMT conducted thorough background research on the cemetery. JMT utilized plats, deeds, death records, wills, and genealogies to attempt to trace the land back to the 1850s – when the cemetery is known to have been in use. A plaque on the iron casket included a name and a birth and death date of the individual in the casket. JMT’s qualified historians used this starting point to create a detailed history of the cemetery and those buried there.



In addition to permitting, background research and fieldwork, JMT held several meetings with the identified consulting descendants to ensure that a satisfactory cemetery was selected for relocation. Once a cemetery was selected by the descendants, JMT discussed logistics with the cemetery representatives and facilitated conversations between the descendants and the cemetery. Items yet to be completed for this project include: 1) The creation of a Data Recovery report; 2) the creation of a comprehensive reburial plan which will include a plan for a funeral, memorials, and burial layouts; 3) reburial of the excavated remains; and 4) continued coordination with the descendants and the public.

MT. HOPE CEMETERY FEATURE LOCATION

Southern Pines, NC

JMT recently mapped the 100-year-old Mt. Hope Cemetery in Southern Pines, North Carolina. The JMT team mapped and provided a geodatabase of over 10,000 features that will be used online to search gravesites. Existing mapping was limited to plots mapped from old paper documents, and existing data was not tied to individual monuments and was not field verified.

To accomplish the survey, JMT first built a data model and then had surveyors capture data in the field. JMT’s Raleigh survey crew took pictures of gravestones while locating them in the field with traditional survey methods. The photo documentation was used to tie the data back to the geodatabase.

The final deliverable included a geodatabase with attached photographs for each documented feature. Photographic documentation included the front and back of each headstone, and attribute data from the headstones was added to each feature within the database. Attribute data included First Name, Maiden Name, Last Name, Death Date, Birth Date, and Military status (y/n).

Once completed, JMT was additionally tasked with surveying all large trees and shrubs in the cemetery. The final geodatabase contains headstones, footstones, photographs of built and landscape features, trees, and shrubs throughout the cemetery.

Owner

Town of Southern Pines, NC

Reference Contact

Amy Kirk
125 SE Broad Street
Southern Pines, NC 28387
910-692-9235
kirk@southernpines.net

PHASE II INVESTIGATIONS AND HISTORIC STRUCTURES ASSESSMENT AT THE IDLEWILD/DOWNMAN PROPERTY

Fredericksburg, VA

The City of Fredericksburg, Virginia, through a Certified Local Government (CLG) grant distributed through the Virginia Department of Historic Resources (DHR), undertook a preservation planning project designed to identify and interpret the unique resources present at the National Register of Historic Places (NRHP)-listed Idlewild/Downman House (111-0151) and its associated Archeological site (44SP381). The project sought to identify and document the resources on the site associated with Virginia's Antebellum, Civil War, and Reconstruction era with a specific emphasis on the African American perspective.

JMT was tasked with and completed a Phase II Archeological evaluation and historic resource assessment of approximately 0.4 acres, focusing on the three structures nearest to the main house. These structures have been identified as the "kitchen" or "quarters," the "dairy shed," and the "smokehouse."

Particular attention was paid to these three outbuildings which were most likely to yield information about African American history. Research questions included how the outbuildings and site were used over time, who their occupants were, and whether they were enslaved individuals prior to the Civil War or freed persons after the war. Background research indicated that the homeowner in the early to mid-1800s owned multiple enslaved peoples; detailed research revealed the names of at least 17 individuals who were enslaved on the property as well as details on their lives on this property.

JMT's investigation sought to identify and document the resources on the site associated with Virginia's Antebellum, Civil War, and Reconstruction era with a specific emphasis on the African American perspective. Shovel test pits and test units were utilized to identify artifacts and features. A total of five test units were excavated during Phase II work, and two features were excavated. Artifacts identified and collected from the test units represented the following groups: architectural, agricultural, historic miscellaneous, activities, kitchen, personal, clothing, and lithic. Collected artifacts include fragments of bottle glass, oil lamp fragments, solarized bottle glass, salt glazed stoneware, pearlware, whiteware, ironstone, porcelain, hard-paste porcelain, yellow ware, redware, bisque porcelain, mortar, coal cinder, flat window glass, square-cut nails, slate roofing material, iron nails, iron screws, machine cut nails, barbed wire, wire nails, half of a horseshoe, shotgun shells, glass buttons, shoe leather, cast brass buckle, cast brass eyelet, a Prosser molded button, coins, oyster shell, heat altered rock, and non-diagnostic quartz debitage.

Owner

City of Fredericksburg, VA

Reference Contact

Kate Schwartz
715 Princess Anne Street
Fredericksburg, VA 22401 540-372-1179
ksschwartz@fredericksburgva.gov



C. Proposed Project Team



c. Proposed Project Team

JMT has a reputation for providing quality cultural and historic resources, NEPA, permitting, environmental engineering, design, and planning services to local, state, and federal clients in various regions across the United States. Our corporate commitment to excellence is founded upon its dedicated staff of cultural and historic resource specialists, engineers, environmental scientists, planners, landscape architects, surveyors, and computer technicians. We offer the staff capabilities and resources of a "national" firm while maintaining the personal touch and service of a "local" firm. JMT's cultural resources group consists of trained professionals working in all aspects of cultural resources, including architectural history, history, archaeology, and historic architecture. Our professional staff is supported by archaeological technicians, GIS practitioners, and graphics specialists who are utilized on an as-needed basis. Our key cultural resource staff has experience in all phases of cultural resource investigations throughout various regions of the country. **Our staff is available now for this project and will begin work immediately following Notice to Proceed.**

2,500

JMT employee-owners

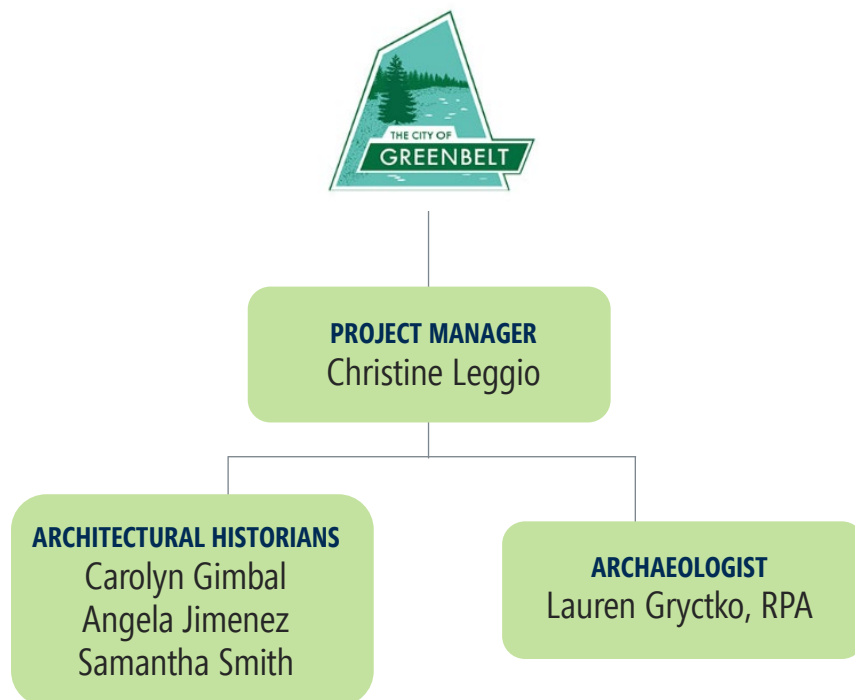
30

full-time Cultural Resources staff

100%

of staff meet Secretary of the Interior's Qualifications for Historical Architecture under 36 CFR 61

PROJECT STAFFING PLAN



Over 2,500 multi-disciplined staff available to support as needed.



PROJECT MANAGER
Christine Leggio

EDUCATION

MS / Historic Preservation
BFA / Painting and Drawing

REGISTRATION

Qualified under
36 CFR 61

Valid Driver's License

YEARS OF EXPERIENCE

12

Ms. Leggio exceeds the qualifications for Architectural Historian under the standards set forth by the Secretary of the Interior. She has a wide range of professional and academic experience relating to architectural history, architectural conservation, and documentation of historic structures. She also has experience in completing a variety of Environmental Review documents, including Historic Resource Surveys/Determination of Eligibility Reports, Determination of Effect Reports, and National Register Nominations. Ms. Leggio has conducted numerous architectural studies, ranging from Reconnaissance-level surveys through large-scale assessment studies throughout the United States. She has studied and documented a wide variety of resources, including farmsteads, ranches, urban historic districts, historic landscapes, and residential properties. These surveys range from projects of one or two historic properties to large multi-property surveys.

Sinking Springs Cemetery Preservation Plan, Town of Abingdon, VA. *Senior Architectural Historian/Project Manager.* JMT was contracted to complete a preservation plan for the historic Sinking Springs Cemetery. The document will serve as a living document for future and current maintenance needs, establish a maintenance plan for future repairs and maintenance, and promote the preservation and maintenance of the cemetery, an important part of Abingdon's history. Ms. Leggio served as project manager and oversaw the team surveying and documenting the locational, biographical, and physical condition information for the more than 2,000 graves within the cemetery. Ms. Leggio was the primary author of the historical narrative of the site as well as the preservation and maintenance plan and funding and revenue plan.

Nice Bridge Replacement, Charles County, MD. *Maryland Transportation Authority (MDTA).* Senior Architectural Historian. JMT was the GEC for the Nice Bridge replacement project, along US 301 over the Potomac River, between Maryland and Virginia. The project involves a significant amount of cultural resources work including

the completion of two HAER recordations – one for the bridge and one for the Administration Building. Constructed in 1940, the Administration Building was a key component to the functioning, security, and maintenance of the bridge facility. Ms. Leggio is the primary author of the HAER recordation.

Historic Resources Management Plan, Rockville, MD. *City of Rockville.* Architectural Historian. JMT worked with the City of Rockville to update their existing Historic Resource Management Plan. The work entailed numerous stages, including survey and documentation, public involvement, analysis of the City's existing zoning and preservation ordinance, and the completion of an Action Plan. Ms. Leggio assisted in the historic resource survey of the city of Rockville by identifying and documenting historic architectural resources. Ms. Leggio identified and recorded data for historic resources throughout the survey area including architectural style, materials, historic integrity, and recommendations for eligibility for the National Register of Historic Places.



SR. ARCHITECTURAL
HISTORIAN
Carolyn Gimbal

EDUCATION

MA / Historic Preservation
Graduate Certificate / GIS for
Archaeology
BA / Anthropology

REGISTRATION

Qualified under
36 CFR 61

Valid Driver's License

YEARS OF EXPERIENCE

7

Ms. Gimbal has seven years of experience and meets the qualifications for architectural historian under the standards set forth by the Secretary of the Interior. She has a wide range of professional experience relating to architectural history, architectural conservation, and documentation of historic structures. Ms. Gimbal has worked in multiple states throughout the country, completing a wide array of historic resource surveys. She has documented resources including African American properties, mid-century residential properties, and historic districts.

Historic Resource Survey, Florida Department of Historic Resources (FDHR), Jackson County, FL. *Architectural Historian.* Ms. Gimbal was an architectural historian for this project. The Florida Division of Historical Resources contracted JMT to conduct a county-wide historic resource survey in Jackson County. The project included the preparation of an in-depth research design and historic context, significant public outreach, and the survey and documentation of approximately 8,000 historic resources. The purpose of this survey was to document all buildings 50 years or older within the boundaries of Jackson County. The survey identified historic resources constructed in and prior to the survey cut-off date of 1971 and make recommendations regarding their historic significance and eligibility for listing in the NRHP.

Craven County Industrial Park, Craven County, NC. *Architectural Historian.* Project to provide professional architectural/engineering/planning/renovation phase services for master planning, infrastructure design and construction management for 48 acres in the Craven County Industrial Park. The first phase will include an environmental assessment and development and refinement of conceptual layouts for streets and utilities. The second phase will include boundary surveys, subdivision mapping, geotechnical, roadway and supporting utility infrastructure design to include plans and specifications, preparation of bid documents, assistance with bid solicitations and evaluation, and construction oversight.

Lennar-Everlee Cultural Resources, Wake County, NC. *Architectural Historian.* JMT was tasked with assessing the condition and National Register of Historic Places eligibility of

five historic properties near a proposed residential development expansion on Watkins Town Road in Wake Crossroads. All buildings near the proposed construction were photographed during a pedestrian survey in February 2022. Comparable properties within Wake County were found and genealogical and deed research conducted. A report detailing the history and potential eligibility of each property will be written.

Pennsylvania State Historic Preservation Office Statewide Survey, PA. *Architectural Historian/Deputy Project Manager.* JMT is working with the PA SHPO to complete a statewide survey of over 20,000 historic resources located throughout the Commonwealth. The survey has a focus on diversity, equity, inclusion, and accessible (DEIA) resources. JMT's role is to manage the survey efforts of multiple consultant teams over a three-year period. JMT has developed the survey methodology and plan, scopes of work, and conducted extensive background research to aid consultant teams in the project. Ms. Gimbal was responsible for the day-to-day management of the consultants who are completing the survey work. She handles regular calls, provides technical assistance, and creates reports and updates for the PA SHPO Staff. She is also responsible for public involvement and outreach.



SR. ARCHITECTURAL
HISTORIAN
Angela Jimenez

EDUCATION

MA / Historical and Sustainable
Architecture
BA / History

REGISTRATION

Qualified under
36 CFR 61

Valid Driver's License

YEARS OF EXPERIENCE

7

Ms. Jimenez is an Architectural Historian qualified under the standards set forth by the Secretary of the Interior. She has seven years of experience working with historic resources within the U.S. and internationally. Her education and professional career have led her to cultivate skills in historic architecture research, documentation, and conservation. Her work throughout various states includes county-wide surveys as well as reconnaissance and intensive level surveys. Ms. Jimenez has documented a variety of resource types such as single buildings, residential properties, agricultural properties, commercial businesses, and bridges. Ms. Jimenez brings experience with public history and her local Historic Landmarks Commission. Her current responsibilities include in-depth historical research, eligibility determinations, and report writing.

Historic Resources Survey, Taylor County, FL. Senior Architectural Historian. Ms. Jimenez was instrumental in completing a county-wide historic context to identify historic resources constructed in and prior to the survey cut-off date of 1974 and make recommendations to their historic significance and eligibility for listing in the NRHP. The project provides a planning tool for historic structures for local governments and state agencies, allowing them to be more proactive regarding historic properties and hazard mitigation. All work will be in full compliance with Chapter 1A-46, Florida Administrative Code (Historical Report Standards and Guidelines).

NR DOE Torrey Brown Rail Trail, Ashland, MD. Senior Architectural Historian. JMT was tasked with completing a Determination of Eligibility for five bridges that were constructed as part of the North Central Railroad in Maryland. For this DOE, Ms. Jimenez developed a historic context of the historic North Central Railway line and the subsequent rail trail that was created along the route, now called the Torrey C. Brown Trail. By consulting Maryland Historical Trusts' Cultural Resource Information System, she assessed the historic integrity of the railway, the surrounding location, and any nearby historic resources that have been previously surveyed. Ms. Jimenez will complete a Maryland Inventory of Historic Properties from using this information and provide a determination of eligibility for the bridges.

SR-33 West Broadway Avenue, Maryville, TN. Senior Architectural Historian. The Tennessee Department of Transportation proposed improvements to State Route 33 in Blount County. JMT is responsible for conducting a reconnaissance level survey for historic-age properties within the project area. Ms. Jimenez identified these potential historic resources using historic maps, historic aerial images, and Blount County appraiser data to determine dates of construction for buildings that are 50 years or older.

SR-527 Orange Avenue, Orlando, FL. Senior Architectural Historian. The Florida Department of Transportation proposed improvements to State Route 527 in Orlando, Orange County, Florida. JMT was tasked with surveying historic-age resources that would be affected by this project and submitting a Cultural Resources Assessment Survey Report to determine their eligibility for listing in the National Register of Historic Places. Ms. Jimenez authored the historical context for this report by conducting research over the history and development of the project area and Orange County using secondary resources, archival newspapers, historic maps, and historic aerials. This historic context helped determine the potential significance of the historic-age buildings that would qualify them for eligibility.



ARCHITECTURAL HISTORIAN
Samantha Smith

EDUCATION

MA / Historic Preservation
BA / History

REGISTRATION

Qualified under
36 CFR 61

Valid Driver's License

YEARS OF EXPERIENCE

5

Ms. Smith has five years of experience working with historic buildings and has a wide range of professional and academic experience relating to architectural history and the documentation of historic structures. She meets the qualifications of Architectural Historian under the standards set forth by the Secretary of the Interior. Ms. Smith has experience in conducting historic resource surveys, documenting historic resources to state and federal standards, and assessing historic resources for eligibility for the National Register of Historic Places. Ms. Smith is skilled in historic and archival research and has assisted with and led fieldwork efforts for multiple historic resource surveys throughout the eastern and southern United States.

Sinking Springs Cemetery Preservation Plan, Town of Abingdon, VA. *Architectural Historian.* JMT was contracted to complete a preservation plan for the historic Sinking Springs Cemetery. The document will serve as a living document for future and current maintenance needs, establish a maintenance plan for future repairs and maintenance, and promote the preservation and maintenance of the cemetery, an important part of Abingdon's history. Ms. Smith was part of the team surveying and documenting the locational, biographical, and physical condition information for the more than 2,000 graves within the cemetery. With this collected data, she assisted in developing the historical narrative of the site as well as the maintenance plan.

Douglas Historic Preservation Design Guidelines, Coffee County, GA. *Architectural Historian.* For this project, JMT produced a historic district residential and commercial design guidelines manual that included the identification and categorization of historic property types and their features, guidelines for alterations and new construction, review and certificate of appropriateness procedures, and other applicable guidance material for use by the public and the local historic preservation commission in implementing the City of Douglas historic preservation ordinance. Ms. Smith was responsible for all project elements including the survey, development of the guidelines, and illustrations.

Historic Resources Survey, City of Newberry, FL. *Architectural Historian.* JMT conducted a historic structure survey to update approximately 83 FMSF forms located within 400 acres of the nationally listed Historic District and recover data from or about 40 identified structures outside of the Historic District; this included preparation and submittal of FMSF forms to the Department for eligible buildings, sites, or objects. FMSF forms were completed on all newly recorded historic properties and updated for all previously recorded sites. A Survey Log Sheet and Final Survey Report meeting the requirements of Chapter 1A-46.001 FAC were produced. Ms. Smith's responsibilities included initial survey work and the completion of new and updated FMSF forms.

Building Preservation Plan for the Lewis F. Powell Courthouse, Richmond, VA. *Architectural Historian.* JMT was contracted to complete the Building Preservation Plan for the Lewis F. Powell Courthouse and Annex in Richmond, VA. The project entailed the detailed physical assessment of the condition of the buildings along with a detailed historical narrative of the building including both the changes to the physical characteristics and an assessment of its significance. Ms. Smith assisted with writing and editing of the preservation plans for both the courthouse and annex. The BPPs focused on the changes to the buildings since the 1950s, as well as updates to the context and historical narrative based on post-1950s court cases, several of which were landmark civil rights cases for Virginia and the country.



ARCHAEOLOGIST
Lauren Grytko, RPA

EDUCATION

MA / Historical Archaeology
BS / Anthropology

REGISTRATION

Registered Professional
Archaeologist #5216

Qualified under 48 FR 44716, 943
CFR 7.8/7.9, and
36 CFR 61

Valid Driver's License

YEARS OF EXPERIENCE

13

Ms. Grytko has 13 years of professional archaeological experience. She has experience managing archaeological projects within Virginia and has managed Phase IA, Phase I, Phase II, and Phase III archaeological surveys. Ms. Grytko currently manages three On-Call Archaeology contracts, two in Virginia and one in Maryland. Through these contracts, she is experienced at assisting local governments in assessing potential for cultural resources ahead of development projects, reviewing archaeological survey reports, as well as assisting in scope of work design for required surveys. She is experienced in monitoring construction disturbance and conducting cemetery delineation and has worked within several battlefields where systematic metal detection was implemented.

Nash Road Burial Data Recovery, Chesterfield County, VA Senior Archaeologist/Principal Investigator. Chesterfield County is extending Nash Road from its current end point at the intersection of Nash and Beach Roads to Route 10. During limited grading in preparation for construction, an inadvertent discovery of a brick and concrete vault structure surrounding an iron casket was made. Because construction plans had been approved and construction had already commenced, the inadvertently discovered cemetery could not be avoided by the planned road. Ms. Grytko coordinated with the County, VDHR and identified consulting descendants to obtain all needed permits to identify, excavate, and relocate all burials within the previously unknown cemetery. A total of 11 burials, including the iron coffin, were identified. Ms. Grytko has overseen all aspects of coordination and excavation and is currently overseeing the funeral arrangements for a reburial of all removed burials. She also led public presentations and, as appropriate, interviews with the media.

MDTA, Nice Bridge / 44KG0171 Phase III, King George, VA. *Principal Investigator.* JMT is the GEC for the Nice Bridge Replacement Project, along S.R. 301 over the Potomac River, between Maryland and Virginia. As part of the cultural resource efforts, JMT completed Phase III Data Recovery testing at the Barnesfield Plantation Site. The Phase III fieldwork yielded over 39,000 artifacts which were processed and identified, along with five activity loci. Ms. Grytko managed the production of the Phase III Archaeological Report on behalf of MDTA. In June 2023, the Virginia Department of Historic Resources accepted the final report.

Henricus Park Access Phase 2b, Chesterfield County, VA. *Principal Investigator.* On behalf of the County, JMT's cultural resources team conducted Phase I archaeology within the project footprint along three alternatives. A total of six sites were identified, one of which was determined potentially eligible for inclusion in the National Register of Historic Places. JMT designed and conducted a Phase II survey on this site. Due to lack of features and diagnostic artifacts recovered during Phase II, JMT recommended that no further work was needed on that site. The Virginia Department of Historic Resources (DHR) concurred.

On-Call Archaeologist, City of Fredericksburg, VA. *Principal Investigator.* Ms. Grytko acts as the on-call archaeological consultant for the City of Fredericksburg, VA. Ms. Grytko recommends on the necessity for archaeological work in advance of proposed development within the city and conducts/manages archaeological work in advance of construction for the city.

City of Frederick, Archaeologist Consultant Services, Frederick, MD. *Principal Investigator.* Ms. Grytko acts as the on-call archaeological consultant for the City of Frederick, MD. Ms. Grytko reviews archaeological reports submitted to the city, and makes recommendations on the necessity for archaeological work in advance of proposed development within the city.

Archaeological Investigations in Support of the Demolition of Non-Historic Structures, New River Gorge, WV. *Principal Investigator.* JMT provided archaeological services to New River Gorge National Park, identifying, and documenting a total of nine sites, two of which were recommended potentially eligible for inclusion in the NRHP. Ms. Grytko managed fieldwork and report writing.

Annual Archaeological Services, James City County, VA. *Principal Investigator.* Ms. Grytko manages the archaeological consulting contract for James City County, VA. Through this contract, Ms. Grytko will review archaeological reports submitted to the County and neighboring counties and make recommendations on the necessity for archaeological work in advance of development within the County.

SCHEDULE OF HOURLY RATES

A schedule of hourly rates for our team, which will remain intact for the duration of the project, is included in *e. Project Fee Proposal*. We have reproduced it here for reference.

Position	Hourly Rate
GIS Manager	\$154.00
Project Manager	\$145.60
Architectural Historian	\$84.00
Senior Architectural Historian	\$92.40
Registered Professional Archaeologist	\$142.80
Archaeological Technician	\$72.80

d. Project Approach



d. Project Approach

PROJECT UNDERSTANDING

The City of Greenbelt is seeking proposals for a consultant to develop a Master Preservation Plan for Greenbelt's three historic cemeteries: Hamilton Cemetery, Turner Cemetery, and Walker Cemetery. The cemeteries contain history pertaining to Native Americans, European settlement since the 18th century, the enslaved, farmers, Revolutionary War Heroes, and various other tenets.

The purpose of the Master Preservation Plan is to serve as an all-encompassing "living document," which will assist in the preservation and maintenance of the history and cultural resources of each cemetery. The plan will serve as a historic document, inventory database, and maintenance guide for the three cemeteries. The implementation of the preservation plan will promote their preservation and allow the City to prioritize present and future restoration and maintenance needs, ensuring that any repairs and treatments undertaken will follow appropriate methods of repair. The preservation plan will meet applicable State and County Regulations.

APPROACH

Kick-off

The project will begin with a virtual kick-off meeting with appropriate JMT and City of Greenbelt staff. The kick-off meeting will serve as an opportunity to review the project's scope of work, goals, methodology, and schedule, as well as discuss any special considerations or concerns held by the City, such as milestone dates and products to be presented at the City Staff and City Council meetings. Additionally, any pertinent information regarding the history of the cemeteries and project, including but not limited to previous inventories, surveys, or histories, will be shared with JMT.

Fact Finding Meetings

Following the kick-off meeting, JMT will meet with key staff from the City of Greenbelt to discuss current practices and future needs and wants. These meetings will provide JMT with necessary information regarding present maintenance procedures, existing funding strategies, occurrence of special events, existing rules and regulations, security methods, and other details pertinent to the operation of the cemeteries. The information will be used as a basis for the development of the Master Preservation Plan. JMT will provide minutes for each meeting and synthesize findings for discussion with the City.

Research and Analysis

Using information provided by the City and identified through independent research, JMT will draft a narrative history of each cemetery. Research will be conducted online and in person as needed in conjunction with other on-site work. Potential research sources include the Greenbelt Museum, the Maryland Historical Trust, the Maryland Center for History and Culture, the Maryland State Archives, Prince George's County Historical Society, and the Prince George's County Planning Department's cemetery survey. In addition to developing a historical narrative, JMT will use this research to assess preliminary locations and boundaries of each cemetery that will be confirmed during fieldwork.

JMT's cultural resource professionals will conduct an archeological, architectural, structural, site, and landscape evaluation of each cemetery. JMT will tour the cemeteries and make note of site conditions, focusing on information gathered during the fact-finding meeting to determine needs for wayfinding, accessibility, fencing, lighting, parking, drainage, etc. The survey team will consist of four members working in tandem, each of whom meets the Secretary of the Interior's Professional Qualifications as an architectural historian or archaeologist. The survey team will capture the best possible photographs of each grave marker and all other resources within the cemetery, understanding that some resources may be covered over or obscured by dense overgrowth or other visual obstructions.

Surveyors will also utilize the ESRI Cemetery Management Solution, a GIS based system that will be custom developed to collect the data required for the survey. The application runs on tablets and efficiently allows surveyors to collect and save data to the cloud in real time, removing the need for transcribing paper forms written in the field. Each resource will be photographed directly from the application. Photographs and collected data are tied to a locational datum point, resulting in a database that can be queried geographically. At minimum, surveyors will record a datum point at the location of each marker, photographs of each side, the marker type and material, the

name of the deceased, birth date, death date, inscriptions, type of monument, descriptions and photographs of associated plaques, and the condition of each marker.

Archaeological fieldwork will be limited to pedestrian survey and will include the systematic visual survey of each cemetery for aboveground archaeological features such as unmarked depressions which could indicate burials. The pedestrian survey will be used in tandem with the architectural survey to establish cemetery boundaries and a realistic count of the number of burials within each cemetery. Following the pedestrian survey, JMT will include recommendations for additional archaeological work, as needed, to be included in the Master Preservation Plan. This scope of work does not include archaeological excavation of any kind, as it is inadvisable to excavate within cemeteries unless there is an immediate need to preserve endangered human remains.

Surveyors will also document the markers that are stored with the Greenbelt Public Works Department and assess their history and origins through research and fieldwork to provide the best possible recommendations for relocation. JMT will include the history, maintenance, and preservation of these markers into the final Master Preservation Plan.

A final comprehensive inventory for each cemetery will be included in a tabular form in the final Master Preservation Plan.

Presentation to the Community

In coordination with the City of Greenbelt, JMT will develop a list of interested parties and stakeholders and conduct in-person and virtual public meetings to present a summary of the historical narratives, comprehensive cemetery inventory, and proposed preservation, maintenance, and heritage programming recommendations. JMT will utilize creative strategies that include in-person and digital tools which have been successfully deployed by our JMT Strategic Engagement Group to maximize public involvement, such as advertisements in local newspapers, distribution of information flyers, and the use of relevant social media sites. JMT will consider and incorporate stakeholder and community input when drafting the Master Preservation Plan.

Master Preservation Plan

Following the completion of fieldwork and public meetings, JMT will integrate the historical narrative with the data collected during fieldwork and appropriate feedback received during community engagement to develop a Master Preservation Plan for the preservation, maintenance, and use of the three cemeteries. Recommendations for the treatment and maintenance of historic resources, including grave markers and landscape elements, within each cemetery will be made in keeping with the National Park Service's Preservation Brief Number 48, *Preserving Grave Markers in Historic Cemeteries*. JMT will make recommendations to include potential remedial treatments for a range of conditions noted over the course of the survey and for appropriate ongoing maintenance.

The Plan will also address appropriate rules and regulations for special events, methods to address security and vandalism, and provide recommendations for capital improvements based on the survey and inventory and site conditions. A funding and revenue plan for the continued preservation of the cemetery will be developed in consultation with the City of Greenbelt and will include recommendations on potential avenues for grant funding, fundraising strategies, and various parameters for historic heritage programming. JMT will include evaluation methods to measure the success of the Master Plan.

JMT will conduct a work session mid-way during the development of the draft Master Preservation Plan with the City to review progress and receive additional input. JMT will incorporate the City's input into the draft and conduct a second work session prior to finalization, allowing the City to review the material that will be presented to the City Council.

Following the two work sessions with the City, JMT will conduct an in-person presentation of the Master Preservation Plan to the City Council and additional interested parties for review and input. To finalize the Master Preservation Plan, JMT will update the probable construction costs and incorporate additional comments from the City of Greenbelt, City Council, and the interested public. At 95% completion, JMT will conduct a final meeting with the City of Greenbelt for review prior to submission.

Deliverables

JMT will submit the following deliverables:

- A PDF file and five printed and bound copies of the final Master Preservation Plan which will include:
 - A full historical narrative of each cemetery.
 - The results of archeological, architectural, structural, material, site, and landscape evaluations that document the materials, design, and conditions of the resources within each cemetery, including grave markers, crypts, monuments,

trees, fencing, etc. The results of these evaluations will also be compiled into a comprehensive inventory of each cemetery.

- A treatment and property use plan to provide recommendations for the preservation and interpretation of resources within the cemeteries. Such recommendations will address the incorporation of diverse and inclusive narratives, as well as repair and treatment methods for cemetery resources, accessibility, wayfinding, landscaping, drainage, parking, lighting, and any additional details necessary for the preservation and maintenance of each cemetery. This treatment and property use plan will also provide prioritization and cost estimates for the recommended work.
- A maintenance plan that will include a comprehensive list and schedule of tasks, training, and budgets for the regular and annual maintenance and upkeep of each cemetery.
- A Heritage Tourism assessment that will highlight the cemeteries as fundamental pieces of Greenbelt's History. The Plan will recommend ways to incorporate the cemeteries into existing programming for historic Greenbelt, the Greenbelt Museum, the Greenbelt Cinema, and related Anacostia Trails Heritage Areas (ATHA).
- A relevant Funding and Revenue Plan that will focus on financial strategies for the successful implementation of the preservation, maintenance, and heritage programming for the cemeteries, including grants and fundraising.
- Evaluation methods to measure the success of the plan.
- A PDF file and five printed and bound copies of an Illustrative Master Plan of the Properties.
- A PDF file and five printed and bound copies of perspective sketches and maps of appropriate key areas (including a geodatabase file).
- A PDF file and five printed and bound copies of the Final Phasing Plan
- A PDF file and five printed and bound copies of the Implementation Plan with associated costs
- An in-person presentation for City Council

Identification and Management of Risks Influencing on Time/On Budget Completion

As a 100% employee-owned company, each of our employees has a vested interest in our success and is committed to providing clients with professional services of exceptional quality. This has resulted in continued success throughout our history and demonstrates that we meet our commitments not only in terms of budgets and schedules, but also in quality, innovation, and in providing experienced staff that take pride in what they do. We have also earned a reputation as a first-class consulting firm providing innovative, user-friendly, and cost-effective solutions to assist our clients in meeting their project requirements and budget constraints.

JMT understands that risk and risk mitigation are an important part of the consultant's job when performing planning and survey work. We will take a comprehensive approach to understanding the potential risks and delays that could arise on this project and use constant feedback and monitoring strategies to avoid risks entirely or mitigate them. Potential risks and delay points could occur in the following areas, and our approach for handling each one is outlined below:

- Risk due to unforeseen site constraints. This will be mitigated through a detailed evaluation of site constraints via ground survey to ensure that no surprises or unintended consequences arise from our site documentation and recommendations as a result of the project. These items will be incorporated into our Site Analysis so that they can be addressed with regard to the final master plan.
- Risk of schedule delays from inclement weather. JMT has the ultimate responsibility for the completion of survey work and will work with the City and other stakeholders to schedule fieldwork at a time that is convenient to all stakeholders and with favorable conditions for executing the survey. JMT's surveyors are used to working in a variety of conditions and will schedule time on site in a manner that has flexibility to allow our surveyors to conduct fieldwork in favorable conditions and indoor research and stakeholder interviews at times when weather conditions are less than ideal.
- Risk of a lack of site visibility. JMT's cultural resource survey teams will employ archival research, including a review of historic maps, plats, and aerial photographs to determine preliminary site boundaries prior to fieldwork. JMT's archaeological technicians are experienced in cemetery identification and are trained to recognize potential unmarked burials and in site delineation.

JMT's Cultural Resource team is keenly aware of how individual elements need to come together to successfully complete a project. Pulling from previous experience, we fully understand the steps needed to conduct a large-scale cultural resources survey as well as potential risks to the budget and timeline. This experience and expertise make the JMT Cultural Resource team a valuable partner for the City of Greenbelt.

Project Management Processes

JMT uses a suite of integrated "Office 365" management tools that provide seamless and effective communication and control over every project to facilitate the organization and sharing of project information.

SharePoint® - We will create a unique project site that allows us to:

- Assign access to specific team members
- Provide direct access to the City and any stakeholders that are desired
- Manage all technical documents and maintain active document control over revisions, City comments, and draft and final products
- Centralize all related public involvement materials, agency coordination materials, technical studies, reference documents, project meeting minutes, and monthly and annual progress reports

With SharePoint®, the project team including City staff will be able to:

- Effectively review current project status and history, financial data, schedule, and QA/QC records
- Identify decisions made and why they were made, outstanding issues to be addressed, whose "court" the next action resides in, and what stakeholders may be affected
- Have live access to the latest project schedule identifying activities completed and forthcoming
- Build links to appropriate standards, codes, and reference materials into project templates

SharePoint® will allow the City, JMT staff, and other team members to collaborate effectively during all phases of project development and delivery. Access to the site is provided on a selective and secure basis. This project management tool will facilitate communication, collaboration, timely exchange of information and enhance the ease and speed of completion of the project.

Communication

Communication between the City and JMT is vital for ensuring we receive direction on project activities, timely feedback on our performance so that we can adjust our task procedures, and share lessons learned and information on performance and project schedules. JMT uses the following easy-to-use, commonplace software packages in order to meet virtually and share large deliverables:

- **Microsoft Teams® (Teams):** We use Teams to schedule and conduct meetings, share notes and documents, and to conduct live presentations and share our screens, making it easier to have technical interchanges with clients and regulatory personnel.
- **Microsoft Teams® Live Events (Teams Live Events):** We use Teams Live Events to conduct training, information sessions, and virtual public meetings for our clients. Our license allows up to 1,000 participants, with options to add up to 10,000 participants as needed. The system provides a reliable link to Live Events (public meetings) to seamlessly join from anywhere in the world; provides closed captioning in compliance with American with Disabilities Act (ADA) requirements; and provides live-streaming meeting moderation and Q&A capabilities to enhance attendee experience.
- **OneDrive:** We use OneDrive as needed to quickly share large files based on our clients' preferences to facilitate the easy transfer of documents for review and approval. We have found this to be a safe and secure file transfer method. We can also make use of more traditional transfer methods, such as FTP sites, drop boxes, email transmissions, etc.

We can log into all our Microsoft accounts from any location to manage this project effectively. We are also available via email and text and understand when to pick up the phone and make a call when electronic message threads become cumbersome and ineffective. We can also accommodate in-person office and field meetings during the pandemic when necessary and appropriate with the proper precautions as outlined in our corporate Health and Safety Manual.

Project Budget Control & Monitoring

JMT has a successful history of completing projects within budget. JMT uses the Microsoft Dynamics 365 for Finance & Operations Accounting System to accurately capture and report project labor and expenses. JMT captures costs at the contract, program, project, task, and individual levels. We also use PowerBI to review project performance through a suite of project reports to identify trends in cost and performance and make adjustments to ensure successful project delivery within established budgets.

Individuals assigned to projects account for their labor daily by entering their time by task number into an electronic time sheet. All cost elements (direct labor, travel, subcontractor costs and other direct costs) are regularly reviewed and thresholds are established on project budgets to alert project and task managers to monitor project costs more proactively and to assess the project and tasks earned value. By using PowerBI dashboards, we can see up to the minute financial data, including work-in-progress on current time sheets, which enables a high level of financial scrutiny and oversight.

JMT's Project Manager, Christine Leggio, will oversee the invoicing process and verify that the invoices are submitted according to the City's requirements. On a monthly basis, JMT will prepare and submit an electronic invoice and progress report for the previous month's services. The information on the invoice will give the City a clear, concise financial status of the contract and all project tasks, including our subconsultant partners' work. Reports will outline the labor, materials, and percentage of work performed for each task in the project schedule.

Quality Assurance/Quality Control (QA/QC)



JMT has adopted a QA/QC program for all our projects that is aligned with our ISO 9001:2015 certified Quality Management System (QMS). JMT's efforts to organize and develop goals, objectives, and activities for assignments fall in lock-step with our company-wide QMS to ensure our clients are provided with high quality products and services delivered on time and within budget. We accomplish this by:

- Understanding and documenting clear goals and requirements, specifically those of the City but also including those of the public and regulatory agencies where applicable.
- Assembling the most qualified team of professionals for the respective assignment and holding primary accountability for quality to the individuals performing the work, starting with the PM and the Technical Team Leaders.
- Developing, executing, and monitoring a Project Management Plan (PMP) to assure effective project planning and consideration of scope, budget, cost, and risks. JMT's corporate Director of Quality Management will assist with the preparation of the PMP and will conduct periodic assurance audits.

Independent Quality Control Reviews

All deliverables will be checked by independent professionals not associated with the deliverables. For each deliverable and at each review step, comments will be recorded within the document, tracked, and returned to the author for revision. Each comment must be incorporated and/or addressed or documented with an explanation as to why the comment is not valid. In this way, the next reviewer can track and determine the status of previous review comments. These quality control checks address inter- and intra-disciplinary requirements ensuring coordination with the deliverables.

We will perform quality control reviews including:

- Peer Review – An independent, holistic review of the entire deliverable
- Technical Review – A technical review against project checklists and technical standards
- Coordination Review – A cross-discipline review to eliminate conflicts and ensure consistency
- Consistency Review – A high-level review to verify that deliverables are consistent

Project Safety

JMT prides itself on working safely and protecting our employees. As a 100% employee-owned company, we are a family of co-owners that look after one another. Safety is a primary Core-Value at JMT, and all our work is performed under the oversight and guidance of our Corporate Safety Officer and Safety Manual. We will conduct all our project field work in accordance with the safest methodologies, equipment, and technologies available to ensure our safety and others around us, as well as the safety of the environment.



PROPOSED SCHEDULE

At JMT, all our project efforts are directed toward a high level of schedule control and our project management policies have been devised to support this objective. Our schedules are developed in detail, describing every activity involved in every phase. Moreover, activities are linked so that we are creating a critical path project schedule. This schedule is one of several that our Project Managers and task leaders review for compliance on a weekly basis. Our Project Manager will review the level of completeness of every activity with the individuals performing the work and confirm that the project is on schedule. Our Team is confident that we will be able to meet or exceed the City of Greenbelt's expectations regarding the anticipated timeline for completion of this project.

Task/Milestone	Deliverable	Due Date
Notice to Proceed*		March 3, 2025
Kick-off Meeting with the City	Virtual meeting between JMT and The City of Greenbelt.	TBD
Fact Finding Meeting with Key Staff	Virtual meeting between JMT and Key Staff Meeting minutes provided by JMT no later than 5 business days after meeting.	TBD
Research/Fieldwork	N/A	TBD (April/May) Completed no later than May 9.
Presentation to Community	In-person and virtual	April/May (During week of fieldwork)
Presentation to Community	In-person and virtual	TBD (June)
Presentation to Community	In-person and virtual	TBD (June)
First Work Session with the City	A narrative of the draft Master Preservation Plan and illustrative graphics. Will include the preliminary identification of deficiencies, phases, and probable cost estimates.	July 11
Second Work Session with the City	Refined draft (word document) that incorporates input from the City obtained during the first work session.	August 22, 2025
Draft Master Preservation Plan	Draft Master Preservation Plan (PDF) that includes: • Site History • Treatment and Use Recommendations • Maintenance Plan • Heritage Tourism Assessment • Funding and Revenue plan Evaluation Methods	No later than September 12, 2024
Presentation to City Council	Draft Master Preservation Plan and associated illustrative graphics and materials.	No later than October 27, 2025
95% Completion Review Meeting with the City	95% complete Master Preservation Plan (word document) with input from City Council and interested public incorporated, updated probable construction cost, and final phasing plan.	December 22, 2025
Final Master Preservation Plan	Master Preservation Plan (PDF, GIS Files, and five printed and bound copies of Master Plan).	No later than Dec. 31, 2025

*Should NTP be received later than the assumed date, JMT will adjust the schedule accordingly.

e. Project Fee Proposal



e. Project Fee Proposal

Table A. Hours required by staff per task

Task	GIS	PM	RPA	AH1	AH2	AT	TOTAL
Kickoff and Fact-Finding Meetings		8		16	16		40
Fieldwork - Survey 3 Cemeteries			40	40	40	40	160
Draft Treatment and Maintenance Plan - 3 Cemeteries			8	60	40	20	128
Draft Master Plans - 3 Cemeteries				40	20	10	70
Final Master Plans - 3 Cemeteries				40	20		60
Presentations		20	8		30		58
Review/Edits		40	30	20	20		110
ESRI App	16						16
Subtotal	16	68	86	216	186	70	626

Table B. Hourly rates and direct labor costs

Position	Hours Required	Hourly Rate	Total Labor Cost
GIS Manager (GIS)	16	\$154.00	\$2,464.00
Project Manager (PM)	68	\$145.60	\$9,900.80
Registered Professional Archaeologist (RPA)	86	\$142.80	\$12,280.80
Architectural Historian (AH1)	216	\$84.00	\$18,144.00
Senior Architectural Historian (AH2)	186	\$92.40	\$17,186.40
Archaeological Technician (AT)	70	\$72.80	\$5,096.00
Total Direct Labor			\$65,413.18

Table C. Indirect Costs

Item	Units	Unit Cost	Total Cost
Hotel	16	\$125.00	\$2,000.00
Travel Per Diem	8	\$48.00	\$384.00
Full Day Per Diem	12	\$58.00	\$696.00
Gas	3	\$35.00	\$105.00
Rental Car	2	\$150.00	\$300.00
Total Indirect Cost			\$3,485.00

Table D. Total Cost

Total Direct Labor Cost (Table B)	\$65,413.18
Total Indirect Cost (Table C)	\$3,485.00
Total Cost	\$68,898.18

f.
Other Conditions



f. Other Conditions

JMT pays its employees a Living Wage as defined by the State of Maryland.



40 Wight Avenue
Hunt Valley, MD 21030
P: (410) 329-3100
www.jmt.com

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Letter to Superintendent House and PGCPs on Temporary Structures at Historic GMS for SLES Students

Suggested Action:

Attachments:

[Superintendent House Thank you and Follow-up, 3-21-25, v2.pdf](#)



GREENBELT CITY COUNCIL

Emmett V. Jordan, *Mayor*
Kristen L.K. Weaver, *Mayor Pro Tem*
Amy Knesel
Danielle McKinney
Jenni Pompei
Silke I. Pope
Rodney M. Roberts

March 21, 2025

Millard House II
Superintendent
Prince George's County Public Schools
14201 School Lane
Upper Marlboro, MD 20772

Dear Superintendent House:

The City Council would like to thank you for attending our work session in late February and discussing with us your thoughts and perspective on Prince George's County Public Schools and the thoughtful discussion that followed. Below are a few issues/concerns that we would like to follow up with you on:

- Schedule a meeting with the City of Greenbelt to discuss a potential partnership and shared use of facilities.
- Provide updates on any supply chain or construction timeline issues that could impact the co-location of students at the new school facility.
- Engage the community through town hall meetings and gather feedback on the plans for the new school facility.

In addition to the concerns raised above, the Council would like to continue to be engaged with you and PGCPs in decisions affecting Greenbelt students in Greenbelt schools.

- As stated during the PGCPs work session, a new, two-story temporary will be built at the Robert Goddard/Dora Kennedy campus - which would make the total capacity of the combined campus more than the enrollment. It is important to note that enrollment at both of these schools is capped by the lottery system and therefore will not increase.

That being said, we would also request that PCGPS build a temporary structure at the historic Greenbelt Middle School to accommodate SLES students without putting them in the older portions of the building.

Thank you again for joining us on February 26 and for your service to Prince George’s County schools and students. We look forward to working with you in the future.

Sincerely,

Emmett V. Jordan
Mayor

Kristen L. K. Weaver
Mayor Pro Tem

Amy Knesel
Council Member

Danielle McKinney
Council Member

Jenni Pompei
Council Member

Silke Pope
Council Member

Rodney Roberts
Council Member

cc: Jonathan Briggs, Board of Education, District 2
Josué Salmerón, City Manager

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Administrator Administrator

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Budget Worksession Process recommendations

Suggested Action:

Per Councilmember McKinney's request, this item is presented for Council discussion regarding the structure and format of the upcoming FY 2026 budget work sessions. The discussion will focus on developing guidance to enhance the efficiency and clarity of Council's budget review process and improve opportunities for public engagement.

Attachments:

[FY 2026 Budget Worksession Process Recommendations.pdf](#)

TO: City Council
FROM: Councilmember Danielle McKinney
DATE: March 21, 2025
SUBJECT: Budget Worksession Process recommendations

On March 24, 2025, City Council will receive a presentation on the FY 2026 Budget and begin the budget review process. Throughout the Spring 2025, City Council will conduct a series of work sessions where each city department will discuss the details of FY 2026 budget as presented by the City Manager. In order to review and discuss the budget in an efficient manner and to provide city staff with appropriate guidance in order to prepare for the discussions, Councilmember McKinney proposes the following process:

- Councilmembers will provide questions to the city manager regarding the topic/department discussed in the upcoming worksession 48 hours in advance of each work session.
- Hold a public Town Hall meeting specifically focused on the FY 2026 budget. The Town Hall should be conducted prior to the two Public Hearings.
- City staff will provide a summary of the budget goals for the department, how and where they align with council priorities, and highlight any major changes to specific line items from the previous budget year.
- During the worksession, Councilmembers and the public will review and hear the summary, key highlights, and responses for city staff on specific questions that were sent to city staff.
- Members of the public who would like to ask questions and/or provide comments should do so in advance of the meeting, if possible, by submitting them to the city clerk via email or written document.
- Greenbelt residents will be able to sign up prior to the start of the meeting to make public comment or ask specific questions and will be granted up to two (2) opportunities to make a comment or ask questions during each worksession. All other questions can be asked during one of the two public hearings of the budget or during the Town Hall meeting.
- City staff will provide a summary of worksession discussions and requests from the council and residents and the changes made to the budget as a result of the worksession in the first and second Public Hearing of the FY 2026 budget.

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)



City Council Meetings & Work Sessions March – April – May

Regular Meeting – FY2026 Budget Presentation	Mon.	03/24	7:30 pm
Budget Work Session – Overview, Revenues & General Government/Other Funds/Non-Departmental & Fund Transfers/Economic Development	Wed.	03/26	7:30 pm
Budget Work Session – Misc. – Grants & Contributions/CARES/Greenbelt Cinema	Mon.	03/31	7:30 pm
Budget Work Session – Public Works/Capital Projects	Wed.	04/02	7:30 pm
Work Session – State Highway Administration (SHA)	Mon.	04/07	7:30 pm
Work Session – Tribesby Presentation	Wed.	04/09	7:30 pm
Regular Meeting	Mon.	04/14	7:30 pm
Budget Work Session – Planning & Community Development	Wed.	04/16	7:30 pm
No Meeting – Easter Monday	Mon.	04/21	
Budget Work Session – Recreation	Wed.	04/23	7:30 pm
Four Cities Meeting (City of Greenbelt)	Thurs.	04/24	7:00 pm
Regular Meeting / 1 st Public Hearing	Mon.	04/28	7:30 pm
Budget Work Session – Public Safety	Wed.	04/30	7:30 pm
Work Session – TBD	Mon.	05/05	7:30 pm
Budget Work Session – Green Ridge House	Wed.	05/07	7:30 pm
Regular Meeting / 2 nd Public Hearing	Mon.	05/12	7:30 pm
Budget Work Session – Recognition Groups (Group 1)	Wed.	05/14	7:30 pm
Budget Work Session – Recognition Groups (Group 2)	Mon.	05/19	7:00 pm
ACE Student Awards	Wed.	05/21	7:30 pm
No Meeting – Memorial Day	Mon.	05/26	
Budget Work Session – Final Budget Review	Tues.	05/27	7:30 pm
Work Session – TBD	Wed.	05/28	7:30 pm

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Chambers in the Municipal Building (MB) at 25 Crescent Road and virtually by Zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meeting calendar.

Bonita Anderson, City Clerk

Ready to be scheduled:

Economic Development
Armory Plan Presentation
Large Unfunded Capital Needs
Greenbelt Road Corridor
Townhall Meeting: Virtual Meetings
 Accessibility for Blind and Visually
 Impaired
County Executive Liaison

For later scheduling:

Arts & Entertainment District
Bernard Penney (*Memorial Donation in
honor of Leonie Penney*)
Cemetery Plans
City Manager Updates (Jan, Pre-budget;
July & Sept/Oct)
EV Chargers Five-Year Plan
Fleet Vehicles Ten-Year Plan
GHI/Prince George's County (Stormwater
issues)
MARC Train Service/ MDOT
Meeting with County on Transportation Plan
Museum Plan
Northway Fields Master Plan
Office of Human Rights
Parkway Apartment Owners/GHI (*parking*)
Potential Bond Referendum/Capital
Financing
Zoning Enforcement

10/4/2024 8:23 AM

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Stakeholder List

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual													Follow-Up Letter Sent
Advisory Group Chairs	7/22	7/23	8/24										
Franklin Park at Greenbelt Station Mgmt.	12/21	12/22	2/24										3/21/24
Greenbelt Center HOAs	3/23	5/24											
Greenbelt East HOAs and COAs/Greenbelt East Advisory Coalition	4/22	6/23											
Greenbelt Homes, Inc.	8/22	8/23	9/24										
Greenbelt Station HOA/Verde Apts.	8/22	8/23											
Motiva													
School Board Member	9/21	2/23	8/23	9/24									
State Highway Administration	11/20	11/22	12/23										12/21/23
Biennial													
Beltsville Ag. Research Center	8/18	11/22	11/23										
Beltway Plaza	9/22	9/24											
NASA/GSFC	3/22	4/23											
Greenbelt Business Alliance	10/22												
Greenbelt Park NPS	1/22	3/23											
Greenway Shopping Center	12/20	2/23											
Religious/Spiritual Organizations	6/22	2/24											
Twice a Year													
County Council Person and At Large Members	5/23	3/24											3/19/24
Meetings as Needed													
Apartments	4/21												
Comcast/Verizon	3/21												
Greenbelt Office Parks													
Greenbelt Watershed Groups	10/19												
Hotels	8/23												
PEPCO	2/22	9/23											
WSSC	2/22	6/23	10/23	5/24									
Washington Gas	8/23												
Prince George's Economic Development Corp.	11/21												
Prince George's Planning Board	10/19												
Roosevelt Center Owner	8/20												
University of Maryland	4/15												
WMATA/PGDPW&T (Semi-Annual)	5/22												
Newly Elected/Appointed Officials (Presentation of a Council Regular Meeting)													
County Executive													
School Board CEO	1/24	2/25											1/17/24
State's Attorney	1/23												

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Resignation from Advisory Board/Committee

Suggested Action:

Reference: Email - X. Courouble - 03.10.25

Xavier Courouble has submitted his resignation from the Advisory Committee on Trees (ACT).

Approval of this item on the consent agenda will indicate the Council's intent to accept his resignation with regret.

Attachments:

City Council Agenda Item Report

Meeting Date: March 24, 2025

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Tribesy Phase 2 Audit Report

Suggested Action:

Approval of the Phase 2 JEDI Report

Suggested Action:

Reference: Phase 2 Justice, Equity, Diversity & Inclusion (JEDI) Community Engagement Report

The Phase 2 JEDI report is included in the City Council packet. This report captures community voices and lived experiences in Greenbelt, highlighting strengths, opportunities, and gaps in equity and inclusion. This report builds on the findings of the Phase 1 JEDI audit.

Attachments:

[Phase 2 JEDI Audit Report.pdf](#)

THE STORY OF GREENBELT

PHASE II REPORT



Presented by



December 2024

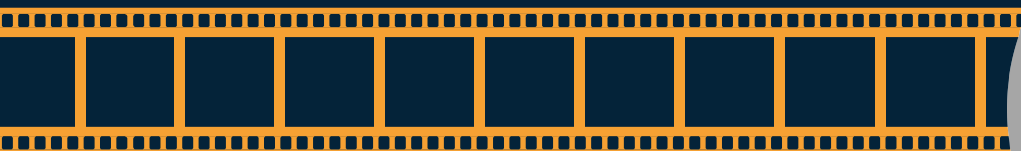


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SETTING THE STAGE



The Story of Greenbelt: Past, Present, Future

The story of Greenbelt is more than just the history of a city's formation. Like a compelling film, it unfolds in layers of complexity—with themes, memorable characters, pivotal moments, and dramatic twists—that reveal the city's evolution and shape the experiences of its present-day residents. Understanding these layers, both past and present, is essential for making decisions that will influence future generations. With this in mind, this report is crafted to unfold much like a movie, guiding the audience through Greenbelt's journey.

History of Greenbelt, MD as it Applies to JEDI

Greenbelt, Maryland, is a city with a rich history that reflects broader themes of justice, equity, diversity, and inclusion (JEDI). Founded in the 1930s as an exclusively planned community, Greenbelt was part of a New Deal initiative aimed at providing affordable housing during the Great Depression.

The City was established in 1937 as one of three "Green Towns" by the U.S. government. The vision was to create a community that would provide affordable housing and promote a sense of belonging among its white residents. The original design included green spaces, communal facilities, and a layout that encouraged interaction among neighbors. This focus on community was a foundational aspect of Greenbelt's identity, promoting inclusivity while being an exclusive community. Throughout its history, Greenbelt has been a microcosm of the broader societal changes in the United States. Initially, the community was exclusively white, reflecting the racial dynamics and laws of the time. However, as the Civil Rights movement gained momentum in the 1960s and 1970s, Greenbelt began to diversify. The city became more inclusive, welcoming residents from various racial, ethnic, and socioeconomic backgrounds.

In the 1970s, the city took steps to ensure that housing was accessible to a broader range of people. This included the development of policies aimed at preventing discrimination and promoting fair housing practices. Greenbelt's commitment to diversity was further solidified by its participation in various community programs and initiatives designed to support underrepresented groups.

In recent years, Greenbelt has made significant strides in promoting JEDI within the community. The city government has implemented policies aimed at fostering an inclusive environment for all residents. This includes initiatives focused on affordable housing, equitable access to city services, and community engagement efforts that try to amplify the voices of marginalized groups. Greenbelt has also embraced its diversity through cultural events and programs that celebrate the various backgrounds of its residents. These initiatives not only promote understanding and respect among different communities but also strengthen the social fabric of the city.

The history of Greenbelt, Maryland, is a testament to the evolving nature of diversity, equity, and inclusion. From its origins as a planned community aimed at providing affordable housing to only whites, to its current efforts to embrace and celebrate diversity, Greenbelt has continually sought to create environments where residents can thrive. As the city moves forward, its commitment to JEDI will remain a central aspect of its identity, shaping the future of this unique community.



Partnership With Tribesy

When assessing how JEDI values are embedded within an organization, it is important to have external expert advice on the status of JEDI within the organization's structure and culture. Tribesy Consulting is a distinguished JEDI (Justice, Equity, Diversity and Inclusion) consulting firm with over 30 years of experience working with local governments, educational institutions, non-profits, and various organizations. Tribesy Consulting was selected through a rigorous Request for Proposal (RFP) process to conduct a comprehensive audit of the City's structure and culture as it pertains to JEDI initiatives.

This audit, referred to as JEDI: Phase I, aims to assess the current state of the City of Greenbelt in terms of integrating JEDI concepts into its operational framework. The primary objective of Phase I is to evaluate how JEDI principles are reflected in the City's policies, practices, decision-making processes, and overall organizational culture.

By establishing a baseline measurement of the City's current JEDI efforts, this partnership will enable Greenbelt to track its progress over time. The assessment will provide valuable insights into areas of strength and opportunities for growth, allowing the City to implement targeted strategies that promote inclusivity and equity within the community.

The findings from the JEDI Phase I audit serve as a foundation for future initiatives, ensuring that the City of Greenbelt can hold itself accountable for its JEDI commitments and measure its success against the established baseline. This proactive approach underscores the City's dedication to fostering an inclusive environment that reflects the diverse needs and perspectives of its residents.

Tribesy Approach to JEDI

Tribesy Consulting employs a comprehensive and strategic approach to operationalizing Justice, Equity, Diversity and Inclusion (JEDI) within local government entities. Our methodology is grounded in global best practices and is designed to create sustainable change that resonates throughout the organization and the community.

At the core of Tribesy's strategy is the integration of global best practices in JEDI. We draw upon successful frameworks and methodologies from diverse contexts to ensure that our approach is informed by a wide range of experiences and insights. This allows us to tailor our strategies to the unique needs of local governments while adhering to proven principles that foster inclusivity and equity. By leveraging these best practices, we aim to create a robust foundation for JEDI initiatives that can withstand the test of time and adapt to evolving community dynamics.



Tribesy's framework incorporates 8 components that must be developed in concert with one another as part of a holistic and systemic approach to transformation.

Tribesy recognizes that effective JEDI implementation requires a holistic approach that encompasses both the structural and cultural dimensions of local government. We conduct thorough assessments of existing policies, practices, and organizational structures to identify barriers to inclusion and equity. Simultaneously, we focus on cultivating a culture that values diversity and promotes equitable treatment for all individuals. This dual focus ensures that JEDI is not merely an add-on but is embedded in the very fabric of the organization, influencing decision-making processes, resource allocation, and community interactions.

A critical component of our approach is active community engagement. We believe that meaningful JEDI efforts must involve the voices and perspectives of those who are most affected by policies and practices. Tribesy Consulting prioritizes engagement with community members, particularly those who may feel marginalized or vulnerable. By facilitating open dialogues and collaborative workshops, we ensure that the insights and experiences of diverse community members inform our strategies. This participatory approach not only enhances the relevance of our initiatives but also fosters a sense of ownership and accountability among stakeholders.

Tribesy is committed to addressing the needs of those who are most marginalized and vulnerable within the community. Our strategies are designed to identify and dismantle systemic barriers that disproportionately affect these populations. By centering our efforts on equity, we aim to create an environment where all individuals have access to opportunities and resources, regardless of their background or circumstances. This focus is essential for building a truly inclusive community where everyone can thrive.

Tribesy Consulting's approach to operationalizing JEDI in local government is characterized by a commitment to global best practices, a holistic understanding of structure and culture, active community engagement, and a focus on marginalized and vulnerable populations. Through this comprehensive methodology, we strive to empower local governments to create lasting, meaningful change that enhances equity and inclusion for all residents.





KEY ACTORS:

JEDI Organizational Transformation Process

What is a JEDI organizational transformation?

Using the principles of Justice, Equity, Diversity, and Inclusion (JEDI), to shift city processes, practices, and employee culture. JEDI serves as the guiding lens for decision-making across all departments, empowering employees at every level to consider the impact of their actions on the community. This transformation is achieved through incremental changes to structures—such as policies and practices—while simultaneously shifting cultural norms and ways of engaging. The ultimate goal of JEDI-driven transformation is to humanize government, making it more accessible to and reflective of all groups within the community.

What is the purpose of a JEDI community impact assessment?

A community impact assessment is a critical component of an overall organizational audit. A community impact assessment ensures a deliberate focus on the effects of how a city operates, communicates, and engages with diverse segments of its population. Particular attention is given to groups that may be vulnerable, minoritized, and systemically marginalized—those whose voices and experiences have historically been excluded, and continue to be overlooked.

Why focus on community impact?

When governments prioritize the lived experiences of the most marginalized individuals and groups, the result is a thriving community for everyone. As the saying goes, *"A rising tide lifts all boats,"* implying that broad improvements benefit all. Yet not all groups are in the same boat, nor do they face the same challenges or have the same access to government. Kimberlé Crenshaw reminds us: *"If you see inequality as a 'them' problem or an 'unfortunate other' problem, that is a problem."* This mindset focuses on disconnection and division, setting the stage for zero-sum thinking, the belief that progress for one group is perceived as a loss for others.

What is the impact of a JEDI transformation?

JEDI concepts provide an alternative framework best encapsulated by the Zulu proverb: *"Umuntu ngumuntu ngabantu"*—"A person is a person because of other people." A JEDI transformation reflects this interconnectedness, focusing on the shared humanity of individuals and groups to build a stronger, more inclusive and

connected community. By adopting this lens, the City of Greenbelt can create a government that uplifts all, especially those with the least voice, ensuring that every resident feels valued, represented, and belonging as a Greenbelt community.

Summary of Phases in JEDI Transformation

A comprehensive Justice, Equity, Diversity, and Inclusion (JEDI) transformation for a local government like Greenbelt typically takes about five years. However, the timeline can vary based on factors such as city capacity, prioritization of JEDI, budget, levels of trauma within the employee culture and the community, and Council support. The process is not strictly linear—phases tend to overlap or in practice and can be modified depending on the local context.

Below is an overview of the major components, which are divided into smaller, more manageable phases:

JEDI Organizational Assessments

A full organizational assessment includes 1) an internal audit of the city's structure, 2) employee culture, and 3) a community impact assessment.

Developing the JEDI Lens

Establish and organize an employee resource group (or action team) to develop city-specific definitions for each JEDI concept. Gather feedback on the draft definitions from employees and the community, refine them, and seek City Council approval. Once finalized, the JEDI lens serves as the foundation for aligning all aspects of city operations.

JEDI Roadmap

Create a detailed plan to support staff and Council in building awareness and skills to use the JEDI lens. The roadmap sets organizational priorities and addresses specific departmental needs, with input from employees and the community before final approval.

Implementation and Accountability

Develop metrics and tools to monitor and support departmental and team growth in applying JEDI concepts. Recognizing that growth is incremental, these tools take account of varying levels of progress.

Evaluation

Conduct organizational impact assessments to measure the effects of implemented changes and identify areas for further intervention or improvement.

Where is Greenbelt in the Process

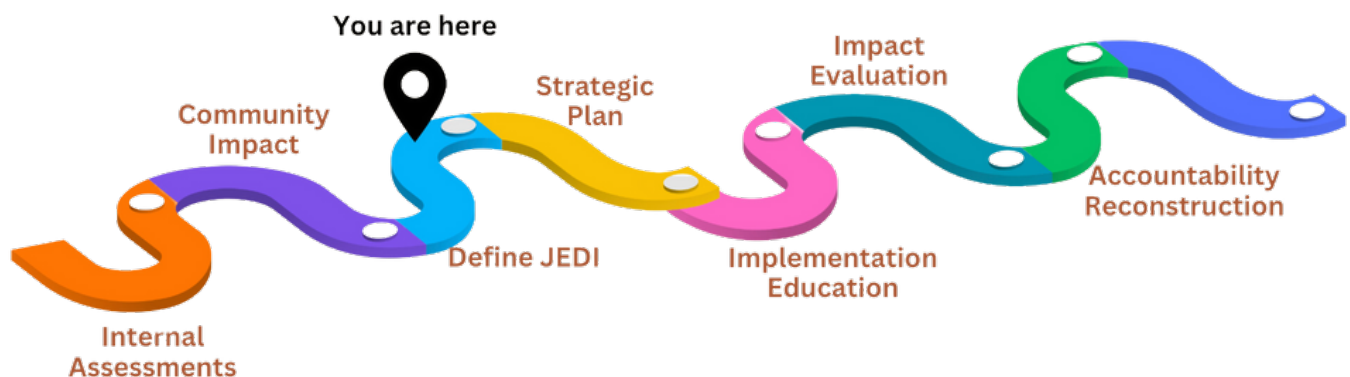
A full organizational assessment has been conducted over 2 phases. Phase II also included development of a JEDI lens (defining justice, equity, diversity and inclusion concepts in the context of the City of Greenbelt).

Phase I: Internal JEDI Audit

- City structure (policy, practices, processes)
- City employee culture (dynamics among employees)

Phase II: Community Impact Assessment and JEDI Action Team

- Community Impact Assessment
- Training and support for the employee JEDI Action Team to develop Greenbelt draft definitions of justice, equity, diversity and inclusion (lens) for feedback by employees and community.





SCENE:

Phase II Community Engagement

Target Audience

Most cities have a core group of residents who are highly engaged and well-informed about local happenings. These individuals often attend council meetings, serve on committees and commissions, communicate regularly with city employees and council members, and actively participate in city events to ensure their voices are heard. Greenbelt is no exception. In Greenbelt, the most “active” residents are typically Gen X and Boomers, White, and from Greenbelt Homes, Inc. (GHI) community. Furthermore, events and activities where city staff and council can interact with the community tend to be located within central/old Greenbelt.

Therefore, to create a truly inclusive and equitable community impact assessment, it is essential to intentionally engage with those who are less involved, marginalized, underrepresented, and/or vulnerable. In Greenbelt, these groups include populations from the global majority:

- ♦ African diaspora, Black, African American (approximately 47% of Greenbelt’s population, the largest racial group in the city*)
- ♦ Asian diaspora (about 12% of the population*)
- ♦ Communities historically colonized by Spain, Latina/o/x/e, Hispanic (about 11% of the population*)

We also prioritized engaging the following groups:

- ♦ Gen Z and Millennials
- ♦ Young families
- ♦ Spanish speakers
- ♦ Low-income residents
- ♦ Seniors
- ♦ Residents in East and West Greenbelt

This intentional outreach ensures that the perspectives, ideas, and experiences of all community members, particularly those historically excluded, are meaningfully included.

***Data USA (census data)**

Communication

The City of Greenbelt currently employs two primary communication strategies to reach residents:

1. Email Outreach: The city maintains a listserv with approximately 19,000 email addresses. While this method is effective for those who use email regularly, its demographic reach within the city remains unclear.
2. The Greenbelt News Review: This newsletter is distributed primarily to GHI residents and tends to resonate more with older generations.

Additionally, Greenbelt leverages a limited social media presence and organizes multiple community events, primarily in GHI. While these efforts provide some avenues for communication, they lack the inclusivity and breadth required to engage the city's diverse population.

Challenges Identified

Tribesy, in collaboration with the JEDI Officer, utilized the city's existing communication strategies. However, we identified significant limitations in these methods for effectively reaching our target audience. Key challenges included:

- Lack of Dedicated Resources: The absence of a Community Engagement Coordinator, a comprehensive city-wide communication strategy, and funding for alternative outreach tools (e.g., popular local radio programs) hindered broader engagement efforts.
- Demographic Disparities: Existing methods disproportionately favored certain groups, such as older residents and those in GHI, while under-serving others, including younger residents and the East and Western parts of the city.

Supplementary Outreach Efforts

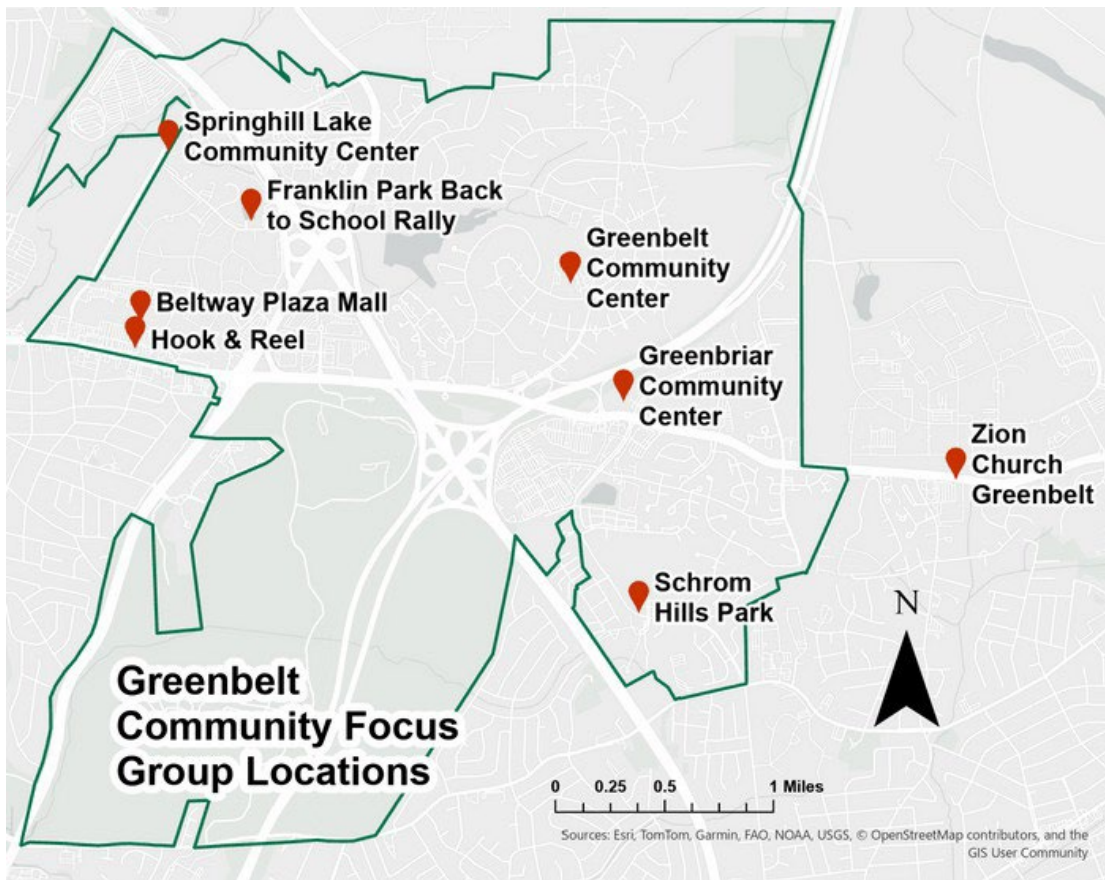
To address these gaps and enhance community engagement, Tribesy undertook the following initiatives in order to ensure connection with our targeted audience:

- Community Consultations and Outreach: We engaged directly with residents by distributing flyers and scouting various locations across Greenbelt to identify accessible and centralized outreach spots.
- Event Participation: Our team attended:
 - The Franklin Park Back-to-School Rally
 - Beltway Plaza Mall
 - Karaoke night at the Hook & Reel
 - Sunday services at Zion Church
 - Senior lunch gatherings at the Roosevelt Community Center

- ◆ Community Conversations: We organized discussions at:
 - Greenbriar Community Center
 - Springhill Lake Community Center
 - Virtual sessions to accommodate diverse schedules and preferences
 - Random drop in conversations with residents

Locations

Below is a map of physical locations in which we held focus groups or informal conversations. Additionally virtual focus groups were also offered.

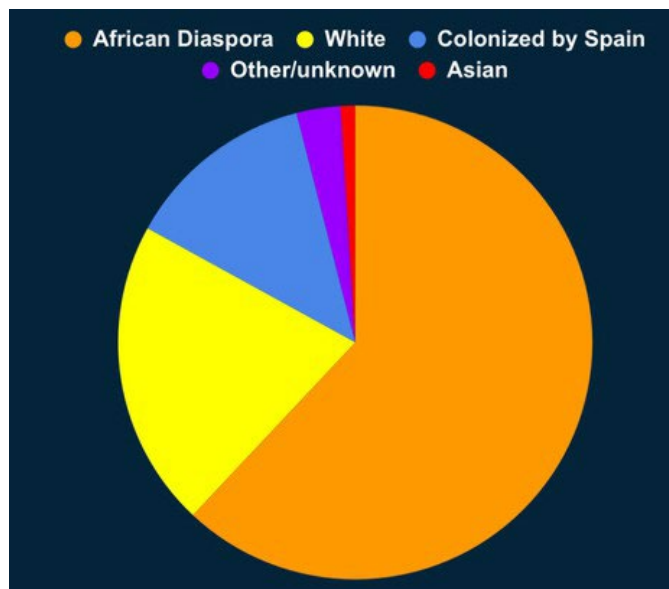


Data: Numbers and Demographics

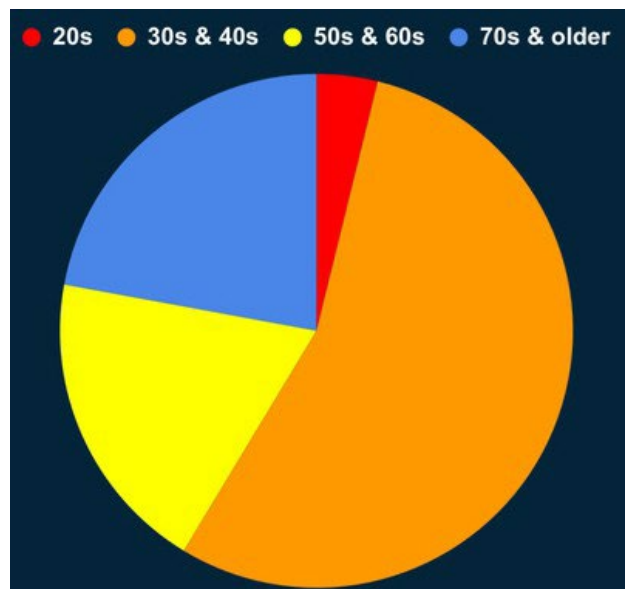
Community conversations surface qualitative data that allow consultants to understand the effects of city services as well as living, working and visiting the city of Greenbelt. In particular, community impact assessments prioritize individuals and groups that have been historically and currently systemically marginalized. Therefore we don't focus on a statistic sampling. Rather it is important that participants feel they are able to share their lived experiences, perspectives and ideas.

We spoke with 91 people over the course of 9 days in August and September 2025. Below is a data by race and age range.

Race



Age Range





REVIEWS: Bravo, Rotten Tomatoes and the Like

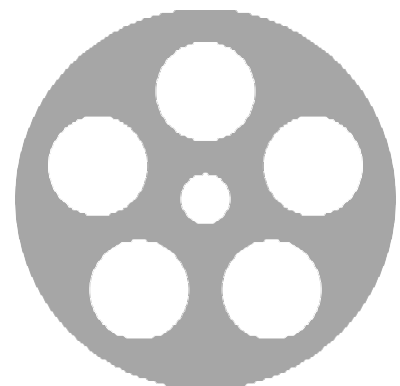
Categories of Conversations

The conversations conducted were generally informal, consisting of both structured and unstructured formats. Some sessions were organized as small focus group dialogues, offered both virtually and in person, while others took the form of one-on-one discussions.

Participants were assured anonymity and informed that the purpose of these conversations was to gather their experiences in Greenbelt, along with their perspectives and ideas. This input was intended to help the City understand the impact of its existing structure, culture, and services on residents and visitors. Ultimately, the feedback would be used to identify areas for improvement and implement changes that positively affect the community as a whole.

The following topics were used to generate conversation and allow participants to share whatever they wished.

- City events
- Recreation
- Transportation
- Public safety
- Cares
- Communications
- City council / Voting
- History / future of Greenbelt
- Anything else they want to share



Community Impact Assessment

The City of Greenbelt has been engaged in multiple efforts to improve City services, support equity and become more inclusive of all its residents. The community impact assessment serves as a baseline to be used to measure future endeavors through their impact on the most marginalized, underserved and/or vulnerable communities.

Tribesy is utilizing the same assessment levels that were applied to the internal assessments: structure, employee culture, boards and commissions. All 3 categories were assessed at a level 1. Greenbelt's community impact is assessed at level 2 which reflects ongoing City efforts to be more equitable.

Community Impact Assessment Level:

2

Assessment Levels:



Level 5: Demonstrating national / global exemplary practices and accountability. Has fully infused JEDI into daily organizational functions.



Level 4: Pro-JEDI: Implementing JEDI systemically and showing improved results and impact beyond what is required or expected.



Level 3: A spectrum of JEDI activity but a lack of systemic coordination.



Level 2: There are the beginnings of JEDI efforts. However the efforts may be stifled due to an inability to do more than the minimum for various reasons.



Level 1: There has been little to no progress in JEDI work.

Trends in Feedback

Community feedback has been organized into overarching trends (frequently mentioned items) as well as notable topics or experiences. Any quotes shared are anonymous and designed to simply illustrate a point using the words of community members themselves. Trends are further categorized into four key areas: Strengths, Gaps, Opportunities, and Threats. Together, these categories create a framework for actionable steps toward fostering a more inclusive, equitable, and just community.

Strengths

This category highlights areas that are perceived more positively within the community. While these strengths should be recognized, they are not to be viewed as complete or areas requiring no further attention. Instead, they represent foundational aspects that can be strategically leveraged to address identified gaps and enhance community outcomes.

- ♦ Small Town Feel: Greenbelt is valued for its “small-town charm” and close-knit atmosphere. Many expressed that Greenbelt’s small-town atmosphere is a positive and valued attribute. In general, residents expressed a sense of connection to their section of town, however, not to Greenbelt as a whole.
- ♦ Parks and Trails: Outdoor spaces are well-liked and perceived as safe as expressed in this statement: “Feels safe to bring my grandchildren to the parks.” Trails are also viewed positively: “I like the trails, although it feels safer to go when other people are out.” Residents expressed that outdoor spaces felt safe during the day “but not so much at night.”
- ♦ Services for Seniors: Programs at the Community Center such as senior meals, the pool, and activities receive positive feedback. There is a general sentiment that Greenbelt provides a range of services for seniors, particularly in central/old Greenbelt*.
- ♦ Community Policing: Current community policing efforts in Franklin Park are valued, especially when contrasted with the broader experiences of policing often faced by members of the global majority. These efforts are viewed as a positive first step toward building stronger relationships and to address the historical and ongoing perception that “driving while Black” in Greenbelt is unsafe.

*Note: residents tended to use the term GHI, central Greenbelt and old Greenbelt interchangeably to refer to both geography and the community of residents.

- ♦ Accessible Events: For those who have attended city events, they are viewed favorably and easily accessible. City events in general are viewed as a integral to building and maintaining a sense of community.
- ♦ JEDI Focus Groups/Conversations. The community conversations with Tribesy were widely regarded as a positive experience. Although some participants expressed skepticism about how the information would be used, many appreciated the opportunity to share their experiences and perspectives about the city. One participant's remark, "We should do this again," highlights the overall enthusiasm for these discussions.



Gaps. This category reflects areas that are missing, and as a result are having a negative affect on many residents, particularly those that are already marginalized systemically.

- ♦ Communications. There was an overwhelming response indicating that city communications are insufficient, even among residents who are already connected and actively engaged. The majority of those we spoke with were unaware of events and therefore didn't attend which has the impact of making residents "feel disengaged." Participants also expressed a lack of knowledge about available resources and how to provide feedback. Comments such as "I don't get the newsletter," and "I don't attend events not advertised through Franklin Park" illustrate these concerns.
- ♦ Lack of Inclusivity: Events and services are often perceived as designed by and for "old Greenbelt." This feeling permeated all aspects of Greenbelt services including everything from community events, senior lunches and the food distribution program. Seniors in East and West Greenbelt must travel to central Greenbelt community center for senior lunch program which creates a barrier to access. The food distribution program is perceived as inequitable and we also witnessed the difference in the variety of foods offered in Central Greenbelt and Franklin Park. This led to the feeling that Franklin Park was getting the "left overs."

- Recreation Disparities: Facilities and services in parts of the city, like Springhill Lake Recreation Center, are viewed as inferior to those in central Greenbelt. Several gaps in programming were identified including young adults without families and programming that specifically targets the needs and interests of Franklin Park residents.
- Affordability: The city is not affordable for retirees, families, or younger residents, limiting housing options and engagement. We heard from individuals who plan on moving out of Greenbelt once they retire, because the city will no longer be liveable on a fixed income. We also heard from small business owners in the city who chose to buy a home outside of Greenbelt because it was more affordable for their family.
- Safety at Night: Concerns about harassment and crime, especially around the mall and in some neighborhoods, deter evening activity.



Opportunities. This category highlights areas that have the potential to enhance the quality of life for residents, particularly those that are most marginalized, underserved and/or vulnerable. These are key issues where residents have expressed a desire for more direct and impactful actions.

- Enhanced Communication: We heard calls for the city to “listen to THE people” specifically referring to residents of the global majority who have been historically disenfranchised and excluded from citywide communications and decision-making processes. This reflects a desire to not only receive information from the city but to be able to provide feedback and input as well. Expanding outreach through a variety of media including ongoing community forums, focus groups, text alerts, banners, and social media can better connect residents across Greenbelt.
- Community Building: While the city does host a variety of community events, there was still a strong desire for activities and events specifically designed to build and connect residents citywide. This included a wide range of activities from community gardens in multiple neighborhoods, more varied recreation activities in all sections of the city and citywide events held outside of central Greenbelt that are designed to bridge divisions between the East, West and Central sections of the city.

- Transportation Improvements: Due to the geographic divides within the city, residents expressed a strong need for improved transportation options, such as connector buses, to facilitate travel between different parts of town. While trails and open spaces exist, many residents felt the city is “not as walkable as people want you to think.” Enhancing walkability to key locations, such as the mall, was seen as a way to improve accessibility and safety.
- Youth and Family Community Engagement: Many residents described the city as “boring” and expressed a desire for more activities and events tailored to diverse groups, including teens, young adults, families with young children, and adults without children, in various parts of the city. Developing programs that specifically engage younger generations was identified as a vital opportunity to foster community connections and increase engagement across Greenbelt.
- Police-Community Relations: Residents highlighted the importance of expanding community policing practices to strengthen police-community relations. Many noted that when police officers are “out in the community, it is helpful.” Initiatives that allow officers to engage with residents outside of service calls can build relationships, enhance trust, and contribute to a stronger sense of community.



Threats. This category identifies areas that are currently causing harm and, if left unaddressed, will continue to perpetuate and intensify harm to the most marginalized, underserved, and vulnerable members of the community now and in future generations.

Explicit Divisions

- There are longstanding and ongoing divisions between Central, East, and West Greenbelt, creating tensions within the city. Many residents feel that decision-making, events, and services disproportionately cater to Central Greenbelt, leaving other areas feeling neglected. This perception is particularly prevalent among residents of the global majority, many of whom expressed that they tend to frequent only areas where they “feel comfortable”—which often excludes Central Greenbelt.
- Sentiments about Central Greenbelt frequently highlighted its undesirability, with comments such as “It felt like a different planet,” “people are rude,” “it’s old and outdated,” and “it’s in its own world.” Concerns about safety were also voiced, with one resident stating, “I wouldn’t want to walk around there...not safe.” A young parent shared, “I wouldn’t want to raise my kids there.”

- Since City offices and the Community Center are located in Central Greenbelt, many residents of the global majority expressed reluctance to visit this part of town, preferring access to services, activities, and events closer to their own neighborhoods. This dynamic contributes to a fragmented sense of community, with some residents feeling that Greenbelt is divided into “sub-cities” rather than functioning as a cohesive whole.
- Threats for Future Generations. If these divisions remain unaddressed, they could deepen over time, eroding the ability to form a united Greenbelt. When future generations inherit a city marked by stark geographic, racial, and social divides, it limits opportunities for shared experiences and mutual understanding. Such fragmentation risks perpetuating inequities in access to resources, representation in decision-making, and community engagement. Without deliberate efforts to bridge these gaps, the City’s ability to build an inclusive, vibrant community for all residents will be significantly undermined.

Inequity / Focus on Central Greenbelt

- There is a strong perception among residents that decision-making and resource allocation disproportionately favor Central Greenbelt, leading to significant inequities for those living in other parts of the city. This perception is not limited to East and West Greenbelt; residents from all sections, including Central Greenbelt, recognize these disparities. However, residents in East and West Greenbelt experience the impacts of these inequities more acutely and regularly.
- Key differences include a lack of community events, programming, and services in East and West Greenbelt compared to Central Greenbelt. For example, food distribution in the West was frequently described as “we get the leftovers” after Central Greenbelt is served. These disparities were also observed by Tribesy Consultants during a food distribution event and visits to community centers, where differences in service delivery and access were evident.
- Threats for Future Generations. If these inequities persist, they will likely have compounding effects on future generations, exacerbating divisions within the city and perpetuating a cycle of exclusion and marginalization. Children and young adults growing up in East and West Greenbelt may feel less valued and less connected to the broader community, impacting their sense of belonging and civic engagement. The lack of equitable programming and resources could limit opportunities for personal and community development, reinforcing systemic disparities and hindering efforts to create a unified and inclusive

Greenbelt. Addressing these inequities now is critical to ensuring a more balanced and equitable future for all residents.

Stigma and Exclusion

- ♦ Residents of Franklin Park are deeply aware of and affected by the negative perceptions of their community. Many have heard disparaging comments, such as “I didn’t know they could read,” and shared stories of being marginalized, including suggestions to “sell the West” to Berwyn Heights. When accessing services in Central Greenbelt, some residents have been told, “You don’t belong here.” Similarly, residents of both East and West Greenbelt frequently feel excluded from city life, further compounding feelings of stigma and marginalization.
- ♦ Threats for Future Generations. If these stigmas and exclusions persist, future generations in Franklin Park and other marginalized areas may internalize a sense of inferiority and alienation from the broader Greenbelt community. This could lead to diminished civic pride, lower community engagement, and perpetuation of harmful stereotypes. Such dynamics risk creating deeper divides, fostering resentment, and hindering efforts to build a more inclusive and cohesive city.

City Council

- ♦ Civic engagement in Greenbelt is dominated by a small, insular group of active participants, leaving many residents feeling excluded or unheard. The limited representation in Council meetings, committees, and commissions does not reflect the diversity or breadth of community experiences. As a result, many residents expressed reluctance to participate, citing reasons such as, “They wouldn’t listen to us if we did participate,” “We don’t feel welcome,” “No way! Those folks wouldn’t listen,” and “What would be my place if I don’t have a complaint?” Overall, most residents do not see themselves as part of the decision-making process and feel that the perspectives of East and West Greenbelt are not adequately represented.
- ♦ Threats for Future Generations. The lack of inclusive civic engagement poses a significant threat to future generations by perpetuating systemic disenfranchisement. If current patterns continue, future residents may inherit a city where decision-making remains disconnected from large portions of the population. This could result in declining trust in local government, further disengagement, and the perpetuation of policies that fail to address the needs of marginalized communities.

Lack of Active Engagement

- There is a noticeable lack of intentional and active engagement with residents of East and West Greenbelt. Communication with these communities is minimal, and decision-making processes and activities remain heavily focused on Central Greenbelt. This imbalance has fostered an environment of disengagement, where many residents feel overlooked and unimportant.
- Threats for Future Generations. Without significant changes, the ongoing lack of engagement will deepen divides within Greenbelt, leaving future generations in East and West Greenbelt feeling disconnected and underrepresented. This disengagement could weaken social cohesion, limit opportunities for cross-community collaboration, and erode trust in local institutions. Over time, these dynamics risk undermining the city's ability to create a unified, equitable, and thriving community.



Why is This Feedback Important?

To understand how the community is impacted, just ask! While city leaders and staff may have the best intentions at heart, it is crucial to prioritize understanding the effects of actions and decision on residents, especially those who are marginalized, underserved, or vulnerable. Furthermore, the community boasts a wealth of history, lived experiences, ideas, and perspectives that can be utilized to address existing gaps and future threats.

Based on the qualitative data gathered through community impact conversations, Tribesy is providing several ideas for moving forward through a JEDI lens. These ideas are designed to be combined with recommendations from the Phase I internal assessments (structure, employee culture and boards/commissions) to provide a complete organizational assessment of the City of Greenbelt and a framework for incorporation into a strategic plan or JEDI roadmap.

Community Engagement Coordinator

Establish a dedicated staff position to strengthen relationships with community organizations and groups across the city, with a particular focus on marginalized, underserved, and vulnerable populations. This role will collaborate strategically with the DEI Officer and the city's communications department to develop and implement strategies for gathering community feedback, creating communication plans, and supporting ongoing JEDI (Justice, Equity, Diversity, and Inclusion) initiatives.

Communications Strategy

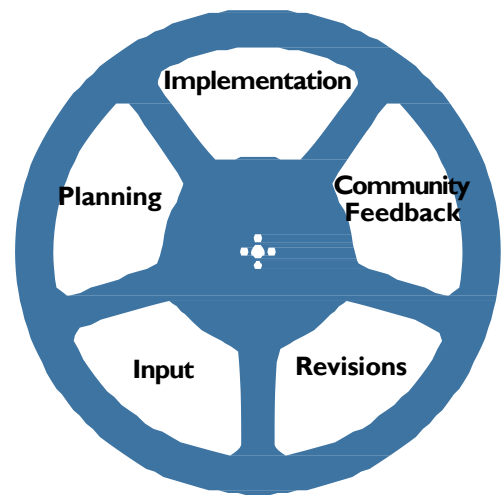
Create a comprehensive, multi-faceted communications strategy that prioritizes both listening to residents and sharing information effectively. This strategy should employ a variety of tools and methods tailored to the city's diverse audiences, reflecting differences in race, ethnicity, geography, and generational needs.

Council Engagement

Expand City Council's methods for engaging the broader community beyond traditional meetings and centrally located events. This can include hosting community forums and dialogue sessions in various neighborhoods to foster relationship-building and create a sense of belonging for residents who have historically felt excluded. These forums can be part of a continuum that includes roving council meetings held in different areas of the city, encouraging greater resident participation in decision-making processes.

Departmental Evaluations

Implement a consistent structural and cultural practice of evaluating all city departments based on their impact on the community, with particular attention to marginalized, underserved, and vulnerable groups. This process requires departments to actively seek input and feedback from these groups, focusing not just on quantitative data like numbers served or dollars spent but also on qualitative insights such as personal stories and quality-of-life experiences. By establishing a cyclical process—encompassing planning, implementation, community impact feedback, and revision—departments can remain responsive to the city’s evolving needs and demographics.



Equity in Programs

Apply the same equity-focused lens to evaluating programs, events, and activities, emphasizing their impact on marginalized, underserved, and vulnerable groups. Equity does not require uniform services across all areas of the city but rather programs tailored to the expressed needs and interests of diverse communities. These needs should be identified through input gathered during departmental evaluations. Every event, activity, and service should include a mechanism for collecting community stories and experiences to measure their impact on residents’ quality of life and continuously improve offerings.

Scene Stealers

Furthermore, Tribesy recommends using approaches to implementing the above ideas that are based in community connection, decision-making, empowerment and healing. Given the history of exclusion and legacy of harm, these approaches will also support city reparations efforts.

7 Generation Principle

The 7 Generation Principle is rooted in the wisdom of Indigenous people of the Americas as well as globally. Some Indigenous groups describe this as a process that continually connects stories and experiences of past generations to the experiences of present generations, while addressing issues to alleviate burdens for future generations. Human continuity proliferates throughout generations. Indigenous wisdom encourages decision making to consider past, present and future generations.

The 7 Generations Principle perspective is based in:

- Sustainability of human practices that ensure resources are available for future generations, encouraging a balance between human needs and environmental preservation.
- Holistic thinking that builds understanding of interconnected systems-- spiritual, social, economic, and ecological.
- Ethical responsibility emphasizing moral responsibility toward future generations, encouraging leaders to act as stewards of the Earth, rather than short-term exploiters.
- Cultural values emphasizing respect for land, community and the cycle of life.
- Risk assessment evaluating potential long-term consequences, so decision-makers can better assess unintended outcomes and develop more informed and resilient policies.
- Community involvement promoting collaboration and dialogue within and among communities, ensuring that diverse voices and interests are considered in decision-making.

Community Healing

Community healing is both a process and an outcome that incorporates 3 main categories:

- **Psychological dimensions** focus on human connectedness through collective memory, and critical consciousness about history, systems and community impact.
- **Culturally syntonc** processes are those that are aligned to and in harmony with cultural practices, beliefs and values. For communities of the global majority this includes a process of storytelling, community gathering and re-narrating experiences as a conduit for change.
- **Justice** is critical as an ongoing process as well as an outcome of city processes.





TRAILER: Phase III

As we advance towards Phase III of the JEDI organizational transformation, it is imperative to integrate three critical components to ensure operational success and sustainability. First, we must thoroughly analyze and build upon the results from Phases I and II, using the insights gained to refine our strategies and address any identified gaps. Second, the ongoing engagement of both staff and the community remains essential, fostering a collaborative environment where diverse voices contribute to shaping the path forward. Finally, embedding JEDI definitions and vision into the City's structural framework is crucial, alongside enhancing the City's capacity to effectively communicate with its most marginalized populations. This comprehensive approach will ensure that the City's JEDI efforts are deeply rooted and resonate throughout the organization and the community it serves.

How Should This Report be Used?

The JEDI report on community impact serves as a foundational tool for the City of Greenbelt in its ongoing commitment to fostering diversity, equity, and inclusion. To maximize its effectiveness, the report must be strategically applied in several key areas.

- ♦ The findings from the JEDI report should be integral to the development of the City's JEDI strategic plan. By operationalizing the concepts outlined in the report, the City can ensure that JEDI principles are embedded within its organizational structure and culture. This alignment will facilitate the implementation of targeted areas that address the specific needs and concerns identified by the community, thereby enhancing the overall effectiveness of the City's JEDI efforts.
- ♦ It is essential that the JEDI report be shared with all staff members, the City Council, and the broader community. Transparency in disseminating the report fosters a culture of accountability and collective responsibility. By sharing the report, the City underscores the importance of engaging the community and actively listening to the lived experiences of its residents. This engagement is vital for building trust and ensuring that the voices of all community members, particularly those from marginalized backgrounds, are heard and valued.

- ♦ The JEDI report establishes a baseline of community perspectives. While the city has undertaken multiple efforts to improve and ensure equity, it is essential to acknowledge these viewpoints without defending current practices. Community feedback does not undermine existing efforts; rather, it serves as a benchmark to assess the city's current standing. Ignoring or dismissing community sentiments could harm relationships and erode trust in the city's commitment to meaningful change. Additionally, the report serves as a critical reference point as further JEDI measures are implemented. By comparing future assessments against this baseline, the City can effectively gauge progress, identify areas for improvement, and celebrate successes in its JEDI journey. This ongoing evaluation will not only enhance the City's ability to adapt its strategies but also reinforce its commitment to creating a more inclusive and equitable environment for all residents.

Golden Nuggets

"Golden nuggets" refer to the invaluable insights and profound truths that emerge when listening to the lived experiences of community members. These nuggets are the key pieces of information that can significantly inform and enhance decision-making processes, policy development, and community engagement strategies.

Here are some aspects of what constitutes these "golden nuggets":

- ♦ Authentic Perspectives. Golden nuggets provide authentic perspectives that might not be visible through data alone. They offer a deeper understanding of how policies and practices impact individuals on a personal level, revealing the nuances of community life that statistics may overlook.
- ♦ Uncovering Hidden Issues. These insights can uncover hidden issues or challenges that may not be immediately apparent to decision-makers. By listening to the lived experiences of community members, especially those from marginalized groups, leaders can identify systemic barriers and areas needing attention that might otherwise remain

City of Greenbelt Community Impact "Golden Nuggets"

The City of Greenbelt has undertaken a comprehensive JEDI analysis of community feedback, revealing several "golden nuggets" that provide valuable insights into the lived experiences of its residents. These insights are crucial for informing future strategies and enhancing the quality of life within the community.

- Firstly, it is heartening to note that the vast majority of community members express a strong affinity for living in Greenbelt. This positive sentiment underscores the City's appeal and the satisfaction of its residents with their community environment.
- Additionally, most individuals who have interacted with the City's services report favorable experiences, indicating a general effectiveness in service delivery.
- Notably, interactions with the police are generally categorized as positive, even among Black males, who have historically faced challenges in law enforcement interactions. This suggests progress in community-police relations and highlights the importance of continuing efforts to build trust and ensure equitable treatment.
- However, despite these positive aspects, there remains a perceived legacy of exclusivity within the City's systems, services, and events. While this perception may not reflect the current reality, it is essential to address these concerns to foster a more inclusive community atmosphere. This legacy perception indicates a need for ongoing dialogue and initiatives to ensure that all community members feel welcomed and valued.
- Furthermore, almost all residents express dissatisfaction with the effectiveness of the City's communications. This feedback points to a critical area for improvement, as effective communication is vital for transparency, engagement, and community cohesion. Addressing this issue will be key to enhancing residents' connection to the City and ensuring they are informed and involved in civic matters.
- Lastly, there is a consensus among residents about the lack of a current, cohesive identity for the City of Greenbelt. Establishing a clear and inclusive identity is deemed important by the community, as it can strengthen community bonds and foster a sense of pride and belonging among residents.

In summary, these golden nuggets provide a roadmap for the City of Greenbelt to build on its strengths and address areas of concern. By leveraging these insights, the City can enhance its strategic planning, improve service delivery, and cultivate a more inclusive and connected community.

Root Causes

It is essential for the City of Greenbelt to invest time and resources in uncovering the root causes of the identified trends in community impact. Understanding, acknowledging, and delving into these root causes is critical for developing effective and sustainable solutions. Without this foundational understanding, any interventions may only address symptoms rather than the underlying issues, resulting in superficial solutions that fail to create meaningful change. Moreover, such surface-level approaches could inadvertently exacerbate existing challenges and cause unintentional harm to the most vulnerable members of the community.

Root causes of impact refer to the fundamental factors that contribute to the observed trends and issues within a community. These causes can be multifaceted and may include systemic inequities, historical legacies of exclusion, socio-economic disparities, and cultural barriers. For instance, the perception of a legacy of exclusivity may stem from historical practices that marginalized certain groups, leading to lingering feelings of distrust and disconnection. Similarly, ineffective communication may be rooted in a lack of inclusive engagement strategies that fail to reach all segments of the community.

By thoroughly investigating these root causes, the City can gain a comprehensive understanding of the dynamics at play within the community. This process involves engaging with residents, particularly those who experience marginalization, to gather insights into their experiences and perspectives. Such engagement not only enriches the understanding of the issues but also fosters a sense of ownership and collaboration among community members.

Addressing root causes is vital for several reasons:

- Sustainable Solutions. Solutions that target root causes are more likely to be effective and sustainable over the long term. By addressing the underlying issues, the City can implement strategies that create lasting positive change rather than temporary fixes.
- Equity and Inclusion. Understanding root causes allows the City to develop interventions that are equitable and inclusive. This ensures that the needs of the most vulnerable populations are prioritized, reducing the risk of further marginalization.

- ♦ Preventing Unintended Consequences. Superficial solutions can lead to unintended consequences that may harm those who are already facing challenges. By thoroughly examining root causes, the City can anticipate potential pitfalls and design interventions that mitigate risks.
- ♦ Building Trust. A commitment to understanding and addressing root causes demonstrates to the community that the City values their experiences and is dedicated to fostering an inclusive environment. This can help rebuild trust and strengthen community relationships.

In the City of Greenbelt, several root causes have been identified that contribute to the current trends in community impact. Understanding these root causes is essential for developing effective strategies to foster inclusivity and equity within the community. The following key factors have emerged from community feedback:

- ♦ Legacy of Exclusion: The historical context of Greenbelt has left a lasting legacy of exclusion that continues to affect perceptions and experiences within the community. This legacy may stem from past policies and practices that marginalized certain groups, creating barriers to participation and belonging. As a result, many residents, particularly those from historically underrepresented backgrounds, feel disconnected from the community and its resources. Acknowledging this legacy is crucial for addressing the lingering effects it has on community dynamics and for fostering a more inclusive environment.
- ♦ Systems Set Up that Cater to Central Greenbelt. The existing systems and structures within the City may inadvertently cater primarily to the Greenbelt Homes, Inc. (GHI) community, which can create disparities in access to services and opportunities for other residents. This focus can lead to a perception of favoritism and exclusion among those who do not reside in GHI. It is essential for the City to evaluate its systems and ensure that they are equitable and accessible to all residents, regardless of their housing situation, to promote a sense of belonging and community cohesion.
- ♦ Formal Lines of Separation in the City. The presence of formal lines of separation within the City, whether based on socio-economic status, housing types, highways or community affiliations, can contribute to a fragmented community experience. These divisions may manifest in various ways, such as differing access to resources, social networks, and opportunities for engagement. Addressing these formal separations is vital for fostering a more integrated community where all residents feel valued and included.

The Promise of Community Not Being Extended to Those Who Are Marginalized:

Many residents have expressed that the promise of community—characterized by support, belonging, and shared identity—has not been fully extended to those who are marginalized. This sentiment reflects a broader issue of inequity, where certain groups may feel excluded from the benefits and opportunities that the community offers. It is imperative for the City to actively work towards extending this promise to all residents, particularly those who have historically been marginalized, by creating inclusive spaces, programs, and initiatives that recognize and celebrate diversity.

In summary, the identified root causes of community impact in the City of Greenbelt—namely, a legacy of exclusion, systems that cater primarily to GHI, formal lines of separation, and the unfulfilled promise of community for marginalized individuals—highlight the need for a comprehensive and inclusive approach to community engagement and policy development. By addressing these root causes, the City can work towards creating a more equitable and cohesive community that truly reflects the values of diversity, inclusion, and belonging for all its residents.

Rifts

In the City of Greenbelt, one of the most significant challenges is bridging the divide between the broader community and residents of Franklin Park and the East side. Despite the City's commendable efforts to promote equity and inclusion in these areas, a pervasive sentiment of exclusion persists, particularly in the realm of decision-making. This disconnect has led residents to feel unheard and undervalued, with their thoughts, needs, and ideas seemingly overlooked in the City's planning and development processes.

The root cause of this rift can be traced to a lack of both physical and effective communication with these communities. Historically, communication channels may not have been adequately established or maintained, leading to a sense of isolation among residents. This gap in communication has resulted in a lack of representation and participation from Franklin Park and East side residents in civic matters, further entrenching feelings of exclusion.

To address this issue, the City of Greenbelt must prioritize the development of robust communication strategies that actively engage these communities. This involves not only improving the physical means of communication, such as ensuring access to meetings and information, but also fostering a culture of inclusivity where residents feel their voices are genuinely valued and considered.

JEDI Train: Moving Forward

To keep the JEDI Train moving forward, Tribesy recommends, the City embark on Phase III of its Justice, Equity, Diversity, and Inclusion (JEDI) implementation, which aims to solidify the foundational concepts of justice, equity, diversity, and inclusion within the community and its operations. This phase is crucial for translating the principles established in previous phases into actionable strategies that can be effectively implemented across the City.

- ♦ **Defining Key Terms.** A critical first step in Phase III is the clear definition of the terms "justice," "equity," "diversity," and "inclusion." Each of these concepts plays a vital role in shaping the City's approach to JEDI:
- ♦ **Gathering Feedback.** To ensure that the definitions and subsequent strategies resonate with the community, the City will actively seek feedback from both employees and residents. This engagement process will involve surveys, focus groups, and public forums, allowing diverse voices to contribute to the conversation. By incorporating feedback from various stakeholders, the City can better understand the unique challenges and aspirations of its community members, ensuring that the JEDI initiative is reflective of their needs.
- ♦ **Approval Through City Council.** Once the definitions and feedback have been synthesized, the proposed strategies will be presented to the City Council for approval. This step is essential for securing the necessary support and resources to move forward with the JEDI implementation. The City Council's endorsement will also signal a commitment to prioritizing JEDI efforts at the highest levels of governance, reinforcing the importance of these values in shaping the City's policies and practices.
- ♦ **Utilizing Reports from Phases I and II.** The insights and findings from Phases I and II of the JEDI initiative will serve as a foundational resource for developing a robust strategic plan. These reports have already identified key areas for improvement and highlighted successful practices that can be expanded upon. By leveraging this existing knowledge, the City can create a comprehensive plan that addresses the specific needs of the community while building on previous successes.

- ◆ Developing a Strategic Plan. The culmination of these activities will be the development of a strategic plan that operationalizes the terms of justice, equity, diversity, and inclusion. This plan will outline specific goals, actions, and metrics for success, ensuring that JEDI principles are integrated into all aspects of City operations. Key components of the strategic plan may include:
 - Training and Education: Implementing ongoing training programs for City employees to enhance cultural competency and awareness of JEDI issues.
 - Policy Review and Reform: Evaluating existing policies and practices to identify and eliminate barriers to equity and inclusion.
 - Community Engagement: Establishing regular opportunities for community members to engage with City officials and provide input on JEDI matters.
 - Innovative and creative approaches to communication: Create better communication streams that reach and engage those who do not normally participate in City activities
 - Accountability Measures: Setting clear metrics for success and establishing mechanisms for monitoring progress and accountability.

Tribesy believes that the City of Greenbelt's JEDI Phase III activities represent a significant step towards embedding justice, equity, diversity, and inclusion into the fabric of the community. By defining key terms, gathering feedback, securing City Council approval, and utilizing insights from previous phases, the City is poised to develop a strategic plan that operationalizes these essential values, ultimately fostering a more inclusive and equitable environment for all residents.

