CITY COUNCIL WORK SESSION AGENDA

City Manager Update

COUNCIL MEETING WILL BE ONLINE ONLY

Due to the COVID-19 precautions, the Council Meeting will be held online and is planned to be cablecast on Verizon 21, Comcast 71 and 996 and streamed to www.greenbeltmd.gov/municipaltv.

Resident participation:
Join Zoom Webinar
https://us02web.zoom.us/j/81455240251?pwd=NVB1VjVyanFNQmNDZE54cnh1KzhCdz09
Webinar ID: 814 5524 0251
Join By Phone: (301) 715-8592
Password (if needed): 165431

In advance, the hearing impaired is advised to use Video Relay Services (VRS) at 711 to submit your questions/comments or contact the City Clerk at (301) 474-8000 or email banderson@greenbeltmd.gov.
Monday, January 31, 2022
8:00 PM

Work Session Packet

City Manager's Update
Suggested Action:

Agenda

- Introductions

- Council Discussion

• Questions and Answers

• Other Items

Manager's Quarterly Report Accomplishments Jan 2022.pdf
2022 MBO's.pdf
Capital Projects.pdf
01 28 - PR - Council Meeting Follow-up.pdf
Memo_FY2022 Financial Forcast - As of December 31 2021 - Final 1-27-2021.pdf
December 2021 - Revenue - final - 1-27-2022.pdf
December 2021 - Expenditures - final 1-27-2022.pdf
FY2022 Financial Forecast - Rev. vs Expenses as of December 31 2021 - Final 1-27-2021.pdf

CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

Tim George
Acting City Manager

MEMORANDUM

To: City Council
CC: Department Heads
Date: January 31, 2022
RE: City Manager's Quarterly Update, January 2022

The last quarter was very busy, but also very productive, for the City of Greenbelt staff. With Covid-19 hanging over everything, staff was able to maintain the high quality of service we provide to our residents, continue to advance City projects and accomplish our MBOs. Police and Public Works maintained uninterrupted service levels and Recreation continued to fluidly adapt, and readapt, to the changing Covid-19 protocols. The entire staff stepped up and flexibly worked together to continue "operations as usual" in very unusual circumstances.

This memo briefly highlights a number of key accomplishments over 2021-Q4.

City Election – first time in Greenbelt we added expanded absentee voting in the form of mail-in ballots. The election turn out this year was higher than in previous years, and despite a few hiccups along the way, went fairly well. The City Clerk's office did an admirable job with this new process and a quick review of comments from the Community Survey (before we sent them off to UMD) suggest that most of the residents were happy, overall, with the election process.

ARPA Funding Support – CARES and Economic Development have disbursed nearly $1.3M in ARPA funding to rental resident, homeowners and Greenbelt businesses. We continue to process rental/mortgage relief applications. Economic Development is working with City Administration on redirecting remaining funds to support workforce needs of our businesses.

Greenbelt ARPA Funds Assistance Programs Update (as of 1/24/22)
Rent and Utility Assistance
- 177 Greenbelt Households were granted assistance totaling $669,673.23 (Households can reapply for assistance up to $10,000 per household)

Mortgage and HOA fee Assistance
- 3 Greenbelt Households were granted assistance totaling $6,525.53 (New inquiries for this program have been received but no full applications have been completed to date.)

Business Improvement and Recovery Fund*

- 24 businesses and nonprofit organizations were granted assistance totaling $400,000

***** After meeting with The Granite Building owners and sharing information about ARPA and the state's Project Restore Grant, four of their businesses were awarded state funds.

ARPA Engagement Plan – Staff worked internally on developing an ARPA Engagement Plan and then brought in Raftelis to assist in formalizing and finalizing that plan. With Council's approval on Jan 24, staff is excited to get to work setting up our public engagement sessions. The Plan includes three (3) public meetings, four (4) focus groups, a survey and social media presence to solicit input from City residents, businesses and stakeholders. The results of this effort will be list of potential projects for Council and community consideration.

Studio Upgrades – The PIO department has managed several upgrades to the studio from the end of 2021 until now. Completed to date:

- Worked with Verizon and Comcast to ensure a good and clear cable connection
- Incorporated a new captioning system via Zoom during live meetings to meet the accessibility needs of our residents
- Updated an overly crowded media rack into two media racks (one dedicated to media and one dedicated to audio)
- Upgraded the cable television monitors for Comcast and Verizon
- Labeled and mapped the back-end of the media racks for easy troubleshooting
- Upgraded our CableCast System from version 6.6.1 to 7.4.2.

Four Cities Waste Reduction and Education Initiative Grant ($100K) – this is a grant for the acquisition and operation of Bigbelly "smart" bins. Bigbelly trashcans are "smart" bins that leverage technology in an effort to optimize/improve efficiencies. The cans will tell you when they are full/not so you are not wasting trips to check on bins. You can further utilize the data to determine need – does this area need more/less cans.

Greenbelt Road (MD 193) Improvements Project – The City is working with consulting firm Kittelson & Associates on $55,000 MWCOG-TLC grant for the Greenbelt Road (MD 193) Corridor Plan, which focuses on a nearly two-mile segment of Greenbelt Road between Baltimore and Kenilworth Avenues. The plan is intended to create a cohesive vision for the future of the corridor and is seen as a next step in building on the recommendations of the 2018 Urban Land Institute (ULI) report *Creating a Future for Greenbelt Road/MD-193*. A technical kick-off meeting held on December 9, 2021, was attended by staff from the Maryland State Highway Administration, Prince George's County, M-NCPPC, WMATA, the City of Greenbelt, the Town of Berwyn Heights, and the City of College Park. Upcoming public visioning meetings and work sessions are planned for February and March with a final report anticipated in Summer 2022, that will identify short- and long-term recommendations for the corridor, proposed next steps, and potential funding sources.

FY 2022
Management Objectives

As of January 31, 2022

CITY COUNCIL
Set policy and direction for the city.
Ongoing.
Represent the city's interests with federal, state and regional agencies.
Ongoing. Legislative priorities meeting held with the city's delegation on January 25, 2022.
Meet regularly with major "stakeholders" in the city.
Ongoing.

ADMINISTRATION
Implement Council's goals and policies.
Ongoing.
Monitor legislative proposals at the county, state and federal level that can impact Greenbelt.
Ongoing.
Update the Greenbelt Road Corridor Improvement study.
The City is working with consulting firm Kittelson & Associates on the Greenbelt Road (MD 193) Corridor Plan, which focuses on a nearly two-mile segment of Greenbelt Road between Baltimore and Kenilworth Avenues. The plan is intended to create a cohesive vision for the future of the corridor and is seen as a next step in building on the recommendations of the 2018 Urban Land Institute (ULI) report Creating a Future for Greenbelt Road/MD-193. A technical kick-off meeting held on December 9, 2021, was attended by staff from the Maryland State Highway Administration, Prince George's County, M-NCPPC, WMATA, the City of Greenbelt, the Town of Berwyn Heights, and the City of College Park. An upcoming public visioning meeting is planned for February 10, 2022, and all are encouraged to attend. Preliminary recommendations will be discussed at a Council work session on March 16. The final report, anticipated in Summer 2022, will identify short- and long-term recommendations for the corridor, proposed next steps, and potential funding sources. The project is made possible by a $55,000 grant from the Metropolitan Washington Council of Governments Transportation Land-Use Connections (TLC) program awarded to the City in Summer 2021.
Continue to oppose the proposed Maglev train and widening of the Baltimore-Washington Parkway and I-495.
Continuing to work with Jill Grant & Associates to correspond with agencies regarding the city's opposition to the Maglev.

Implement an ARPA Engagement Plan and Identify Spending Opportunities
Ongoing – Staff has developed an ARPA Engagement Plan that includes three public meetings, four focus groups, a survey and social media presence to solicit input from City residents, businesses and stakeholders. The results of this effort will be list of potential projects for Council and community consideration.

ECONOMIC DEVELOPMENT
Work with the local business community to identify resources needed for business relief, recovery and long-term sustainability.
Engaged with 189 businesses and nonprofit organizations to perform general check-ins; touch base about Covid-19 related recovery efforts; share information; and respond to inquiries about business resources, as well as opportunities to collaborate.
Provide ongoing support to Greenbelt businesses recovering from the impacts experienced due to COVID-19.

• *Launched round 2 of the Greenbelt Business Improvement and Recovery Fund. Awarded 18 businesses and 6 nonprofit organizations with grants totaling $400,000. Currently exploring updates to application criteria for remaining $100,000 of funding.*
• *Provided technical assistance to 45 businesses and nonprofit organizations on the following topic areas:*
    • *Respond to questions about specific Covid-19 relief programs (i.e. GBIRF, Prince George's County eServices Grant, Restaurant Resiliency Fund, etc.).*
    • *Identify opportunities for organizations to connect and network with other local organizations.*

Implement strategic economic development goals and objectives established based upon Council's overall vision for Greenbelt.
Met with Acting City Manager to discuss strategic initiatives to further align with Council's goals. Work Session scheduled for February 2022 to further discuss economic development strategies.
Promote economic development initiatives that support business attraction and retention in Greenbelt.
• *Sent out 8 Business Brief Newsletters (7 monthly Business Briefs and 8 informational update newsletters) to over 2,900 subscribers.* • *Working closely with Black History Month & Culture Committee on the development of a two-part business panel focused on startup and growth strategies of black-owned businesses.* • *Providing support to the Food Truck Festival Committee in collaboration with the Recreation Department for the food truck event that they are hosting in Spring 2022.*
Restructure the Economic Development revolving loan fund to support COVID-19 recovery, and business retention or attraction initiatives.
Currently in discussions with a local community development financial institution (CDFI) about their role in supporting loan funds developed by municipalities.

HUMAN RESOURCES
Continue to scan current employee files into Laserfiche (document management system) and work toward an electronic onboarding process.
Scanning process is ongoing. The electronic onboarding process has eliminated the use of paperwork and saves the organization cost in purchasing paper.
If funding is approved, request proposals and contract with a firm to perform a salary and compensation study.
The Job Classification and Compensation Study RFP has been posted on the city's website. Responses from interested parties are due by February 18, 2022.

FINANCE
Upgrade or replace the current financial system to eliminate most manual processes and allow enhanced automated financial processes including: 1) allow electronic payments to/from city accounts; 2) allow electronic purchase order approval process; 3) allow time clock integration; and 4) provide digital copies of documents instead of paper files.
In progress. Waiting on best and final quotes and specific implementation timeline/plans from selected vendors. Once this information is received, the team will conduct an apple to apples comparison, select a final vendor and then submit for Council review and approval.
Review and update the Investment Policy.
In progress. Working with Davenport on this goal.
Update and produce a written financial policies and procedures manual.
In progress.

INFORMATION TECHNOLOGY
Work with departments to make most effective and efficient use of IT resources.
Ongoing.
Upgrade city computers to Windows 10 and Office 2019.
Making good progress. About 90% done.
Expand Laserfiche document management solution to the Finance Department.
Ongoing. HR has implemented electronic onboarding for new employees. The City Manager's office is getting started by setting up file structures and scanning documents as time permits. Finance is on hold pending a new financial system. Police have expressed interest. May need to look at a city-wide LaserFiche person to help departments.
Continue systematic camera upgrades and expansion.
Ongoing. Schrom Hills Park cameras are installed, waiting on a Comcast circuit at the clubhouse. Franklin Park will be started this winter/spring.
Participate in cable television negotiations, leadership of county-wide Institutional Network (I-Net), COG and MML IT groups.
Ongoing. Nearing a Comcast agreement.

PUBLIC INFORMATION
Create Council Meeting summaries for social media.
Topics are posted to social media, with a goal to post more. There was a GovDelivery e-bulletin called "This Week in Greenbelt" that was temporarily placed on hold due to the pandemic and being short staffed. This e-bulletin detailed all council meetings and board and committee meetings with links to find more information about agenda items. Currently looking into getting this up and running again.
Upgrade the Municipal Access playback system.
The equipment update is complete and working properly.
Create a manual for studio operations.
The process has begun and will be incorporating edits after the completion of the system upgrade.
Continue to enhance and improve our current communications platforms.
We are continuing to serve all departments with their PIO needs. To be more efficient and provide excellent customer service, we've implemented a PIO online request form for departments to submit their requests for social media, video, flyer design, photography, website updates, etc. online.
Create hybrid Live/Virtual meeting format.
We are continuing to work with vendors to complete the studio upgrade to be able to accommodate hybrid live/virtual meetings in the future.
Find a way to caption hybrid meetings.
We have fixed the current captioning issues with Zoom and are continuing to work with vendors to be able to caption hybrid live/virtual meetings in the future.

GREENBELT MUSEUM
As conditions with the pandemic allow, reopen the Museum incorporating recommended best practices for safe operation of tours and programs.
Unfortunately, the Museum house remains closed for drop-in tours on Sundays due to space limitations in the house, lack of good ventilation, and concern on the part of Museum docents about returning to normal operations. Museum staff continues to communicate with docents regarding re-opening. However, Museum staff are conducting virtual tours of the house and small group tours scheduled in advance. In addition, a series of free walking tours was held throughout the summer of 2021 and was well attended. Free walking tours will resume in March 2022. Museum lectures are continuing to be offered via Zoom and have generally seen increased attendance as a result. Museum staff are regularly monitoring safety precautions and look forward to resuming all regular operations as soon as it is safe to do so. The Museum participated in person in the annual craft and art sale.
Continue to support the Friends of the Greenbelt Museum in a Capital Campaign to raise funds for its portion of the transformation and operation of the expanded museum.
FOGM and the Museum Director have raised an additional $100,000 bringing the total to $275,000 raised thus far in the quiet phase of the Capital Campaign (the earlier figure of $300,000 was incorrect because one of the grants received was for $50,000, not $75,000 as was originally reported). Funds have been raised through naming opportunities, grants from the Maryland Heritage Areas Authority/Maryland Historic Trust (MHAA/MHT) and the Redevelopment Authority of Prince George's County, as well as through participation in the Community Investment Tax Credit Program through the state of Maryland. FOGM, in consultation with the Director hired a fundraising consultant in December. The public phase of the Capital Campaign will begin in the first quarter of 2022. The start of the public phase was delayed because of the former FOGM President cycling off the Board and the new President taking on that role.
Collaborate with Friends of Old Greenbelt Theatre to install the 75th anniversary timeline exhibit in the Screening Room, their second space.
The Museum Director met with the Executive Director of the Friends of the Greenbelt Theatre multiple times in late 2021. We toured the new second space and discussed the installation of the timeline panels. In addition, it was agreed that the Museum Director will provide a selection of high resolution photographs depicting Greenbelt history for the wall opposite the timeline exhibit.

PLANNING
Continue to oversee the design, permitting and construction of the WMATA connection trail.
Design and engineering continue to progress. Staff has been working with Woodlawn and WMATA staff to finalize design details and address complex engineering questions. City Council approved a Resolution of Negotiated Purchase for Dewberry engineering that will allow engineer work to continue once Woodlawn has fulfilled its financial obligation. City staff has been working with MDOT staff on meeting the requirements of the Transportation Alternatives grant program. Staff has submitted the required plans/documents to MDOT for the project to go through NEPA review.
Oversee the review of major state and federal projects including the I-495/I-270 Managed Lane Study, SCMaglev, and the relocation of the Bureau of Engraving and Printing to BARC.
While the project has been paused, staff continues to monitor the project and share new information with Jill Grant & Associates as appropriate.
Work with the county on the rollout of the new Zoning Ordinance, including the Greenbelt Neighborhood Conservation Overlay Zone.
The District Council approved the Countywide Map Amendment on Monday, November 29, 2021. The new Zoning Ordinance, Zoning Map, and Subdivision Regulations take effect on April 1, 2022.
Obtain grant funding for the implementation of Phase 2 of the Gateway Sign project and oversee installation of remaining welcome signs.
Staff continues to work on implementation of Phase 1 signs and researching grant funding for implementation of Phase 2. Construction details/plans for both the Southway sign and pole mounted signs were finalized in October 2021. Pole sign details continue to be in review by the State Highway Administration. Staff has received and responded to initial comments and has continued to solicit finalized information from SHA regarding approval. A final cost estimate for the Southway sign based on revised construction drawings was received in mid-January, and follow-up is being conducted. Staff anticipates recommending an award of contract for both sign designs to the City Council in March/April.
Manage the review of the Beltway Plaza redevelopment and other development projects within the city.
Staff managed the review of the Detailed Site Plan for phase 1 and Beltway Plaza has received County approval of its Detailed Site Plan for Phase 1. Franklin Park at Greenbelt Station filed for oral argument which the County Council heard on January 10, 2022. The County Council voted to uphold the decision of the Prince George's County Planning Board.

COMMUNITY DEVELOPMENT
Complete the implementation of the portability of Community Development software to assist inspectors while in the field. Sustain at least a 20% rental inspection rate for all multi-family apartment developments.
No progress this quarter.
Continue to work with the county on the licensing of short-term rental properties.
Staff reached out to Ms. Bolling, Director of Department of Permitting, Inspections and Enforcement to convey the challenges the City has had with the County's short-term rental (STR) program and compliance between the City of Greenbelt and the County. Ms. Bolling acknowledged the County was having significant challenges with the platforms complying with County laws and regulations regarding STRs so much so that DPIE had to propose additional legislation to force platforms to provide enforcement information. With the recent passage of this legislation Ms. Bolling expressed confidence that the County will be able to work in a more cooperative and collaborative manner going forth. County staff has agreed to meet it with City staff and it is expected the meeting will be scheduled in the immediate future.

POLICE
Community Safety: Community safety is the priority of the Police Department. This overall goal determines how the department focuses its efforts in the areas of community outreach, enforcement, staff development, and the use of technology.
The department has been limited due to Covid for in person and outreach programs. However the department held several community forums in December 2021. The department in planning to host a Citizen's Police Academy in March of 2022. *The City experienced an increase in certain types of violent crime during the end of 2021. The department adjusted staffing to meet the change and address the increase in crime through modified staffing and investigations*
Community Outreach: The department recognizes that to be successful there needs to be partnerships with all of the residents of Greenbelt. The Department will take every opportunity to develop relationships and build trust with our community.
The department worked on implement and refining a communications program which included changes to the weekly crime report. Based on resident feedback the department has continued to enhance the report to meet the needs of the city. The department also continues to provide relevant public safety information on various media platforms. *The department is planning to implement PSA and crime prevention videos in 2022 to enhance crime prevention efforts.*
Develop Staff: Providing department staff with training, career opportunities, education and promotion will reduce turn over and create a stable department to meet the needs of our community.
The department completed all of the state mandated training as well as completing biased based policing training with the African American History Museum. The department has expanded on de-escalation training and is preparing to add several programs for FY22 related to mental health and de-escalation. The department is also preparing to introduce training programs related to the upcoming legislative changes.

ANIMAL CONTROL
Install a Catio (Cat Patio) at the Animal Shelter.
No progress.
Raise citizen awareness with regard to sharing our environment with wildlife animals.
Animal Control has created flyers and pamphlets to share with the public throughout the city in public areas and via social media. Animal Control will begin to make awareness in March 2022.
Install new windows on the Animal Shelter.
No progress.
Continue to establish working relationships with animal resource organizations.
Animal Control has continued working on these relationships and improving relationships with Pat Hall, Prince George's County Animal Control, and the College Park Animal Control entities. Pat Hall has proven to be very helpful with the feral cat colonies to the rear of CVS Beltway Plaza Mall.
Raise awareness regarding animal cruelty with the assistance of the Greenbelt Police Department.
Animal Control Supervisor is working with the Police Department's PIO to create a weekly message during Animal Cruelty Prevention Month, coming up in April. Awareness will be made via social media and poster will be posted in common public areas.

PUBLIC WORKS ADMINISTRATION
With the possible retirement of a number of longtime employees, continue to review how the department is organized.
This is an ongoing evaluation. Most, if not all, of the recommendations as outlined in the Organization Assessment have/are being implemented. In fiscal year 2022 we have had five (5) employees retire. In fiscal year 2023 we anticipate additional retirements. Two of the three Supervisor positions in fiscal year 2022 have been filled by in- house employees. The Facilities Manager and Refuse and Recycling Supervisor positions have been filled. The department is also providing supervisory training to various employees in hopes of filling the supervisor's position in-house. The department continues to cross train employees and provide opportunities to those who are interested. At this time, fluctuation (recruitment/retainage) of manpower has been an issue. We currently have over 10 vacant positions.
Reduce the city's greenhouse gas generation in-line with state and COG goals (20% lower than 2005 level by 2020 and 80% by 2050).
Implementing energy saving work is ongoing. The scope of work has been identified in each city building. MEA FY 2021 grant funding has been approved for $54,380. The funding includes installation of another electric charging station at Public Works and lighting upgrades at the Municipal Building. The lighting fixtures and EV charging station have been ordered. *Electric Vehicle charging stations have been proposed and will be installed at various locations throughout the city. Pepco installed two electric charging stations (Schrom Hills Park and Springhill Lake Recreation Center).* *Reducing fuel consumption is a vital part of reducing greenhouse gas emissions. The department continues to purchase electric and hybrid vehicles when applicable. Six additional hybrid police pursuit vehicles, one hybrid SUV and one electric vehicle were approved to be purchased in FY 2022. With the city purchasing all of its electricity using wind credits as of July 2011, the city's carbon foot print has been reduced 73% since 2005.* *The solar farm project has been approved by Council and the Power Purchase Agreement has been signed by the developer and the city. Awaiting Pepco interconnection approval. Completion is projected for June 2023.*
As required by the city's participation in the Maryland Smart Energy Communities program, continue to reduce electricity usage.
Energy policies were put in place and enacted to comply with the grant requirements. Phase I (2013) granted $63,935. Fixtures were changed at the indoor pool, outdoor pool, Springhill Lake Recreation Center gym and Youth Center gym. Energy efficient fixtures translate into lower energy consumption. Phase II (2014) granted $80,000. Fixtures were changed at the Police Department, indoor and outdoor; and at Public Works, Building 2 and outdoor. Phase III (2015) granted $100,000. Fixtures were changed at the Community Center Gym and 1967 wing, and at Springhill Lake Recreation Center and Skate Park. Phase IV (2016) was submitted for energy savings at the Public Works Buildings 1 and 3, and the Youth Center interior but were denied by MEA. This project was re-submitted and

awarded in Phase VII (2019). Phase V (2017) granted $58,500 to install solar panels at the Springhill Lake Recreation Center. Phase VI (2018) granted $15,000 to purchase an Electric Vehicle and install a charging station. Phase VII is a re-do of Phase IV and granted $50,000 to retrofit lights at the Youth Center and Public Works. Phase VIII was submitted for a portable solar electrical charging station, but was denied by MEA. Phase IX granted $54,380 for an EV charging station and lighting improvements at the Municipal Building. Electricity usage has declined by 21% from the inception of the program.
Provide training opportunities for staff in their fields of expertise.
Conducted in-house training of all employees in storm water pollution prevention. Individual training in Sustainability, Building Codes, Energy Conservation, Skid Steer and Backhoe/ Heavy Equipment Safety, etc. Monthly safety training sessions are now being conducted on various topics.

MULTI-PURPOSE EQUIPMENT
Incorporate additional alternative fuel vehicles into the city fleet when possible.
Work continues. Hybrid vehicles are being purchased for the Police Department. All electric vehicles are being purchased for Code Enforcement and Public Works Administration.
Look for ways to reduce fuel consumption.
Hybrid and electric vehicles are currently being purchased when possible.

STREET MAINTENANCE
Keep streets and public walkways passable during weather and emergency events.
Ongoing as needed.
Annually check all centerline, crosswalk, stop line, bike lane and other street markings to confirm they are kept at appropriate safety levels.
Ongoing. Assessments are done every year.
Continue updating and replacing street signage in compliance with the Manual of Uniform Traffic Control Devices (MUTCD).
Ongoing. Assessments are done every year.
Repair and upgrade walking paths when they become deficient.
Ongoing. Assessments are done every year.
Conduct an annual survey of street, sidewalk and bike lane conditions using GIS technology.
Ongoing. Assessments are done every year.
Using Capital Projects funds, resurface Parkway, Ridge Road from Southway to 1 Court Ridge Road, Northway from Ridge Road, and Lakeside Drive from Lakecrest Drive to Maplewood Court.
Ongoing. Resurfacing of streets identified above is complete. Miscellaneous concrete and street base repair to be completed in the Spring.

FOUR CITIES STREET CLEANING
Provide high quality street cleaning service to the Four Cities Coalition.
Ongoing, everyday commitment.
Sweep all city streets a minimum of eight times per year.
Ongoing.
Meet semi-annually with the other communities to review operations and potential efficiencies.
Ongoing. The Director meets quarterly to discuss public works operations.

WASTE COLLECTION
Promote recycling to customers and the community to expand knowledge and participation of recycling.
The department will continue to provide education training to kids in schools. It will also attend city events to promote and educate citizens about recycling.

ROOSEVELT CENTER
Maintain the Center as an attractive community gathering place and as a focal point of outdoor festivals and music.
Holiday lights, grant to clean/preserve the Mother & Child statue and additional lighting were done in fiscal year 2021.
Maintain the physical structure of the theater.
Ongoing – facilities and building maintenance.

PARKS
Maintain Tree City USA status.
New application was submitted in December 2021.
Conduct a National Public Land's Day activity to support the city's green ecosystem.
Complete. Event held at Fire Fly Sanctuary and included invasive and perennial plantings.
Conduct an Earth Day event to improve the natural environment.
Event location to be determined.
Implement recommendations of the Tree Master Plan.
Ongoing. Tree plantings are targeted in Greenbelt East.
Continue to pursue funding for environmental programming.
Complete. Awarded grant to pursue purchase of electric vehicle and construction supporting EV infrastructure. Awarded grant to pursue energy efficiency electrical upgrades to the Municipal Building.

GREENBELT CONNECTION
Provide high quality, reliable and responsive service to the Greenbelt community.
Continues to be a well utilized service, even in a pandemic.

CARES
Explore avenues to integrate teletherapy into ongoing services and programs.
CARES is working with the Police Department to pilot Crisis Services using iPads in February 2022 to provide telehealth.
Explore avenues to integrate virtual learning into ongoing services and programs.
The GED program is being offered virtually and in person. Therapy sessions are being offered virtually.
Work with Administration on the Space Study to explore opportunities to expand CARES office space.
CARES is awaiting approval of the Space Study to begin working with a consultant on space needs.

ASSISTANCE IN LIVING
Work with CARES clinical staff and Green Ridge House staff to provide mental health resources and services to Greenbelt residents.
Mental health services are being provided through grants to residents at Green Ridge House.
Seek to expand community partnerships with universities and community health programs.
The GAIL program is working with the county Health Department on Flu clinics. Will coordinate distribution of Rapid Tests obtained from the county.

SERVICE COORDINATION PROGRAM
Provide case management and information services to the residents of Green Ridge House.
Ongoing services provided.
The Service Coordinator will continue to pursue her Service Coordinator Certification from the American Coordinator Association.
Service Coordinator received her certificate in FY 2021.

RECREATION ADMINISTRATION
Update the Recreation online registration page (RecLink) via a transition to the NextGen WebTrac User Interface.
Complete.
Review diversity, equity, and inclusion as it pertains to recreation programs and facilities.
In progress. The Recreation Department is reviewing program and service delivery and identifying barriers that would limit equitable opportunity for residents to participate.
Review virtual programming since virtual offerings will likely remain despite an eventual return to normal operations.
In progress. As in-person classes return to recreation facilities, staff will determine which classes will remain virtual or offer some type of hybrid opportunity.
Evaluate the department's organizational structure to determine if the current structure, adopted in 2002, permits maximum efficiency as roles are redefined with the natural evolution of the recreation field.
In progress. Recommendations will be prepared for the FY 2023 budget.
Develop an educational component to the Park Ranger program.
In progress. Park Rangers worked with summer camps to hold nature classes. Rangers will confer with Museum Director to assist in historical/informational tours.

RECREATION CENTERS
Update Youth Center and Springhill Lake Recreation Center game rooms to create a more inviting environment for visitors of all ages to use for leisure or recreational time.
In progress. Staff are holding user group meetings with youth to receive input on what they would like to have in both centers.
As bike infrastructure improves in and around the City of Greenbelt, establish a Bike Education Program to ensure that citizens of all ages and abilities will have the skills and confidence to ride.
No progress. We will be looking to replace our in-house bike instructor who resigned this summer.

AQUATIC & FITNESS CENTER
If funding is approved, proceed with retiling the locker room foyer area on the pool access side and indoor pool deck drain system.
Complete. Staff will assess the new tile over the next several months.
Work with the Greenbelt Municipal Swim Team to allow safe access to the pool for practice and meets.
Complete. The GMST were able to get back into the pool for the spring, summer and fall seasons. Winter sessions are being scheduled.
Establish a virtual fitness program.
No progress. Staff attention has been directed to keeping the facility open.

COMMUNITY CENTER
Manage shared use of the Ground Floor East space until a dedicated use is determined.
In progress. The space is being used by both CARES and Recreation.
Research digitized system for display of facility schedules.
In progress. Research is underway.

GREENBELT'S KIDS
Plan and implement Mobile Recreation Unit program.
In progress. The new recreation van is being outfitted and will be ready for use this spring. Recreation staff are working with the Greenbelt Police Department so that they are included in programming.
Provide a comprehensive summer program at Springhill Lake Recreation Center, with consideration given to programs provided in Greenbelt West by M-NCPPC.
Complete. An eight-week summer program was held at SHLRC during the summer of 2021. Attendance reached maximum capacity.

THERAPEUTIC RECREATION
Continue to evaluate the department's inclusion program.
Ongoing. Provided inclusion support for all summer camps and summer programs.
Continue to connect and communicate with seniors as the Community Center begins to reopen and senior programs return.
In progress. In-person senior programs began this fall in the Community Center and at Schrom Hills Park. Staff will continue to add senior programs with a methodical safe approach.

FITNESS & LEISURE
Collaborate with Greenbelt Tennis Association to provide new special events to promote the association and increase community awareness and membership.
No progress.
Continue to offer a group cycling series.
No progress due to the resignation of a Recreation Coordinator that was a certified cycling instructor. However, we did support the Tour de Greenbelt during Labor Day Weekend.
Explore option for offering a new adult recreational level drop-in sports program.
In progress. Adult badminton, pickle ball and futsal are scheduled at SHLRC and YC gyms. Staff will continue to asses other recreational opportunities for adults.

ARTS
Coordinate with Quantum Companies and the Department of Planning and Community Development to explore opportunities for public art in the Beltway Plaza redevelopment project.
In progress. Staff have met with Quantum representatives and reviewed detailed site plans. We have agreed to move forward in partnership, with the City taking the lead on an artist selection process and Quantum overseeing installation and maintenance of commissioned artwork. Public art in the Beltway Plaza redevelopment will be funded by the developer(s). The time horizon for commissions is estimated at about 5 years, pending Quantum's progress on the site redevelopment.
Restore exhibition programming as city facilities are reopened to the public. Enhance the digital media aspects of sponsored shows.
Complete. Art displays resumed in Council Chambers in tandem with the advent of livestreamed meetings. The first two exhibits were shared with the public digitally, and in-person access has since resumed. *The Greenbelt Community Center Art Gallery reopened in the fall, with in-person access available daily. Shows have included digital content such as audio recordings and video interviews linked from the gallery and shared online.*

SPECIAL EVENTS
Continue to work with citizen groups to assist in coordination of special interest events.
In progress. Staff continue to work with community organizations to assist in the planning and coordination of certain special events. This model of operation has proven to be successful. Black History Month programming is complete, and the brochure has been posted online.
Develop a strategy to address the increase in attendance at community special events.
No progress due to lack of large community special events during the pandemic.
Review and evaluate Festival of Lights events.
In progress. Change in event name to Winter Lights Festival.

Capital Projects
Pedestrian/Bicycle Master Plan – Continue implementing the recommendations of the pedestrian/bicycle master plan
The Planning staff continues to work with the Advisory Planning Board (APB) to update the Pedestrian/Bicycle Master Plan. At this time, the Board has discussed nearly all of the individual recommendations in the 2014 Ped/Bike Master Plan. During these discussions, the Board has highlighted recommendations to be removed or modified. The Board has also created a list of recommendations to add to the plan. One of the Board's focus areas during these discussions has been how the inner pathway system interacts with the sidewalk network. At this time, all of the notes have been compiled into a document that has been circulated to the Board. This document is on the February 2 APB agenda and it is anticipated to formalize over the next two meetings.
Bus Stop Accessibility Study – Begin implementing the bus stop accessibility study. Additional bus shelters will be considered as part of this work.
Bus stop improvements are addressed during street repaving projects as feasible. The new bus shelter on Hanover Parkway at Hunting Ridge has been completed. The concrete pad for a new bus shelter at the new multi-family development on Cherrywood Lane has been installed and Planning staff will be coordinating with Public Works on installation of a shelter. Staff has been researching solar light options and plans to test pilot a fixture soon.
Street Resurfacing – Resurface Parkway, Ridge Road from Southway to 1 Court Ridge, Lakeside Drive from Lakecrest to Maplewood and Northway from Hillside to Ridge.
Resurfacing of streets identified above is complete. Street base repair is scheduled to be completed in the Spring. Areas in Greenbelt Central, East and West have been identified and will be prioritized.
Miscellaneous Concrete Repairs – Ongoing repair of sidewalk and driveway apron infrastructure throughout the city.
Majority of the miscellaneous concrete work has been completed. Any remaining work will be scheduled for the Spring.
Greenbrook Trails – Improve trails and pathways under an easement agreement with Greenbrook.
No progress this quarter.
Dog Park – Upgrade the existing park and/or the installation of a second dog park, once a location is identified and approved.
Public Works is waiting for permits to run a new waterline to the existing dog park. Staff is monitoring the park and new policies enforced. Owners are obtaining permits. Staff is ready to follow-up on locks as approved when Council confirms that remains desired.
Attick Park Parking Lot – Renovate the Attick Park parking lot.
The City Council awarded a contract to E&R Services and staff is working on contractual documents. Staff is submitting grant reports as required. It is anticipated that construction will begin in early March 2022.

Playground Improvements – Install a new outdoor fitness area in Greenbelt Station.
At the request of Greenbelt Station HOA, Neighborhood Design Center (NDC) will design a comprehensive recreation amenities plan. The process will include community engagement, staff and advisory board input and a City Council work session. Staff is working with NDC on a MOU. The plan is scheduled to be completed in September/October of 2022.
Outdoor Pool Sand Filter
No progress this quarter.
Tennis Courts Color Coat – New color coat at the Braden Field courts 5-8 and Lakecrest tennis courts.
Staff has prepared a program open space development application and has submitted it to the County for the required letters of support. It is anticipated the application will be submitted to the State in early February 2022 for Board of Public Works approval.
Gateway Sign Project – Complete Phase I of the Gateway Sign project that includes the Southway welcome sign and a couple pole signs
Construction details/plans for both the Southway sign and pole mounted signs were finalized in October 2021. Pole sign details continue to be in review by the State Highway Administration. Staff has received and responded to initial comments, and has continued to solicit finalized information from SHA regarding approval. A final cost estimate for the Southway sign based on revised construction drawings was received in mid-January, and follow-up is being conducted. Staff anticipates recommending an award of contract for both sign designs to the City Council in March/April.
Cleaning/Repairs to Bas Reliefs and Mother and Child Statue
Cleaning and repairs have been completed. Staff is exploring the best approach to addressing improving the aesthetic appearance of the base. This work was not included in the scope of work approved by MHT and funding through grants. Staff recently finalized the content of the interpretive sign that is to be located in the immediate vicinity of the Mother and Child Statue, and it is expected the sign will take seven weeks to fabricate; installation will immediately follow.
Greenbelt Station Trail
Design and engineering continue to progress. Staff has been working with Woodlawn and WMATA staff to finalize design details and address complex engineering questions. City Council approved a Resolution of Negotiated Purchase for Dewberry engineering that will allow engineer work to continue once Woodlawn has fulfilled its financial obligation. City staff has been working with MDOT staff on meeting the requirements of the Transportation Alternatives grant program. Staff has submitted the required plans/ documents to MDOT for the project to go through NEPA review.

Transportation Land-Use Connections (TLC) Greenbelt Road Corridor Plan
Staff has been coordinating with Kittelson & Associates, Inc., to complete the project. A technical kick-off meeting was held on December 9 with staff from MDOT SHA, WMATA, M-NCPPC, MWCOG, Prince George's County DPW&T, Berwyn Heights, and College Park in attendance. A project webpage is anticipated to be Staff will provide a project briefing to City Council on January 24, to the Four Cities meeting attendees on January 27, and to the Berwyn Heights Town Council on February 7. Public engagement is planned for February and March, with a Visioning Meeting to be held on February 10, a Council Work Session to be held on March 16, and a virtual comment map to be open to the public from February 10 through March 31. Meeting invites will be sent and public notice will be posted in advance. It is anticipated the project will be completed by the end of June 2022.
Wayfinding Plan – Planning Assistance to Municipalities and Communities Program (PAMC)
In coordination with County Planning staff, city staff has drafted a scope of work for the completion of a City-wide Wayfinding Plan through the county's PAMC program. The scope of work is going through the County's internal approval process, and will then proceed to through the County's procurement process with the County's list of on-call consultants. The County will review and select bids, and then bring the proposal to the Planning Board for approval. Once approved, a Notice to Proceed will be issued. Staff anticipates that the County will reach back out once the Notice to Proceed is issued, and anticipates that the project will begin around July 1, 2022. PAMC projects typically take 18 months to complete and are completed at no cost to the city.
Hanover Parkway Bicycle Facilities Plan
Efforts to obtain federal funds were unsuccessful. Staff continues to research grant funding opportunities and will pursue funding as opportunities present themselves.

Regular Meeting 11/22/2021					
Date	***Name***	***Petition/Request***	***Department / Staff***	***Resolution***	***Council/ Resident Follow-up Date***
11/22/21	Lore Rosenthal	Asked if the space study can indicate which buildings are currently using gas.	DPW - Jim/Brian K	City staff already has a list of buildings with gas service.	***Replied to Ms. Rosenthal 12/8***
11/22/21	Bill Orleans	Requested that the Ethics Commission review all candidate financials, not just the winners.	City Council/Bonita	TBD	
11/22/21	Ed Fallon	Can the City add evictions to the Monthly Administrative Reports?	Liz and/or Terri	Information will be added as received	***No further action***
11/22/21	Daniel Theise	What is the status of the Reparations Committee?	City Council	**TBD**	
11/22/21	J Davis	What is Pepco doing with the vegetation management plan	DPW, Brian Townsend	There is no scheduled Pepco work	***Replied to Council 12/8/21***
11/22/21	J Davis	Status of the Space Study, 2nd reading	DPW, Brain Kim and ACM George	The 2nd Reading and approval occurred on 10/25	***Completed - Emailed Council***
11/22/21	J Davis	Inquiry on status of ARPA plan and spending	Admin, ACM George	Draft Engagement Plan Work session on 12/20	***Completed - ARPA Meeting Scheduled for 12/20***
11/22/21	J Davis	Davis - Green ACES, School Boundaries and School Redistricting opinions	Staff Liaison	Added to the list of meetings to schedule in February	

Regular Meeting 12/13/2021					
Date	***Name***	***Petition/Request***	***Department / Staff***	***Resolution***	***Council/ Resident Follow-up Date***
12/13/21	Bill Orleans	Requested who called for the Special Meeting on Nov 1	Admin	Meeting was called by Ms. Pope, (Mr. Putens, Ms. Mach & Mr. Jordan) to address the resignation of Mr. Roberts	***Emailed Mr. Orleans 1/25/22 with email background***
12/13/21	Bill Orleans	Requested the Ethics Commission review all candidates financial disclosures	Council		
12/13/21	Daniel Thies	Requested that Council refrain from speaking during Petitions and Requests and assign the meeting host duties to staff to eliminate perceived oppression	City Council	Request to Council taken under advisement	***No further action***
12/13/21	Ruth White	Requested improvements to Branden Field	City Council	Council asked that she submit her request in writing	***No further action***
12/13/21	Lore Rosenthal	Requested information on the status of the Reparations Committee	City Council/Admin		
12/13/21	Lore Rosenthal	Suggested we remove CC from the Zoom feed on the TV broadcast because it is duplicative	PIO	The CC cannot be removed. Staff is looking to modify it to be more legible	***Emailed a response, 12/15/21***
12/13/21	Renauld Brown	Asked for information on the status of Ms. Ard	City Council	Request to Council taken under advisement	***No further action***
12/13/21	Michael Hartman	Doesn't feel like the GreenAces, or other Advisory Reports, should go straight to consent	Admin/Clerk	Green Aces is scheduled for a February Work Session	***No further action***
12/13/21	John Lippert	Agreed with the P&R from L.Rosenthal and M.Hartman	none	Request to Council taken under advisement	***No further action***
12/13/21	Fred Gasper	Has a presentation he would like to make to Council but will start with the APB Board	none	Request to Council taken under advisement	***No further action***
12/13/21	J. Davis	Only use the terms Greenbelt East, Greenbelt West and Greenbelt Historic	Admin	ACM followed up with admin and Senior Staff, 12/14/21	***No further action***
12/13/21	R Roberts	Asked why we keep dumping hazardous materials (road millings) at Northway Park	DPW	Material will be removed.	***No further action***
12/13/21	K Weaver	Likes the new ARPA updates and requested that it be posted online and in the GNR	PIO/Admin	New ARPA webpage being developed	***No further action***
12/13/21	E Jordan	He would like the PD Crime Report revised to include more data like before	PD/Bowers	PD is working on refining the report.	***12/16/21***
12/13/21	J Davis	Asked for the PD report to be revised, specifically to remove jargon/acronyms and make it more readable	PD/Bowers	PD is working on refining the report.	***12/16/21***
12/13/21	E Jordan	Asked to be kept in the loop with the Electec contract.		Updated the Mayor 1/14/22.	***1/21/22***
12/13/21	E Jordan	Status of CRAB referral questions	ACM/Admin	Staff liaison forwarded concerns to the CRAB co-chairs	***No further action***

Regular Meeting 1/10/2022					
Date	***Name***	***Petition/Request***	***Department / Staff***	***Resolution***	***Council/ Resident Follow-up Date***
1/10/22	Bob Rand	Asked for an update on the status of the City's Reparations Committee	City Council	Request to Council taken under advisement	
1/10/22	Bob Rand	Asked when we were going to update the Petitions and Requests on the website	Admin/PIO	Working towards updating the website and bringing the P&R current	***No further action***
1/10/22	Bob Rand	Asked of a summary of the GARE program and and update on activities	HR-Dawane/ PIO	Presentation planned for 1/24. Monthly updates to Council and the City website	***No further action***
1/10/22	Bill Orleans	Read an excerpt that the News Review did not publish regarding notification of meetings and action taken during Closed Sessions.	Admin		***No further action***
Regular Meeting 1/24/2022					
Date	***Name***	***Petition/Request***	***Department / Staff***	***Resolution***	***Council/ Resident Follow-up Date***
1/24/22	Bill Orleans	Requested who called for the Special Meeting on Nov 1	Admin	Meeting was called by Ms. Pope, (Mr. Putens, Ms. Mach & Mr. Jordan) to address the resignation of Mr. Roberts	***Emailed Mr. Orleans 1/25/22 with email background***
1/24/22	Bill Orleans	Requested the Ethics Commission review all candidates financial disclosures	Council		
1/24/22	Bill Orleans	Requested the information and disclosure of the conversations between himself and Council	Mayor/Council		
1/24/22	Bill Orleans	Requested the Council return to the regular Zoom format	Council/Admin	Taken under advisement	***No further action***
1/24/22	Susan Barnett	Requested that Rep. Hoyer be invited to a City Council Work Session to discuss the Patuxent Research Refuge South Tract land transfer.	Admin	Taken under advisement	***No further action***
1/24/22	Daniel Theise	Stated concern that the GARE project adversely effect the reparations discussion	Admin	Taken under advisement	***No further action***
1/24/22	Michael Hartman	Spoke to concerns about the City clearing "curb cuts" of ice/snow when plowing City streets	DPW	Addressed the concern with DPW on 1/25. Emailed Hartman on 1/26.	***No further action***
1/24/22	Michael Hartman	Requested that we add instructions/clarify the "Contact Us" process on the website	PIO	Contact Us page is being updated to add links and clarity. Responded to resident 1/26	***No further action***

CITY OF GREENBELT

MEMORANDUM

DATE: January 27, 2022

TO: Tim George
Acting City Manager

FROM: Bertha A. Gaymon
City Treasurer

RE: FY2022 Budget Update - As of December 31, 2021

The Finance Department submits this memo and the accompanying financial schedules as an update to the FY2022 budget as of December 31, 2021—the end of the second quarter of the fiscal year. In summary, the City's financial status is stable and in sound condition as indicated in the enclosed reports.

There are several reports for your review. First, you will find the standard monthly financial reports that show the budget vs. actual variances and percentages of selected revenue and expenditure lines that compares them to the previous year and to historical percentages. Additionally, you will find the FY2022 Financial Quarterly Report as of December 31, 2021 that informs where adjustments are recommended to the FY2022 Adopted Budget. Specifically, the latter report shows columns for 1) the Adopted Budget; 2) percentages of the budget; 3) actual amounts through December 31, 2021; 4) the balance for each line item; and 5) recommended adjustments. Emphasis is placed on the last column as it shows the recommended amounts for the line items that should change.

Since we are in the process of preparing next year's budget, staff offers some historical data for the major revenue lines as a basis for forecasting the remainder of the 2022 fiscal year and for estimating amounts for the coming year. While the projections may be early, it seems the mid-year amounts and trends would identify where caution should be taken for year-end 2022 revenue and expense lines. Consulting with the acting city manager, and city directors, the following review and update is based on the most recent information, trends, and COVID impacts during these six months of the fiscal year.

Overall, the enclosed financial reports show that the City is sound financial condition. We have received/confirmed 79.76% of total revenue and expended only 52.06% of the expenditure budget in the second quarter of the fiscal year. This means income is coming in faster than funds are being spent. Staff believes this will continue and offers the following update on the major income and expense categories.

REVENUE

1. Real Estate Taxes:
Net real estate taxes is budgeted at $20,318,200 in FY2022. Actual receipts/confirmations total $20,707,472 as of December 31, 2021. Prior years in December shown below indicate growing amounts received year by year from 2016 through 2021.

Taxes	Dec 2020	Dec 2019	Dec 2018	Dec 2017	Dec 2016
Real Estate Tax	$20,076,546	$19,203,737	$17,790,569	$17,087,696	$15,829,551
Real Estate Abatements	(8,483)	(13,434)	502	(148,502)	(116,953)
Homestead Credit	(73,104)	(120,093)	(201,969)	(161,540)	(95,946)
Homeowner's Credit	(26,274)	(25,569)	(30,502)	(21,399)	(20,683)
Totals	**$19,968,686**	**$19,044,641**	**$17,558,600**	**$16,756,256**	**$15,595,969**

Forecast: Current year real estate tax revenue continues to grow over the last years. While staff acknowledges there will be adjustments to budgeted amounts, staff also assumes this trend will continue and expects real estate taxes to remain stable and may possibly exceed the budgeted amount by year's end. With this, there are no necessary adjustments at this time.

2. Personal Property Taxes:
Net personal property tax is budgeted at $1,848,700 in FY2022. Actual receipts total $1,188,268 as of December 31, 2021. Prior years in December shown below indicate decreasing amounts (except 2017) year by year from 2016, 2018 through 2021.

Personal Property	Dec 2020	Dec 2019	Dec 2018	Dec 2017	Dec 2016
Local	$13,334	$9,298	$12,044	$15,987	$6,292
Utility	43,333	317,398	329,678	298,328	296,863
Corporate	739,948	699,071	899,616	1,371,737	1,260,743
Corporate - Prior Years	110,476	22,354	1,683	12,147	33,443
Abatements	(30,732)	(12,350)	(33,806)	(33,906)	(18,528)
Penalty & Interest	15,469	13,503	6,902	7,300	(28,244)
Payment in Lieu	23,675	23,672	24,000	0	0
Totals	**$915,503**	**$1,072,946**	**$1,240,116**	**$1,671,593**	**$1,550,568**

Forecast: Six months into the fiscal year, actual receipts for personal property taxes are close to the budgeted amount for the entire year with only $659,765 needed to meet the budgeted amount. The increase this year is mostly due to increased utility payments—$322,244 this year and $43,333 last year.

Abatements may be a concern by year's end with $80,000 budgeted in FY2022 and actual receipts at $87,643 mid-year. If this trend continues, overall personal property tax will decrease. Staff will continue to monitor and advise in the next quarterly report if any adjustments are recommended.

3. Other Taxes:
Overall other taxes is $3,978,000 in the FY2022 budget and includes income taxes, admission and amusement, hotel/motel and highway taxes. Actual receipts from these income sources total $1,340,701 as of December 31, 2021. Since these income sources are major, the next section discusses them individually.

A. Income Tax income budgeted at $3,047,200 in FY2022. Actual receipts as of December 31, 2021 is $1,127,642. Prior years in December indicate fluctuating amounts, particularly in pre-pandemic years—FY2019 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Income Tax	$1,311,467	$1,012,677	$896,191	$625,677	$762,888

Forecast: Income tax is trending higher at this snapshot in time—similar to Dec 2020 and Dec 2019. As such, staff recommends waiting until the next quarter to re-assess and determine if any adjustment is necessary. This is important because the majority of this income is usually received in the second and third quarters of the fiscal year.

B. Admission & Amusement (A&A) tax is budgeted at $90,000 in FY2022 in anticipation of the early re-opening of the movie theaters. Actual receipts as of December 31, 2021 are $9,856. Prior years in December indicate major fluctuations in 2019, a pre-pandemic year. Income was steadier in 2017 and 2016.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
A & A	$5,872	$72,294	$10,096	$22,663	$36,778

Forecast: The COVID-19 pandemic is still impacting this income source. Please note the $5,872 last year. Staff continues to expect this income will grow slowly but steadily as movie theatres remain open. Payments for this income source are received quarterly and Staff recommends waiting until the next quarter to determine if any adjustments should be made.

C. Hotel/Motel tax is budgeted at $300,000 in FY2022 and actual receipts total $120,916 as of December 31, 2021. Prior years in December indicate higher amounts received in pre-pandemic years—FY2018 and earlier. There were no payments received at this time last year due to slower than normal processes (County remitting payments) due to the pandemic.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Hotel/Motel	$85,808	$0	$200,962	$247,437	$247,123

Forecast: COVID-19 seems to be impacting this income source as well. Although hotel/motel operations are lower than pre-pandemic years, the amount is higher than last year ($85,808) at this time. Staff remains optimistic and continues to believe near term prospects for this revenue will be favorable and no adjustment is recommended at this time.

D. Highway tax is budgeted at $540,800 and actual receipts total $82,286 as of December 31, 2021. Prior years in December indicate higher amounts in pre-pandemic years—FY2019 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Highway	$57,440	$161,822	$338,550	$317,940	$283,975

Forecast: Current highway income is slightly higher than last year, and staff expects this income source to be higher than the budgeted amount by year's end based on a letter from the Highway Administration that recently increased the FY2022 amount from $540,800 to $570,750—a $29,950 increase, for this year.

4. License and Permits

License and Permits income are budgeted at $1,302,000 in FY2022 and includes income from -right-of-way permits, building permits, commercial licenses, rental licenses and other licenses i.e. cable television. Net actual receipts from these income sources total $363,054 as of December 31, 2021. Prior years in December indicate higher amounts in most pre-pandemic years—FY2019 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Licenses & Permits	$412,171	$432,499	$373,741	$464,428	$340,576

Forecast: Based on the current year amount of $363,054 which is lower than previous years, staff does not expect to receive the budgeted amount by year's end. There is an established schedule for renewal of rental licenses for our major apartment developments and staff expects the budgeted amounts to be achieved. Commercial and single-family rental license fees are due at varying months of the fiscal year. Commercial licensing fees are tracking lower than previous years and Code Enforcement staff is in the process of completing a detailed analysis of outstanding fees. Staff is aware that some businesses were not operating during the pandemic and staff is completing an assessment to determine the impact this will have on FY 2022 budgeted amount. Staff is not recommending any adjustments at this time and will provide an update next quarter on commercial licensing fees. Revenue from right-of-way and buildings permits is hard to forecast, but it is likely these numbers may be slightly lower than budgeted amounts. Income from cable television is usually received in the second and third quarters of the fiscal year. Staff recommends waiting until next quarter to determine if any adjustments should be made.

5. Revenue from Other Agencies (Intergovernmental)

This revenue source is budgeted at $1,169,300 in FY2022 and includes grant income from Federal, State and County agencies. Net actual receipts total $159,796 as of December 31, 2012. Prior years in December indicate higher amounts in most pre-pandemic years—FY2018 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Intergovernmental Revenue	**$166,261**	**$161,630**	**$329,236**	**$247,014**	**$254,952**

Forecast: The current year amount is consistent with years Dec 2020 and Dec 2019. Payments have slowed down and staff believes this is because some of the grantors' payment schedules have changed. However, staff expects all payments to be received by year's end as grant payments are in accordance with the terms and conditions of the respective grantors. The majority of grant payments are usually received in the second and third quarters of the fiscal year. As such, staff recommends waiting until the next quarter to determine if any adjustments should be made.

6. Charges for Services

Fees for services are budgeted at $1,833,900 in the FY2022 budget and includes charges for waste removal, recreations fees and other smaller fees/charges. Actual receipts from these income sources are discussed below.

a. Waste collection and disposal are budgeted at $686,2000 in FY2022. Actual receipts total $169,189 as of December 31, 2021. Prior years in December indicate similar amounts in most years.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Refuse/Recycling	**166,570**	**170,977**	**170,534**	**170,530**	**170,331**

Forecast: Waste collection fees are billed quarterly and payments are due 30 days thereafter. Staff believes this income in on target and the budgeted amount will be received by year's end.

b. Recreation income is budgeted at $1,136,300 in FY2022. Actual receipts total $382,414 as of December 31, 2021. Prior years in December indicate fluctuating amounts in most program areas.

Recreation Revenues	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Center	$1,790	$22,519	$26,099	$28,966	$34,013
Aquatic & Fitness Center	5,556	304,261	301,818	295,696	298,960
Arts	16,222	68,536	58,803	48,456	47,015
Community Center	67,561	87,468	119,930	120,936	73,965
Greenbelt Kids	21,867	291,761	250,454	255,291	225,342
Sports & leisure	15,361	42,888	36,940	34,587	37,808
Total	**$128,358**	**$817,432**	**$794,045**	**$783,931**	**$717,103**

Forecast: Recreation revenue is still being negatively impacted by the COVID-19 pandemic with lower than anticipated income this year ($382,414) and but higher than last in December ($128,358). Receipts largely depends on the activities offered throughout the fiscal year—there have been closures over the last month or so and this has impacted operations. Discussions with the Recreations Director advised the program budgets should be reduced as follows:

	FY2022 Adopted Budget	FY2022 Estimated	Recommended Adjustments
Recreation Revenue			
Centers	$26,000	$20,000	($6,000)
Aquatic/Fitness	261,000	250,000	($11,000)
Community Center	150,900	152,000	$1,100
Kids	545,000	265,000	($280,000)
Adult Fitness & Leisure	56,000	51,000	($5,000)
Arts	92,400	135,000	$42,600
Therapeutic	5,000	500	($4,500)
TOTAL-Fee Based	**$1,136,300**	**$873,500**	**($262,800)**
Grants	**$124,700**	**$124,700**	$0
Total Recreation Revenue	**$1,261,000**	**$998,200**	**($262,800)**

7. Fines and Forfeitures

Fines and Forfeitures are budgeted at $569,500 in the FY2022 budget and includes income from parking citations, red light and speed camera citations, and other fines. Actual receipts from these income sources total $448,169 as of December 31, 2021. Prior years in December indicate fluctuating amounts in most pre-pandemic years—FY2019 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Fines/Forfeitures	$15,594	$45,785	$39,618	$72,690	$77,489
Red Light Cameras	215,394	317,709	54,185	109,080	167,092
Speed Cameras	116,947	164,690	199,454	201,593	181,138
Totals	**$347,935**	**$528,183**	**$293,258**	**$383,363**	**$425,718**

Forecast: Fines for parking, false alarms, and speed cameras infractions are close to last year's amounts at this time—$9,749 and $88,572 respectively as of December 31, 2021. However, red light fines are trending with significantly higher collections compared to a year ago—currently at $349,848 and last year in December at $215,394. While it's too early in the year to determine if this pattern will continue, it seems likely this income source may exceed the budgeted amount by year's end. Staff will closely monitor the situation and will provide an update in the next quarterly update.

8. Interest

The FY2022 budget amount is $50,000 and actual receipts total $1,485 as of December 31, 2021. Prior years in December indicate higher amounts in most pre-pandemic years—FY2019 and earlier.

	Dec-20	Dec-19	Dec-18	Dec-17	Dec-16
Interest	$5,114	$61,040	$57,992	$26,932	$8,430

Forecast: Interest income comes from the City's TIF and Investment Pool accounts. Interest rates continue to be low due to continued low interest rates from the Federal Reserve. However, recent announcements from the Federal Reserve indicate interest rates may be raised and this should increase earnings. Staff recommends waiting until the next quarter to decide if any adjustments should be made to this income source.

In summary, mid-year revenue results for the City are within an acceptable range.

EXPENDITURES:

In FY2022, overall expenditures are budgeted at $31,570,000 of which a total of $17,734,755 have been expended as of December 31, 2021. Overall organizational expenses are higher than this time last year—$16,714,730 in December. Brief conversations with City Directors indicate that most expenditures will be in line with the adopted budget and they offer the following updates/forecast on their respective department spending plans, including:

General Government is budgeted at $4,083,100 in the FY2022 expenditure budget. Actual expenditures total $2,078,193 as of December 31, 2021 and includes Council, Administration, Finance, Economic Development and other administrative activities. As a point of comparison, last year at this time, expenses were $1,850,704. The City Directors' update for these departments are that activities and associated costs are occurring as planned and there are no adjustments needed at this time.

Planning/Community Development is budgeted at $1,011,900 in the FY2022 expenditure budget. Actual expenditures total $458,677 as of December 31, 2021. Last year at this time, expenditures totaled $468,677. The City Director's update for this department is that activities and associated costs are occurring as planned and no adjustments are recommended at this time

Public Safety is budgeted at $10,507,200 in the FY2022 expenditure budget. Actual expenditures total $5,658,403 as of December 31, 2021. Last year at this time, expenditures totaled $5,810,071. Public Safety Director's update for this department is that activities and associated costs are occurring as planned and no adjustments are recommended at this time.

Public Works is budgeted at $3,918,900 in the FY2022 expenditure budget. Actual expenditures total $2,095,717 as of December 31, 2021. Last year at this time, expenditures totaled $2,036,434. Key Public Works staff indicates activities and associated costs are occurring as planned and no adjustments are recommended at this time.

Greenbelt Cares is budgeted at $1,383,500 of the FY2022 expenditure budget. Actual expenditures total $718,987 as of December 31, 2021. Last year at this time, expenditures totaled $662,879. The City Director's update for this department is that activities and associated costs are occurring as planned and no adjustments are recommended at this time.

Recreation/Parks is budgeted at $6,428,200 in the FY2022 expenditure budget. Actual expenditures total $2,796,697 as of December 31, 2021. Last year at this time, expenditures totaled $2,652,609. The City Director's update for this department confirms that the Recreation Department continues to be negatively impacted by the COVID-19 pandemic. As such, while staff will continue to monitor programs and services to the community with a safety-first mentality, the Director is recommending reducing the FY2022 recreation expenditures as follows:

	FY2022 Adopted Budget	**FY2022 Estimated**	**Savings**
Recreation Expenditures			
Admin	$717,100	$630,000	($87,100)
Centers	781,400	550,000	(231,400)
GAFC	1,229,100	1,000,000	(229,100)
CC	952,000	733,000	(219,000)
Kids	648,500	420,000	(228,500)
TR	169,100	150,000	(19,100)
Adult Leisure	145,000	70,000	(75,000)
Arts	261,700	260,000	(1,700)
Spec. Events	107,000	60,000	(47,000)
Parks	1,417,200	1,417,200	0
TOTAL	**$6,428,100**	**$5,290,200**	**($1,137,900)**
			($1,137,900)

Non-Departmental expenses are budgeted at $1,027,200 in the FY2022 expenditure budget. Actual expenditures total $942,470 as of December 31, 2021. Last year at this time, expenditures were at $1,622,236—this amount mostly for CARES expenditures.

In summary, mid-year expenditure results for the City are within an acceptable range.

I hope you find this budget update useful. Based on this analysis of the City's financial statements and reports, there are only recommendations for adjustments in the Recreation Department's revenue and expenditure lines at this time. We will continue to monitor all revenue sources and all program activities and will keep you updated on a quarterly basis.

City of Greenbelt
Revenues - FY 2022 vs FY2021 & Historical
December 2021

Number	Description	FY 2022 Adopted Budget	Dec-21	% of FY 2022 Budget	% of FY 2021	Historical %
	Taxes					
411100	Real Estate	$20,944,000	20,872,806	99.66%	99.99%	99.63%
411210	Real Estate Abatements	(500,000)	(97,499)	19.50%	21.51%	32.81%
411220	Homestead Credit	(76,100)	(44,503)	58.48%	100.00%	99.95%
411230	Homeowner's Credit	(49,700)	(23,332)	46.95%	46.36%	57.42%
	Subtotal	**$20,318,200**	**$20,707,472**	**101.92%**	**100.30%**	**100.39%**
	Personal Property					
412100	Local	14,000	14,172	101.23%	100.00%	89.09%
412110	Utility	330,000	322,244	97.65%	13.34%	98.31%
412120	Corporate	1,350,000	797,273	59.06%	52.47%	79.72%
412140	Local - Prior Years	0	0	0.00%	0.00%	0.00%
412160	Corporate - Prior Years	110,000	98,916	89.92%	-107.05%	-40.08%
412200	Abatements	(80,000)	(87,643)	109.55%	102.44%	136.13%
413100	Penalty & Interest	30,000	19,633	65.44%	302.55%	171.63%
414100	Payment in Lieu	94,799	23,675	24.97%	98.65%	49.55%
	Subtotal	**1,848,799**	**1,188,268**	64.27%	52.13%	87.16%
	Other Taxes					
421100	Income	3,047,200	1,127,642	37.01%	38.35%	34.27%
421200	Admissions	90,000	9,856	10.95%	59.51%	31.10%
421300	Hotel/Motel	300,000	120,916	40.31%	26.71%	26.03%
422100	Highway	540,800	82,286	15.22%	10.05%	63.15%
	Subtotal	**3,978,000**	**1,340,701**	**33.70%**	**33.79%**	**35.70%**
	Licenses					
431000	Permits	950,800	234,173	24.63%	30.39%	34.20%
433400	Cable	309,000	88,699	28.71%	26.11%	29.76%
432100	Other Business Licenses	42,200	40,182	95.22%	13.02%	16.03%
	Subtotal	**1,302,000**	**363,054**	**27.88%**	**29.29%**	**32.98%**
	Grants - State					
442101	Police	445,000	109,170	24.53%	25.19%	47.54%
442102	Youth Service	65,000	0	0.00%	33.68%	16.18%
	Grants - County					
443106	Landfill	57,700	28,826	49.96%	25.00%	29.41%
443102	Youth Service	80,000	21,800	27.25%	36.00%	28.67%
443128	MNCPPC	259,000	0	0.00%	0.00%	0.00%
443127	School Resource	80,000	0	0.00%	0.00%	40.00%
443199	Other	182,600	0	0.00%	0.00%	0.00%
	Subtotal	**1,169,300**	**159,796**	**13.67%**	**0.00%**	**30.81%**
	Other					
451000	Refuse/Recycling	686,200	169,189	24.66%	24.69%	29.35%
452000	Recreation	735,800	159,855	21.73%	31.61%	74.27%
453000	Fitness Center	261,000	152,419	58.40%	11.38%	81.82%
454000	Community Center	150,800	70,140	46.51%	66.60%	81.11%
460100	Fines/Foreitures	49,000	9,749	19.90%	47.75%	53.97%
460200	Red Light Cameras	292,500	349,848	119.61%	43.44%	61.69%
460300	Speed Cameras	227,500	88,572	38.93%	41.78%	51.47%
470000	Interest	50,000	1,485	2.97%	58.89%	55.19%
490000	Interfund Transfers	32,000	0	0.00%	100.00%	0.00%
	Miscellaneous	248,900	243,847	97.97%	77.28%	55.26%
	Subtotal	**2,733,700**	**1,245,103**	**45.55%**	**61.13%**	**57.98%**
	Total	**$31,350,000**	**$25,004,394**	**79.76%**	**78.52%**	**81.59%**

City of Greenbelt

Expenditures - FY 2022 vs. FY2021 & Historical

December 2021

	Department	FY2022 Adopted Budget	Dec-21	% of FY 2022 Budget	FY 2021	Historical %
100	**General Government**					
	Salary/Benefits	$2,949,010	1,580,743	53.60%	50.75%	44.35%
	Operating Expense	1,124,090	497,450	44.25%	30.61%	37.59%
	Capital Outlay	10,000	0	0.00%	0.00%	13.19%
	Total General Gov't	**4,083,100**	**2,078,193**	**45.98%**	**45.30%**	**42.63%**
200	**Planning/Comm. Dev.**					
	Salary/Benefits	815,864	398,257	48.81%	51.47%	41.96%
	Operating Expense	196,036	60,420	30.82%	66.19%	33.62%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Plan. & C. D.	**1,011,900**	**458,677**	**41.65%**	**27.28%**	**34.56%**
300	**Public Safety**					
	Salary/Benefits	8,495,200	4,912,660	57.83%	57.25%	48.99%
	Operating Expense	1,638,000	625,055	38.16%	48.84%	42.29%
	Capital Outlay	374,000	120,689	32.27%	68.32%	24.79%
	Total Public Safety	**10,507,200**	**5,658,403**	**55.54%**	**56.43%**	**46.95%**
410	**Public Works**					
	Salary/Benefits	2,434,029	1,375,695	56.52%	52.97%	45.71%
	Operating Expense	683,471	325,230	47.58%	47.75%	37.43%
	Capital Outlay	0	0	0.00%	0.00%	6.03%
	Total	**3,117,500**	**1,700,924**	**48.63%**	**51.95%**	**43.83%**
450	**Waste Collection**					
	Salary/Benefits	575,950	300,391	52.16%	55.78%	45.70%
	Operating Expense	225,450	94,402	41.87%	45.19%	36.71%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	801,400	394,793	49.26%	52.47%	34.11%
	Total Public Works	**3,918,900**	**2,095,717**	**47.78%**	**52.05%**	**41.76%**
500	**Greenbelt Cares**					
	Salary/Benefits	1,326,010	678,271	51.15%	53.37%	46.20%
	Operating Expense	57,490	40,717	70.82%	44.97%	38.68%
	Capital Outlay	0	0	0.00%	#DIV/0!	97.97%
	Total Greenbelt Cares	**1,383,500**	**718,987**	**48.11%**	**52.57%**	**45.87%**
600	**Recreation**					
	Salary/Benefits	3,107,990	1,343,277	43.22%	53.25%	48.66%
	Operating Expense	673,910	247,819	36.77%	49.02%	43.70%
	Capital Outlay	0	0	0.00%	100.00%	100.00%
	Total	**$3,781,900**	**1,591,097**	**52.06%**	**53.19%**	**47.74%**

City of Greenbelt
Expenditures - FY 2022 vs. FY2021 & Historical
December 2021

	Department	FY2022 Adopted Budget	Dec-21	% of FY 2022 Budget	FY 2021	Historical %
650	**Aquatic & Fitness**					
	Salary/Benefits	$874,300	435,224	49.78%	50.11%	46.04%
	Operating Expense	352,800	139,233	39.47%	40.38%	39.47%
	Capital Outlay	2,000	0	0.00%	0.00%	0.00%
	Total	**1,229,100**	**574,457**	**46.74%**	**46.93%**	**43.99%**
	Total Recreation	**5,011,000**	**2,165,554**	**51.98%**	**51.75%**	**46.79%**
700	**Parks**					
	Salary/Benefits	1,183,480	518,076	43.78%	58.08%	47.09%
	Operating Expense	233,720	113,067	48.38%	48.30%	35.04%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Parks	**1,417,200**	**631,143**	**47.32%**	**56.38%**	**44.88%**
900	**Miscellaneous**					
	Salary/Benefits	256,400	142,244	55.48%	53.00%	45.68%
	Operating Expense	178,600	68,367	38.28%	-19.90%	-7.82%
	Capital Outlay	0	0	0.00%	99.88%	92.94%
	Total Miscellaneous	**435,000**	**210,612**	**39.48%**	**6.51%**	**14.95%**
	Operating Expenditures					
	Salary/Benefits	$22,018,233	11,684,837	53.07%	54.69%	47.28%
	Operating Expense	5,363,567	2,211,759	41.24%	25.24%	34.70%
	Capital Outlay	386,000	120,689	31.27%	41.05%	28.33%
	Total Operating Exp.	**$27,767,800**	**$14,017,285**	**50.85%**	**47.22%**	**44.21%**
990	**Reserves**					
	Non-Departmental	164,500	76,889	46.74%	89.67%	73.24%
	Non-Dept - Workers' Comp	862,700	865,581	100.33%	94.01%	83.28%
995	Interfund Transfers	2,775,000	2,775,000	100.00%	97.12%	73.51%
	Total Reserves	**3,802,200**	**3,717,470**	**97.77%**	**92.90%**	**75.41%**
	Total General Fund	**$31,570,000**	**$17,734,755**	**56.18%**	**51.90%**	**47.61%**
	Recap					
	General Government	$4,083,100	$2,078,193	50.90%	45.30%	42.63%
	Planning	1,011,900	458,677	45.33%	27.28%	34.56%
	Public Safety	10,507,200	5,658,403	53.85%	56.43%	46.95%
	Public Works	3,918,900	2,095,717	53.48%	52.05%	43.71%
	Cares	1,383,500	718,987	51.97%	52.57%	45.87%
	Recreation	6,428,200	2,796,696	43.51%	52.93%	46.38%
	Miscellaneous	1,462,200	1,153,081	78.86%	45.53%	42.28%
	Interfund Transfers	2,775,000	2,775,000	100.00%	97.12%	73.51%
	Total	**$31,570,000**	**$17,734,755**	**56.18%**	**51.90%**	**47.61%**

City of Greenbelt
FY2022 Financial Quarterly Report (Budget Format)
as of December 31, 2021

	FY2022 Adopted Budget	% of Budget	Actual as of December 31, 2021	Balance		FY2022 Recommended Adjustments as of December 31, 2021	FY2022 Amounts with Adjustments
REVENUES							
Real Estate Taxes	$20,318,200	64.81%	$20,707,472	-$389,272	over		$20,318,200
Personal Property Taxes	1,848,700	5.90%	1,188,268	$660,432	under		$1,848,700
Other Taxes	3,978,000	12.69%	1,340,701	$2,637,299	under		$3,978,000
Licenses and Permits	1,302,000	4.15%	363,054	$938,946	under		$1,302,000
Intergovernmental	1,169,300	3.73%	159,796	$1,009,504	under		$1,169,300
Charges for Services	1,833,900	5.85%	551,603	$1,282,297	under	($262,800)	$1,571,100
Fines and Forfeitures	569,000	1.81%	448,169	$120,831	under		$569,000
Interest	50,000	0.16%	1,485	$48,515	under		$50,000
Miscellaneous Revenue	248,900	0.79%	243,847	$5,053	under		$248,900
Interfund Transfers	32,000	0.10%	0	$32,000	under		$32,000
TOTAL REVENUES	**$31,350,000**	**100%**	**$25,004,394**	**$6,345,605**	under		**$31,087,200**
EXPENDITURES							
General Government	$4,083,100	12.93%	$2,078,193	$2,004,907	under		$4,083,100
Planning and Development	1,011,900	3.21%	458,677	$553,223	under		$1,011,900
Public Safety	10,507,200	33.28%	5,658,403	$4,848,797	under		$10,507,200
Public Works	3,918,900	12.41%	2,095,717	$1,823,183	under		$3,918,900
Greenbelt CARES	1,383,500	4.38%	718,987	$664,513	under		$1,383,500
Recreation and Parks	6,428,200	20.36%	2,796,697	$3,631,503	under	($1,137,900)	$5,290,300
Miscellaneous	435,200	1.38%	210,612	$224,588	under		$435,200
Non-Departmental	1,027,200	3.25%	942,470	$84,730	under		$1,027,200
Fund Transfers	2,775,000	8.79%	2,775,000	$0	on target		$2,775,000
TOTAL EXPENDITURES	**$31,570,200**	**100%**	**$17,734,755**	**$13,835,443**	**under**		**$30,432,299**
FY2022 APPROVED AMOUNT FROM FUND BALANCE	**$220,200**	**0.69%**	**$0**	**$220,200**			**$220,200**
FUND BALANCE - INCREASE / (DECREASE)	**$31,790,400**	**100.69%**	**$17,734,755**	**$14,055,643**	**Under**		**$30,652,499**