

MEMORANDUM

November 6, 2009

TO: Transportation, Infrastructure, Energy and Environment Committee
FROM: ^{GO} Glenn Orlin, Deputy Council Staff Director
SUBJECT: FY10 Savings Plan

The Committee is to review elements of the Executive's recommended FY10 Savings Plan for departments that are under its jurisdiction: the Department of Environmental Protection (DEP), the Department of General Services (DGS), and the Department of Transportation (DOT). The Executive's October 28 memo and background information are on ©1-5. The Council is scheduled to consider the recommendations on the Savings Plan on November 17.

The descriptions of the items proposed for reduction or elimination that fall under these three departments are highlighted on ©6-13. Council staff supplied questions and received responses from the Executive Branch, as shown below:

DEP

Q: If additional Clean Energy Rewards money were approved by the Council, would the advertising dollars proposed to be cut be needed after all?

A: The program is fully spent; therefore, the unexpended advertising funds are not needed. We do not support increasing funds for the program this year.

DGS

Q: At the top of page 5, there are 3 reductions for General Services: structural repairs, carpentry, and painting, reference S12-14. Are these all operating expenses? If some or all are personnel, please explain how the personnel costs will be reduced.

A: These are operating expense reductions.

DOT

Q: Why are cuts being proposed from the Parking District Funds? Is OMB planning to use the savings from these cuts as larger offsets against tax-supported funding for the Urban Districts, and/or for a larger administrative reimbursement to the General Fund, or some other such purpose? If so, that should be explicit in the Savings Plan.

A: The Executive determined that all County government departments should participate in the savings plan. Expenditure reductions in the Parking Districts will create the opportunity to offset General Fund support to the Urban Districts and/or increase support from the Parking Districts to the Mass Transit Fund. In either case, greater relief could be provided to the tax supported budget if necessary.

Q: In general, how will Parking Lot District patrons be affected by the reductions in painting, litter collection, and janitorial services? We have made significant investments in these areas and owners are paying for an increased level of services in these areas.

A: Patrons may notice reduced visibility of striping for parking spaces and reduced levels of janitorial services and litter collection. As indicated in the transmittal, parking customers may experience more difficulty in properly identifying parking spaces and reduced standards of cleanliness.

Q: Do any of the cuts to FareShare and Super FareShare cut into FY10 financial commitments for participating employers?

A: Yes, cuts to FareShare and to Friendship Heights and North Bethesda Super FareShare impact commitments to participating employers.

Q: Describe the service impact that suspending the Fare Share Program will have (\$79,000 countywide and \$8,270 in Wheaton). How will this impact the number of people using transit?

A: Currently, there are five employers actively ordering with about 100 employees participating in the FareShare program, and about 15 of those employees currently taking transit and receiving benefits. There are no active employers in Wheaton.

Q: How much money has been spent from the Bikeway Maintenance Program since it was created?

A: DOT spent \$20,306 in FY09, \$15,309 in FY08 and \$286,960 in FY07.

Q: Will the \$100,000 reduction create any unsafe situations for bikeway users?

A: Any serious situations will be addressed but maintenance on off-road bikeways is eliminated. The on-pavement bikeways will continue to be maintained as part of routine pavement maintenance, including sweeping and pavement repairs.

Q: What do the reductions in Road Maintenance, Loop Detectors, and Patching, and Bus Shelter Maps (Transit) represent as a percentage of their respective FY10 budgets?

A: 8%, 32%, 18%, and 37% respectively.

Q: What level of service reduction will residents experience as a result of the \$100,000 cut to road maintenance?

A: This will impact litter pick-up, guardrail repair and replacement, and grading, and will limit our ability to respond to service requests. DOT doesn't expect major impacts due to this cut; however, delays to service will occur.

Q: Is the reduction for tree maintenance/stump removal (\$75,000) in the transportation budget going to push out requests that have already been made? If so, will residents be made aware that no stump removals will happen until FY11?

A: This will push out stump removals that have already been received but emergency removals will be done. Residents will be informed of potential timeframes when future requests are received.

Council staff recommendations approval of the Savings Plan, except:

- **Reduce Bikeway Maintenance by \$50,000, not \$100,000. Reduce Road Maintenance by \$150,000, not \$100,000.** This would cut these two programs by 50% and 12%, respectively.

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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

October 28, 2009



RECEIVED
MONTGOMERY COUNTY
COUNCIL
2009 OCT 28 PM 2:18

TO: Phil Andrews, President
County Council

FROM: Isiah Leggett, County Executive 

SUBJECT: FY10 Savings Plan

Attached please find my Recommended FY10 Savings Plan for Montgomery County Government, as well as the other tax supported County Agencies. The attached plan identifies savings of nearly \$30 million from the current year that will be applied to close the projected gap of nearly \$370 million in FY11. We have worked to identify savings that minimize the impact upon direct services; especially to public safety and our most vulnerable residents. However, service reductions are unavoidably included in the attached proposed plan.

It is critical to consider this proposed savings plan in the context of the looming budget gap for FY11. As I have previously noted, the projected FY11 budget gap is currently nearly \$370 million. This projection does not include any shortfalls resulting from additional State aid reductions, additional revenue shortfalls or additional shortfalls that may result from the State Board of Education's maintenance of effort decision. We must realistically and responsibly plan for these challenges.

This proposed savings plan was also developed in the context of significant reductions made over the last three years. Even before the current economic downturn, I worked to bring our previously unsustainable rate of budget growth under control. As a result of three years of effort, I have brought the rate of growth down from over 14.1% to -0.4% and closed budget gaps totaling nearly \$1.2 billion. There are few "easy" reductions left to make. Given the projected FY 2011 gap, we must roll up our sleeves and begin to make the difficult decisions now.

As in the past, the Council may not be supportive of some of my proposed reductions. If the Council insists on not supporting the attached proposed reductions, I strongly recommend that it propose offsetting reductions in other areas of the budget to maintain the total amount of savings that can be used to close the projected FY11 budget gap. We are only in the first step of the process in resolving the FY11 budgetary gap and more difficult choices remain ahead in confronting these challenges. Deferring needed savings at this time will only temporarily postpone the urgent need to make difficult choices in the future. In fact, the less time in which agencies have to make the necessary reductions, the deeper and more difficult those reductions will need to be to achieve the same savings. Resolution of the budget gap is problematic because even more difficult and complex issues will need to be addressed during the Council's short time for reviewing and approving the annual budget.

And as I have made clear, I do not support and will not recommend exceeding the charter limit on property taxes in the FY11 operating budget.

Because of the weakness in the current local and national economy and the State's continuing fiscal challenges, I urge the Council to quickly approve the reductions proposed in the attached Savings Plan. The projected gap for FY11 may significantly worsen in the near future because of continued revenue deterioration and the very real potential for further and substantive reductions in State Aid. We have already absorbed cuts of nearly \$20 million in State Aid in this year and I believe further Aid reductions may be imminent.

The attached plan includes proposed targets for Montgomery County Public Schools (MCPS), the Maryland-National Capital Park and Planning Commission (M-NCPPC), the Housing Opportunities Commission (HOC), and Montgomery College (the College). The principals of these agencies have expressed their willingness to cooperate in resolving our shared fiscal challenges.

I strongly urge the Council to expedite its review and approval of the attached Savings Plan, so that the necessary actions can be implemented as soon as possible. My staff is available to assist the Council in its review of the attached proposal. Thank you for your support of our efforts to preserve our most important services while preserving the fiscal health of the County Government.

	Approved FY10 Budget	Savings Plan Target	Agency as % of Total Budget	Target as % of Savings Plan	Target as % of Budget
MCG	1,585,853,910	16,593,800	42.4%	56.4%	1.1%
MCPS	1,940,540,941	9,702,700	51.9%	32.7%	0.5%
College	107,079,321	1,070,790	2.9%	3.6%	1.0%
MNCPPC	106,646,100	2,180,000	2.9%	7.3%	2.0%
Total	3,740,120,272	29,547,290			0.8%

Notes:

1. Amounts above exclude debt service.
2. The College budget above is the FY10 local contribution.
3. MCG savings plan target above does not include approximately \$89,000 in increased revenues

c: Timothy L. Firestine, Chief Administrative Officer
Department and Office Directors
Dr. Jerry Weast, Superintendent, Montgomery County Public Schools
Dr. Hercules Pinkney, Interim President, Montgomery College
Royce Hanson, Chair, Montgomery County Planning Board
Michael J. Kator, Chair, Housing Opportunities Commission
Kathleen Boucher, Assistant Chief Administrative Officer

FY10 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved <small>(per Council Resolution 16-970)</small>	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
Tax Supported				
General Fund				
Board of Appeals	617,520	-7,000	0	-1.1%
Circuit Court	10,410,980	-52,050	0	-0.5%
Commission for Women	1,197,670	-26,950	0	-2.3%
Consumer Protection	2,442,010	-54,950	0	-2.3%
Correction and Rehabilitation	65,414,400	-327,070	0	-0.5%
County Attorney	5,224,980	-137,680	0	-2.6%
County Council	9,057,090	-203,780	0	-2.2%
County Executive	6,399,960	-144,000	0	-2.3%
Economic Development	7,628,240	-171,640	0	-2.3%
Emergency Management and Homeland Security	1,346,940	-6,730	0	-0.5%
Environmental Protection	3,013,960	-67,810	0	-2.2%
Ethics Commission	272,390	-6,130	0	-2.3%
Finance	9,751,930	-219,420	0	-2.3%
General Services	27,970,950	-629,350	0	-2.3%
Health and Human Services	194,074,350	-971,550	-1,180	-0.5%
Housing and Community Affairs	5,066,790	-114,000	0	-2.2%
Human Resources	8,522,410	-203,330	0	-2.4%
Human Rights	2,160,810	-48,620	0	-2.3%
Inspector General	634,730	-14,280	0	-2.2%
Intergovernmental Relations	877,400	-19,740	0	-2.2%
Legislative Oversight	1,341,070	-27,000	0	-2.0%
Management and Budget	3,703,890	-83,340	0	-2.3%
Merit System Protection Board	159,960	-2,500	0	-1.6%
NDA - Desktop Modernization	6,839,290	-153,880	0	-2.2%
NDA - Housing Opportunities Commission	6,136,340	-30,680	0	-0.5%
NDA - Leases	19,225,800	-432,580	0	-2.2%
People's Counsel	246,520	-5,390	0	-2.2%
Police	246,262,150	-1,231,310	0	-0.5%
Public Information	1,215,210	-27,340	0	-2.2%
Public Libraries	37,569,400	-1,595,310	0	-4.2%
Regional Services Centers	4,140,360	-93,260	0	-2.3%
Sheriff	20,631,770	-103,160	0	-0.5%
State's Attorney	12,148,340	-60,740	0	-0.5%
Technology Services	31,844,190	-716,490	0	-2.2%
Transportation	46,573,220	-1,047,900	0	-2.3%
Zoning & Administrative Hearings	524,440	-4,500	0	-0.9%
General Fund Total:	800,647,460	-9,041,460	-1,180	-1.1%
Special Funds				
<u>Mass Transit</u>				
DOT-Transit Services	108,457,800	-474,580	87,500	-0.5%
<u>Fire</u>				
Fire and Rescue Service	192,974,090	-965,000	0	-0.5%

FY10 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved (per Council Resolution 16-970)	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
<u>Recreation</u>				
Recreation	30,528,520	-684,240	2,650	-2.2%
Special Funds Total:	331,960,410	-2,123,820	90,150	-0.7%
MCG Tax Supported Total:	1,132,607,870	-11,165,280	88,970	-1.0%
Non-Tax Supported				
Special Funds				
<u>Cable Television</u>				
Cable Communications Plan	11,574,470	-160,430	0	-1.4%
<u>Montgomery Housing Initiative</u>				
Housing and Community Affairs	31,140,690	-467,110	0	-1.5%
<u>Water Quality Protection Fund</u>				
Environmental Protection	8,895,850	-133,440	0	-1.5%
Enterprise Fund				
<u>Community Use of Public Facilities</u>				
Community Use of Public Facilities	9,169,440	-137,540	0	-1.5%
<u>Solid Waste Collection</u>				
DEP-Solid Waste Services	6,739,640	-100,220	0	-1.5%
<u>Solid Waste Disposal</u>				
DEP-Solid Waste Services	95,722,050	-1,118,000	0	-1.2%
<u>Parking District - Bethesda</u>				
DOT-Parking Lot Districts	11,283,280	-169,250	0	-1.5%
<u>Parking District - Montgomery Hills</u>				
DOT-Parking Lot Districts	116,430	-1,750	0	-1.5%
<u>Parking District - Silver Spring</u>				
DOT-Parking Lot Districts	10,709,410	-160,640	0	-1.5%
<u>Parking District - Wheaton</u>				
DOT-Parking Lot Districts	1,296,320	-19,440	0	-1.5%
<u>Liquor Control</u>				
Liquor Control	44,495,260	-1,001,140	0	-2.2%
<u>Permitting Services</u>				
Permitting Services	27,067,180	-406,010	0	-1.5%
MCG Non-Tax Supported Total:	258,210,020	-3,874,970	0	-1.5%
Internal Service Funds				
Internal Service Funds				
<u>Printing & Mail</u>				
General Services	6,528,490	-97,930	0	-1.5%
<u>Motor Pool</u>				
DGS-Fleet Management Services	64,694,320	-1,455,620	0	-2.2%
MCG Internal Service Funds Total:	71,222,810	-1,553,550	0	-2.2%
Montgomery County Government:	1,462,040,700	-16,593,800	88,970	-1.1%

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FY10 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved <small>(per Council Resolution 16-970)</small>	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
Montgomery County Public Schools:	1,940,540,941	-9,702,700	0	-0.5%
Montgomery College:	107,079,321	-1,070,790	0	-1.0%
Maryland-National Capital Park and Planning:	106,646,100	-2,180,000	0	-2.0%
TOTAL ALL AGENCIES	3,616,307,062	-29,547,290	88,970	-0.8%

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Ref No.	Title	\$	Revenue
County Executive Total:		-144,000	0

Economic Development

S1	DECREASE COST: DIRECTOR'S OFFICE Reductions to local and non-local conferences, and miscellaneous costs to avoid impacting service delivery. The reduction will limit the number of conferences that staff members will be able to attend.	-10,700	0
S2	DECREASE COST: FINANCE, ADMINISTRATION, AND SPECIAL PROJECTS Training, and office and computer supplies will be significantly decreased during this fiscal year. No training will be approved for staff for the remainder of the fiscal year. Office and computer supplies have been limited to bare essentials, and the department will continue this practice for the remainder of the year.	-50,000	0
S3	DECREASE COST: MBD-ADVERTISING This reduction will limit the amount of advertising the department will do for the remainder of the year. DED will focus on a more localized approach and pursue alternative forms of media other than print that will promote the County as a premiere business location. DED is currently revamping the County's Economic Development website to create a more user friendly and accessible website that will allow individuals to utilize the site for information gathering and a tool for learning about programs and services. DED is using in house staff to create a better website and reduce costs.	-37,500	0
S4	DECREASE COST: MBD-BIO PARTICIPATION DED will reduce the number of participants who attend the BIO Conference and Trade as well as other items including shipping costs for marketing materials, promotional items, exhibit fees and space allocations, and sponsorship costs.	-15,000	0
S5	DECREASE COST: MBD-EVENTS AND SPONSORSHIPS The AT&T will not be played in the County this year, so funding for the event will help achieve the necessary savings for FY10. The US Open is playing the following year, and expenses for the County's participation will occur in FY11. The department is reducing the number of sponsorships and County financial commitments to outside organizations.	-50,000	0
S6	DECREASE COST: AG SERVICES AND COOPERATIVE EXTENSION SERVICE Ag Services has identified computer supplies, dues, local conferences, and copiers and leases. The Cooperative Extension Service (CES) is a partnership with the University of Maryland, and has identified a line items to hold back on spending for FY10.	-6,440	0
S7	DECREASE COST: BUSINESS EMPOWERMENT Business Empowerment has reduced the anticipated costs for consultants in FY10. Any needs for a consultant will be handled internally during the course of the fiscal year.	-2,000	0
Economic Development Total:		-171,640	0

Emergency Management and Homeland Security

S1	DECREASE COST: LAPSE PERSONNEL COSTS A vacant Manager III position is going to be lapsed to meet savings target. This lapsing an additional couple of months has no significant impact.	-6,730	0
Emergency Management and Homeland Security Total:		-6,730	0

Environmental Protection

S1	DECREASE COST: REDUCE CONTRACTUAL SERVICE FOR THE GYPSY MOTH PROGRAM This reduction will not have an adverse impact on the gypsy moth suppression program. The FY10 suppression needs have been greatly reduced because the current moth population is very low due to a combination of: (1) effective suppression efforts in the past two years, and (2) favorable weather conditions since the budget was approved (specifically the cool, wet spring of 2009). These two factors have contributed to the increase of a virus that causes gypsy moth caterpillar mortality.	-52,450	0
S2	DECREASE COST: ADVERTISING COSTS - CLEAN ENERGY REWARDS This reduction will not have an adverse impact on the Clean Energy Rewards Program. In FY10, the program has reached capacity much earlier than in previous years, and as a result there is less need for funding to support marketing.	-9,000	0

Ref No.	Title	\$	Revenue
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Environmental Protection

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|----|--|--------|---|
| S3 | DECREASE COST: CENTRAL DUPLICATION - OTHER PRINTING | -4,000 | 0 |
| | DEP is one of the lead agencies to help implement the CAO's ongoing paper and printing reduction efforts. In support of those efforts, DEP has already implemented paper and printing reduction goals through internal monitoring of paper consumption and reduction of educational printed materials. | | |
| S4 | DECREASE COST: CENTRAL DUPLICATION - POSTAGE BULK | -2,360 | 0 |
| | DEP is one of the lead agencies to help implement the CAO's ongoing paper and printing reduction efforts. In support of those efforts, DEP has already implemented paper and printing reduction goals through internal monitoring of paper consumption and reduction of educational printed materials. | | |

Environmental Protection Total: -67,810 0

Ethics Commission

- | | | | |
|----|---|--------|---|
| S1 | DECREASE COST: PROFESSIONAL SERVICE EXPENSES | -6,130 | 0 |
| | The office will reduce consultant service expenses. | | |

Ethics Commission Total: -6,130 0

Finance

- | | | | |
|----|--|----------|---|
| S1 | DECREASE COST: DELAY PURCHASE OF MCTIME LICENSES | -219,420 | 0 |
| | Delay purchase of Mctime licenses. Mctime licenses are financed via Master Leases. By deferring the purchase, the first master lease payment would not be due until late in FY10. This action pushes out the payment schedule overall, saving money in FY10, but not increasing costs in FY11. | | |

Finance Total: -219,420 0

General Services

- | | | | |
|-----|---|---------|---|
| S1 | DECREASE COST: ADVERTISING FOR CONTRACTS | -6,000 | 0 |
| | The \$6,000 decreased cost on advertising contracts will limit the number of media outlets used in our solicitation advertising. | | |
| S2 | DECREASE COST: OFFICE SUPPLIES | -16,000 | 0 |
| | The Office of Procurement and Division of Real Estate and Management Services will reduce office supplies and will shift to digitization | | |
| S3 | DECREASE COST: CENTRAL DUPLICATING (PAPER REDUCTION) | -7,000 | 0 |
| | As an additive part of the Executive's paper reduction initiative the Office of Procurement will reduce duplicating cost and will shift to an electronic method for document sharing. | | |
| S4 | DECREASE COST: OUTSIDE PRINTING (PAPER REDUCTION) | -3,000 | 0 |
| | The Office of Procurement will reduce the outside printing by implementing and utilizing electronic communications more | | |
| S5 | REDUCE: OUTSIDE POSTAGE | -3,000 | 0 |
| | The reduction of outside postage will limit the Office of Procurement capability to mail cure notices and other legal notices that require proof of mailing. | | |
| S6 | DECREASE COST: LAPSE - PRINCIPAL ADMINISTRATIVE AIDE | -25,000 | 0 |
| | The Principal Administrative Aide (PAA) position in the Office of Procurement will lapse in FY10. | | |
| S7 | DECREASE COST: MANAGEMENT CONSULTING | -5,000 | 0 |
| | Division of Real Estate And Management Services will reduce Consulting services, which will reduce our ability to assess issues as they arise. | | |
| S8 | DECREASE COST: OTHER PROFESSIONAL SERVICES | -5,000 | 0 |
| | Reduce other professional services, which will reduce our ability to assess issues as they arise. | | |
| S9 | DECREASE COST: MOTOR POOL | -15,000 | 0 |
| | Division Chief has turned county car in , will use Fleet offered WeCar to attend meetings | | |
| S10 | DECREASE COST: COMPUTER SOFTWARE | -5,000 | 0 |
| | Reducing computer software will limit our ability for technological improvements in General Fund service areas. | | |

Ref No. Title \$ Revenue

General Services

S11	DECREASE COST: COMPUTER EQUIPMENT Reducing computer equipment will prevent hardware upgrades and technological improvements for General Fund service areas	-5,000	0
S12	REDUCE: STRUCTURAL REPAIRS Structural repairs will be based on safety conditions rather than enhancements.	-259,150	0
S13	REDUCE: CARPENTRY Carpentry services will be performed only on a as-needed basis	-238,470	0
S14	REDUCE: PAINTING SERVICES Painting services will be performed on a conditional nature.	-36,730	0
General Services Total:		-629,350	0

Health and Human Services

S1	DECREASE COST: DEFER OR DELAY HIRING FOR VACANT POSITIONS The department will achieve savings by deferring and delaying hiring for vacant positions and through turnover savings. The department will closely monitor its personnel costs and vacant positions to ensure that we meet our savings plan target.	-728,960	0
S2	DECREASE COST: TEMPORARY OFFICE CLERICAL IN THE OFFICE OF THE DIRECTOR There is no service impact from this reduction.	-6,650	0
S3	DECREASE COST: PRINTING IN MINORITY HEALTH PROGRAMS As part of the paper and printing reduction initiative, printing costs will be reduced in the Minority Health Programs. The savings will be achieved by reducing printing costs in the African American Health Program (\$780), Latino Health Initiative (\$770), and Asian American Health Initiative (\$360). There is no service impact for this reduction.	-1,910	-110
S4	DECREASE COST: NON-ENCUMBERED CONSULTANT FUNDS IN THE OFFICE OF THE CHIEF OPERATING OFFICER There is no service impact from this reduction.	-17,340	0
S5	DECREASE COST: PRINTING IN COMMUNITY OUTREACH PROGRAM As part of the paper and printing reduction initiative, printing costs will be reduced in the Community Outreach program. There is no service impact from this reduction.	-2,800	0
S6	DECREASE COST: MCPS ALTERNATIVE EDUCATION CONTRACT IN CHILDREN, YOUTH, AND FAMILY SERVICES These funds support social worker and therapeutic services for middle and high school students at several MCPS Alternative Schools. Services include case management, crisis intervention, and counseling. This contract provides a small portion of the total funding for these MCPS services. The department will continue to provide \$65,000 in funding to MCPS for social work support for MCPS students in the Emotional Disabilities program. This service is not being reduced. This contract serves about 80 students. MCPS will have to determine how it will manage this reduction. It could result in either the reduction in the number of children served or an increase in the size of caseloads for staff; however, MCPS has additional Title 1 resources from American Recovery and Reinvestment Act (ARRA) sources and are willing to accept this reduction.	-21,250	0
S7	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES IN CHILDREN, YOUTH, AND FAMILIES The department will achieve savings by reducing miscellaneous operating expenses in the following areas in Children Youth and Families: Chief's Office (350); Child Welfare Services (5,000); Child & Adolescent Services (5,000); Juvenile Justice Services (5,800); Positive Youth Development (5,000); Early Childhood Services (5,000); Child Care Subsidies (5,000) There is no service impact from this reduction.	-31,150	-240
S8	DECREASE COST: REDUCE OUTSIDE PRINTING AND COPYING IN AGING AND DISABILITY SERVICES - CHIEF'S OFFICE As part of the paper and printing reduction initiative, the Chief's Office, in Aging and Disability Services will reduce outside printing and copying. There is no service impact with this reduction.	-2,050	0

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Ref No.	Title	\$	Revenue
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Technology Services

S12	REDUCE: INTEGRATED JUSTICE INFORMATION SYSTEM (IJIS): PRODUCTION SYSTEM MAINTENANCE Integrated Justice Information System (IJIS) will reduce the contractor support for the IJIS Production System Maintenance during FY10 by \$28,660. This funding is used to maintain the IJIS Transport, Arrest History and Inquiry applications. With the implementation of E*Justice, the IJIS Inquiry and Arrest History maintenance needs have increased. Currently, a DTS contractor is providing the necessary support. Those work hours will need to be reduced to meet the FY10 savings target. Risk of issues occurring when contractor is not on duty. As State's Attorney's Office (SAO) Case Management System (CMS) and Corrections and Rehabilitation Information Management System (CRIMS) are integrated into IJIS Inquiry, the needs will significantly increase requiring full maintenance funding in FY11.	-28,660	0
S13	DECREASE COST: ENTERPRISE TELECOMMUNICATIONS AND SERVICES DIVISION (ETSD): PUBLIC SAFETY COMMUNICAITONS SYSTEM (PSCS) VOICE RADIO MAINTENANCE The savings were realized due to a negotiated one time cost reduction with Motorola for maintenance services.	-54,000	0
S14	REDUCE: ENTERPRISE TELECOMMUNICATIONS AND SERVICES DIVISION (ETSD): PRIVATE BRANCH EXCHANGE (PBX) VOICE MAIL REPLACEMENT DTS will reduce its Voicemail System operating budget by \$34,000. The County is in the process of replacing the old system. The funding was required to support ongoing parts and diagnostics for the current OCTEL voicemail platform. The risk of not having these funds will limit our ability to support the old OCTEL system, which will be decommissioned on a phased approach. There are several sites that will not be connected to the new voicemail system during the first phase of the upgrade process, and support of these systems will still be required. Additionally, there are several scripts that reside on the Octel platform that are associated with various County call centers. These call centers will be migrated into the County wide 311 center. The scripts will need support until they are transposed to the new voicemail platform.	-34,000	0
Technology Services Total:		-716,490	0

Transportation

S1	DECREASE COST: LAPSE EXECUTIVE ADMINISTRATIVE AIDE IN DIRECTOR'S OFFICE This position is currently vacant and has an impact on administration of various programs including community outreach by creating a backlog of administrative work .	-41,640	0
S2	DECREASE COST: LAPSE PART TIME OSC (CONSTRUCTION SECTION) Division's main duties of processing payments and correspondence will be delayed.	-25,800	0
S3	REDUCE: FREEZE KEEP MONTGOMERY COUNTY BEAUTIFUL GRANTS The Director's Office will not award any grants to communities who request assistance in beautification programs, typically landscaping and plantings.	-5,000	0
S4	DECREASE COST: DELAY HIRING IN TRAFFIC ENGINEERING Keeping various vacant positions open into the last 6 months of the fiscal year will increase the backlog for some projects and studies and cause schedule delays.	-153,440	0
S5	DECREASE COST: TICKET COLLECTION CONTRACT No ticket processing service, or revenue impact, is anticipated. The ability to respond to an exceptionally large number of tickets will be limited, but this risk is considered low.	-22,020	0
S6	REDUCE: TREE PLANTING PROGRAM This eliminates the tree planting program for FY10. DOT will actively investigate other sources to substitute for this program such as through MNCPPC and other reforestation opportunities.	-247,000	0
S8	REDUCE: BIKEWAY MAINTENANCE This eliminates the bikeway maintenance program for FY10. However, on-pavement bikeways will continue to be maintained as part of routine pavement maintenance, including sweeping and pavement repairs.	-100,000	0
S10	REDUCE: ROAD MAINTENANCE Minor reduction to the overall road maintenance budget. The road maintenance budget includes such sub-items as litter pick-up, guardrail repair and replacement, as well as grading, etc.	-100,000	0
S11	REDUCE: WEED ERADICATION PROGRAM This eliminates the annual weed eradication program for FY10.	-22,000	0

Ref No.	Title	\$	Revenue
Transportation			
S12	REDUCE: TREE MAINTENANCE/STUMP REMOVAL The reduction of tree maintenance including the elimination of stump removal funding for the remainder of the fiscal year will delay all stump removals for FY10. Sufficient funds remain in the tree program to address only stump removals of an emergency nature.	-75,000	0
S13	REDUCE: LOOP DETECTORS This action reduces the number of failed detection devices that can be returned into service.	-100,000	0
S14	REDUCE: CONTRACTUAL SHOULDER SUPPORT SERVICES This will eliminate contract support to address wholesale shoulder repairs. All emergency and high priority shoulder repairs will be handled by in-house resources.	-100,000	0
S15	REDUCE: PATCHING This represents a modest reduction of the patching program.	-56,000	0
Transportation Total:		-1,047,900	0

Zoning & Administrative Hearings

S1	DECREASE COST: REDUCE BOOKS AND REFERENCE MATERIALS Reduction of books, videos and subscriptions -\$2,000.	-2,000	0
S2	DECREASE COST: REDUCE OFFICE SUPPLIES Reduction of general office supplies, mainly paper savings -\$500. Some reductions will require authorization of larger outgoing emails, in order to utilize electronic mailing-of-rezoning reports.	-500	0
S3	DECREASE COST: REDUCE PREPARATION OF TRANSCRIPTS Reduction in number of transcripts of Human Rights Commission hearing cases -\$2,000. This reduction leaves a balance in budget sufficient to cover cases known at this time.	-2,000	0
Zoning & Administrative Hearings Total:		-4,500	0
General Fund Total:		-9,041,460	-1,180

Fire

Fire and Rescue Service

S1	DECREASE COST: ELECTRONIC PATIENT CARE REPORTING No service impact. There is a reduced need for funds because the software maintenance support is not needed in FY10 and only one, reduced master lease payment is needed (two payments were budgeted and only one payment is needed; items were not delivered until late summer).	-348,000	0
S2	DECREASE COST: MASTER LEASE FOR AMBULANCES No service impact. It was anticipated that this master lease payment for 14 ambulances would be needed for the second half of FY10. The master lease payment may be deferred because of a delay in procuring the ambulances.	-347,000	0
S3	DECREASE COST: FIRE CODE ENFORCEMENT NON-UNIFORM POSITIONS No service impact. MCFRS plans to have the new personnel working in the field by March, in accordance with the civilianization plan put forward with the FY10 budget. These positions were anticipated to be hired in September, but now it appears that hiring dates will be in early December.	-108,000	0
S4	DECREASE COST: EMERGENCY COMMUNICATIONS CENTER NON-UNIFORM POSITIONS No service impact. MCFRS plans to have the new personnel working in the field by March, in accordance with the civilianization plan put forward with the FY10 budget. These positions were anticipated to be hired in September, but now it appears that hiring dates will be in early November.	-162,000	0
Fire Total:		-965,000	0

Mass Transit

DOT-Transit Services

Ref No.	Title	\$	Revenue
DOT-Transit Services			
S1	DECREASE COST: LAPSE INFORMATION TECHNOLOGY SPECIALIST Less support in technology management to handle ongoing integration issues, programming review of new technologies (including automated transit information on the web, PDA's, signs, etc.) and changing service needs.	-50,000	0
S2	REDUCE: PRINTING - BUS SHELTER MAPS Reduction of bus shelter information to include Neighborhood Maps (large map) and Transit Information Aids. The maps and aides contain bus routes and schedules and local information. Additional reduction will be taken in the printing of the Call and Ride coupons. Reduction of passenger information in shelters reduces the convenience and quality of Ride On service.	-34,310	0
S3	DECREASE COST: DELAY MYSTERY RIDER PROGRAM IMPLEMENTATION TO JANUARY The Mystery Rider contract allows Transit Services to monitor taxi customer service and Ride On bus service within Montgomery County. Both programs will be delayed with a start date of January. The Ride On component is necessary to demonstrate to FTA's Office of Civil Rights that the system does check on itself regarding enunciators.	-75,000	0
S4	REDUCE: SUSPEND FARE SHARE PROGRAM COUNTYWIDE Suspension of this program will impact employers currently in the program and, unless the employers increase their financial commitment, will reduce transit benefits provided by employers.	-79,000	0
S5	REDUCE: SUSPEND WHEATON SUPER FARE SHARE PROGRAM Suspension of this program will impact the ability to persuade employers in the redeveloping Wheaton area to provide transit benefits. There are currently no employers active in the program in Wheaton.	-8,270	0
S6	REDUCE: SUSPEND FRIENDSHIP HEIGHTS SUPER FARE SHARE Currently 42 employers with about 2,600 employees are enrolled in the Freindship Heights TMD, and over 500 employees receive transit benefits under this program. Unless the employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees.	-91,000	0
S7	REDUCE: SUSPEND NORTH BETHESDA SUPER FARE SHARE PROGRAM Currently 39 employers with over 7,000 employees are enrolled, and over 900 employees receive transit benefits under this program. Unless the employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees.	-137,000	0
S8	ENHANCE: INCREASE PRICE OF RIDE ON MONTHLY PASS FROM \$25 TO \$30 The current monthly pass costs Ride On customers \$25 a month. This proposal wil increase the cost to \$30 which is still lower than if purchased daily (\$1.35 x 30) or with a SmartTrip card (\$1.25 *30). This change will be implemented in January 2010.	0	87,500
Mass Transit Total:		-474,580	87,500

Recreation

Recreation

S1	REDUCE: DELAY IN OPENING MIDCOUNTY COMMUNITY CENTER IN FY10 The Midcounty Center was to be delivered and opened in FY10. Construction delays moved the orignal planned opening in the fall to early spring. However, a problem with the concrete masonry units on the building surface must be addressed by the builder. Due to the nature of the work required, the builder may not be able to mitigate the issue until the weather is more condusive to mortar/brick work (i.e. spring).	-551,170	-47,000
S2	REDUCE: DELAY IN OPENING OF WISCONSIN PLACE COMMUNITY CENTER Wisconsin Place was supposed to open in FY09. Construction and permitting delays did not allow us to open the facility until September 28, 2009. Savings are a reflection of that delayed opening.	-54,440	-15,350
S3	DECREASE COST: SEASONAL STAFF ACROSS CENTERS Due to scheduling changes implemented in F09, centers will be able to save some of the funding for seasonal staff for FY10. It may mean less staff are available for rentals.	-78,630	0

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Ref No.	Title	\$	Revenue
Liquor Control			
S1	DECREASE COST: PROFESSIONAL SERVICES Deferring professional services should cause DLC minimal negative impact.	-50,000	0
S2	DECREASE COST: CENTRAL DUPLICATING The department will print less price books/newsletters for licensees and salespersons. Price books and newsletters are available on the web.	-27,000	0
S3	DECREASE COST: NON-METROPOLITAN AND LOCAL AREA TRAVEL Staff will attend and/or sponsor fewer non-local and local conferences.	-17,000	0
S5	DECREASE COST: PROFESSIONAL LICENSURE AND TRAINING Employees will not be able to attend professional licensure training and other training opportunities will be reduced.	-16,350	0
S7	DECREASE COST: PROFESSIONAL MEMBERSHIPS Memberships in professional organizations will be reduced.	-10,000	0
S8	DECREASE COST: GENERAL OFFICE SUPPLIES There will be less availability of general office supplies.	-10,000	0
S9	DECREASE COST: GENERAL OFFICE FURNITURE Deferral of this item may result in a delay in replacing older, broken furniture.	-20,500	0
S10	DECREASE COST: COMPUTER SUPPLIES Deferral of this item will result in less availability of computer supplies.	-100,000	0
S11	DECREASE COST: CAMERAS Deferral may restrict wholesale operations from replacing cameras and there may be fewer cameras in retail stores.	-30,000	0
S13	DECREASE COST: FORKLIFTS Deferral of this item will delay the equipment replacement schedule by a year and may impact operations if broken equipment cannot be replaced.	-70,000	0
S14	DECREASE COST: CABINETS, SHELVES AND STORAGE UNITS Deferral of this item may provide for less display area at the retail stores.	-6,000	0
S15	DECREASE COST: FLOOR AND WALL COVERINGS Deferral of this item will delay store refurbishments.	-43,000	0
S16	DECREASE COST: TRUCKS ONE TON AND GREATER Deferral of this item will delay the department replacement schedule and may result in increased maintenance costs.	-320,000	0
S17	DECREASE COST: PERSONNEL COSTS The reduction of \$281,290 in personnel costs will come from additional lapse.	-281,290	0
Liquor Control Total:		-1,001,140	0

Montgomery Housing Initiative
Housing and Community Affairs

S1	DECREASE COST: DELAY HIRING - INCREASE LAPSE (CHIEF OPERATING OFFICER) [02/01/10 - 06/31/10] See impact for the General Fund.	-36,080	0
S2	DECREASE COST: REDUCE OPERATING EXPENSES Minimal service impact is expected in the provision of affordable housing units or clients served.	-431,030	0
Montgomery Housing Initiative Total:		-467,110	0

Parking District - Bethesda
DOT-Parking Lot Districts

(12)

Ref No.	Title	\$	Revenue
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DOT-Parking Lot Districts

S1	REDUCE: PAINTING The frequency of re-striping PLD facilities through contract painting will change from a 2-year cycle to a 4-year cycle. The clarity and visibility of striping for parking spaces and associated traffic movements will be diminished, and the effects of traffic and weather "wear and tear" will be more pronounced. Parking customers may find it increasingly difficult to properly identify spaces and facility capacity may be reduced due to vehicles taking up more than one space.	-50,000	0
S2	REDUCE: CONTRACT JANITORIAL SERVICES Daily contract janitorial services at supported PLD facilities will be reduced from 8 hours a day to 5 ½ hours a day. Parking customers will notice lower standards of cleanliness.	-119,250	0

Parking District - Bethesda Total: -169,250 0

Parking District - Montgomery Hills

DOT-Parking Lot Districts

S1	REDUCE: CONTRACT LITTER COLLECTION Coverage for daily contract litter pickup services at supported PLD facilities will be reduced from 8 hours a day to 6 hours a day. Parking customers will notice lower standards of cleanliness.	-1,750	0
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Parking District - Montgomery Hills Total: -1,750 0

Parking District - Silver Spring

DOT-Parking Lot Districts

S1	DECREASE COST: CLOSURE OF GARAGE 21 FOR TWO YEARS DURING RENOVATIONS Savings in maintenance and utilities in FY10 will be \$53,430 for the ½ year from January to June. No impact on PLD revenues anticipated, as parking demand shifts to adjacent Garage #2.	-53,430	0
S2	REDUCE: PAINTING The frequency of re-striping PLD facilities through contract painting will change from a 2-year cycle to a 4-year cycle. The clarity and visibility of striping for parking spaces and associated traffic movements will be diminished, and the effects of traffic and weather "wear and tear" will be more pronounced. Parking customers may find it increasingly difficult to properly identify spaces and facility capacity may be reduced due to vehicles taking up more than one space.	-55,000	0
S3	REDUCE: CONTRACT JANITORIAL SERVICES Daily contract janitorial services at supported PLD facilities will be reduced from 8 hours a day to 7 hours a day. Parking customers will notice lower standards of cleanliness.	-52,210	0

Parking District - Silver Spring Total: -160,640 0

Parking District - Wheaton

DOT-Parking Lot Districts

S1	REDUCE: PAINTING The frequency of re-striping PLD facilities through contract painting will change from a 2 year cycle to a 3+ year cycle. The clarity and visibility of striping for parking spaces and associated traffic movements will be diminished, and the effects of traffic and weather "wear and tear" will be more pronounced. Parking customers may find it increasingly difficult to properly identify spaces and facility capacity may be reduced due to vehicles taking up more than one space.	-19,440	0
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Parking District - Wheaton Total: -19,440 0

Permitting Services

Permitting Services

S1	DECREASE COST: SERVICES AND CONTRACTS Reductions will have a manageable impact on service delivery and operations. Permitting activity has been down and is projected to continue this trend in FY10.	-86,000	0
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