

MEMORANDUM

January 19, 2010

TO: Management and Fiscal Policy Committee

FROM: <sup>CHS</sup> Charles H. Sherer, Legislative Analyst

SUBJECT: Round two of the FY10 budget savings plan for County Government budgets reviewed by the MFP Committee

At this session the Committee will review elements of the Executive's recommended FY10 Savings Plan (Round 2) that are under its jurisdiction. See ©1-7 for the Executive's January 7, 2010 transmittal memo and background information. The Council is tentatively scheduled to consider the recommendations on the Savings Plan from all six Committees on February 9.

As noted below, the appropriate Council analysts have reviewed the recommended savings, which are outlined on the attached pages from the Executive's transmittal memo. Where analysts have questions or comments, they are discussed below. **Council staff recommend approval of all proposed savings in the budgets under MFP's jurisdiction.**

The savings include reductions in spending in the operating budget, reductions in current revenue spending in the capital budget, liquidation of encumbrances, and increases in revenue.

©	Budget	CE savings	Analyst
8	County Attorney	238,440	Essie McGuire
8	County Council	265,600	Steve Farber
8	County Executive	187,680	Justina Ferber
9	Ethics Commission	7,990	Justina Ferber
9	Finance	185,980	Chuck Sherer
11	Human Resources	92,830	Justina Ferber
12	Inspector General	18,610	Essie McGuire
12	Intergovernmental Relations	25,730	Essie McGuire
13	Legislative Oversight	26,820	Karen Orlansky

©	Budget	CE savings	Analyst
13	Management and Budget	108,620	Chuck Sherer
13	Merit System Protection Board	4,000	Justina Ferber
13	NDA – Desktop Computer Modernization	882,000	Costis Toregas
NA	NDA – Leases	0	Chuck Sherer
14	Public Information	35,640	Justina Ferber
15	Technology Services	933,830	Costis Toregas
17	Cable (non-tax supported)	2,159,450	Costis Toregas
18	Debt service, decrease spending	173,620	Chuck Sherer
19	CAPITAL BUDGET, current revenue reductions		
20	Facilities Site Selection, MCG	191,000	Chuck Sherer
21	Facility Planning, MCG	550,000	Chuck Sherer
	LIQUIDATION OF ENCUMBRANCES	1,500,000	Chuck Sherer
	INCREASE REVENUE		
18	Debt service, rebate revenue	4,530,580	Chuck Sherer

### **QUESTIONS RAISED BY COUNCIL STAFF**

**County Council**, ©8. The Round 2 savings target for the Council Office (\$265,600) will be met through reductions in both Operating Expense and Personnel Cost. The Operating Expense reductions (\$160,600) include professional services, imaging duplicating, and postage. The Personnel Cost reductions (\$105,000) include a position abolishment (in addition to the position abolishment in Round 1) and additional lapse.

**County Executive**, Page 3, S1, ©8

1. What will be the impact of delaying implementation of the internal audit program?

***Response:*** Our Office of Internal Audit conducts a proactive audit program to help ensure accountability over the County's programs and activities. Reducing Internal Audit's budget for the remainder of FY 2010 will mean that Internal Audit will need to reduce the number of audits it can start this fiscal year. This means that audits of high or medium risk areas will need to be deferred until FY 2011 funding is available. This exposes affected programs or functions to greater vulnerability of fraud, waste, or abuse during the deferred period. In addition to carrying out ongoing audits, Internal Audit is in the midst of working with its contractor to create a risk profile of the major County programs and functions and an accompanying risk-based, multi-year audit plan. This effort is to be completed during late March or early April. Assuming funding is restored in FY 2011, audits may only be delayed during this 3-month window.

2. What is meant by “increase the County’s risk exposure in the short term”?

**Response:** *Deferring audits of a high or medium risk programs or function increases the County’s vulnerability to waste, fraud, or abuse during that period. As explained in the prior answer, assuming that funding will be available in FY 2011 to resume a full complement of audits, the period under increased risk should be limited to a relatively short, 3-month period. If funding is not restored the exposure period will continue.*

**Debt Service**, ©18. What is the explanation of the \$2,159,450 decrease in spending and the \$4,530,580 increase in revenue? **Response:** *The debt service savings of \$2.159 million is due to actual interest being less than budgeted for new bond issues and an FY10 bond refunding. The projected revenue increase is due to a \$1.758 million Build America Bonds Federal rebate of 35% of interest paid and a \$2.773 million GO Bond premium.*

**Finance**, S1, Savings in the timesheet data entry keypunch contract (\$160,280), ©9. Why was this amount needed in May 2009 but not in January 2010? **Response:** *In May of 2009 there was a greater uncertainty in the implementation schedule for the deployment of Mctime to the remaining departments.*

**OMB**, S1 and S2, Charge costs to the ERP project (\$63,060) and to departments (\$45,560), to reflect work OMB staff are doing elsewhere, ©13. As a result, the savings in the receiving accounts will be less than they would have been. OMB explained that *The departments funding the cost of OMB staff details are doing so within existing budgeted resources because of lapse. The quarterly analysis of expenditures will reflect the savings to OMB as well as the cost of the staff details to these departments.*

**Desktop Modernization NDA and the Technology Services budget** Council staff recommends the approval of the actions as submitted by the Executive for the Desktop Modernization NDA and the Technology Services budget, as discussed below. The discussion for the FY11 budget will permit a fuller discussion of systemic, sustainable changes to the way IT services are funded and deployed. Such a discussion must include outsourcing, Business Process Re-engineering in operating departments, consolidation of infrastructure services and strategies which cut across tax-supported agencies.

**Desktop Modernization NDA**

**Page 10, S1 (©13):** If PC acquisition costs are reduced by a further \$822,000:

1. What will be the effective replacement cycle if this cut is adopted, and how does it compare to other County agencies, as well as Best Industry Practices?
2. Are there Service Level Agreements (SLAs) which could be relaxed (for example, time to respond to various calls for service through the Help Line) and thus produce contractual savings?

3. Is there a possibility to add departments and agencies to the DCM program currently not participating and thus reduce IT costs in other departments?

**Response:** *With this cut, the effective replacement cycle would be 11.6 years. Based on industry research, Gartner recommends a 4-year replacement cycle. The \$397,000 contractual reduction in the FY10 budget was achieved through the implementation of several contract pricing adjustments as well as changes to contract SLAs. Mid-year relaxation of contract SLAs to produce savings is not feasible given the life-cycle requirements of a contract modification. DCM will assess the feasibility of further contractual savings should the need arise in the future. DCM is an enterprise program providing comprehensive seat management services and is available to all Departments within County Government. County Departments may consider the option of further utilizing the DCM contract as a means of generating IT cost savings. Outside agencies must make their own determination as to whether the DCM contract may potentially yield IT cost reductions. However, there is no mechanism for outside agencies to receive seat management services under the current DCM contract.*

### **Technology Services** (©15)

**Page 13, S1:** Reduce ortho-imagery acquisition by \$53,000. A strategic plan is being completed for GIS use across all County agencies. Is this reduction in line with its emerging recommendations, and who will set the priorities as to which County sections are implemented?

**Response:** *The GIS strategic plan being completed across all County agencies recognizes a need for orthophotos but has not addressed a separate funding mechanism for acquisition. There has not been a dedicated funding source for ortho-imagery acquisition for the County. DTS has collected contributions from certain inter-agency GIS consortium members to fund several ortho-imagery acquisition projects. Members of the inter-agency GIS consortium include MCG, M-NCPPC, WSSC, MCPS, City of Rockville, and the City of Gaithersburg.*

*Ideally, the whole County should be flown at the same time rather than piecemeal to provide a consistent set of images. DTS will set the priorities as to which County sections are implemented. Since 1993, DTS has been setting the priorities on behalf of the members of the inter-agency GIS consortium.*

**Page 14, S4:** Reduce Voice mail replacement by \$50,720.

1. MCPS is currently planning to replace their Voice mail system. Would it provide overall savings to consolidate the two actions and enable a single, agency wide and fully funded “hosted” system to move forward at a cost lower than the current sum of the MCG and MCPS programs?

**Response:** *The County is upgrading to an Avaya Modular Messaging Voice mail system. The engineering design is specific to County Government requirements, with associated cost. The system is capable of supporting additional endpoint, i.e., MCPS. However, consolidating the additional MCPS endpoints onto the County platform will require an engineering redesign, which will increase*

*the cost of the existing DTS Operating Budget to provide ongoing support and services for the expanded scope of the new system.*

2. Is it possible to further accelerate the MC311 implementation pace and reduce contact center script costs even further?

**Response:** *No, accelerating the MC311 implementation will create a strain on the existing, limited resources. Re-allocation of resources will create lapses in other areas associated with the implementation process which will impact cost as well as change the overall project schedule, for which voice considerations are only a small part.*

**Page 14, S7:** Reduce public safety mobile replacements by \$200,000.

1. What is the current number of mobiles scheduled for replacement and the associated cost in FY2010? **Response:** *Before this reduction, the total number of replacements planned was 200 units. After this reduction, the total planned replacements for FY10 is 150 units using the remaining allocation in the DCM NDA.*

2. What is the source of funding for those replacements? Is this source beyond that currently in the DCM program account and in the CIP PSCS program? **Response:** *The funding for the 50 replacements being reduced is DTS operating funds. Yes, this was in addition to the DCM NDA funds. There are currently no funds for mobile replacements in the PSCS CIP.*

3. Is there a replacement cycle that has been agreed for public safety mobiles? If so, please provide it. If not, how are decisions being made about the number of replacements and which departments will receive them each year? **Response:** *DTS has proposed and still believes that a 4-year replacement cycle is optimum. This was the basis for the funding of the first year of replacements through the DCM NDA. Approval of initial funding constituted implicit agreement by all parties including Council. Due to budget constraints this has not been sustained. A 4-year replacement cycle for the fleet of 1,600 mobiles requires \$1.6M funding annually.*

**Page 15, S17:** Decrease enterprise contractor support by \$30,000. What is the current amount of enterprise contractor support? What specific areas of contractor support are recommended for cutback? **Response:** *The Enterprise Systems and Operations Division (ESOD) currently has 10 on-site contractors, excluding ones dedicated to public safety and Tech Mod. The reduction will be in the areas of tape backup auditing and log analysis for preventive purposes.*

**Current revenue projects in the CIP** The Executive proposed \$9.216 million in current revenue reductions for 29 projects (©19). This Committee reviews 2 of them, and Council staff agrees with the reductions:

**Facilities Site Selection MCG** (\$191,000, ©20). *Some impact. Site selection activities for projects planned to begin in FY13 and beyond may be delayed.*

**Facility Planning MCG** (\$550,000, ©21). *Minimal impact. Some work will be delayed.*



OFFICE OF THE COUNTY EXECUTIVE  
ROCKVILLE, MARYLAND 20850

Isiah Leggett  
County Executive

MEMORANDUM

January 7, 2010

TO: Nancy Floreen, President, County Council  
FROM: Isiah Leggett, County Executive  
SUBJECT: FY10 Revised Savings Plan

Attached please find my Recommended FY10 Revised Savings Plan that identifies additional savings for the current year of over \$70 million. These savings are necessary to respond to the significantly worsened economic and fiscal conditions that we are faced with. Combined with the Savings Plan I transmitted to you last October 28, 2009, this represents a total reduction in the current fiscal year of approximately \$100 million. In developing this Savings Plan, our objectives were to identify real cost reduction opportunities that are continuing in nature, while prioritizing and preserving, to the extent possible, direct services and minimizing any reductions in force. However, given the magnitude and long-term nature of our fiscal challenge, it is necessary to make several reductions in existing services, including abolishing 70 County positions. We estimate that currently 44 of these positions slated for abolishment are filled and will require a Reduction in Force. We will make every effort to appropriately place the affected individuals into vacant positions.

The Revised Savings Plan includes several elements that are different from prior efforts. In addition to operating budget expenditure reductions, I am also recommending reductions in Capital Improvement Program (CIP) current revenue, liquidation of prior year contractual encumbrances, and a fund balance transfer.

Working together over the past three years we have been successful in closing gaps of nearly \$1.2 billion and bringing the total tax supported rate of growth down from 9.8% in FY07 to 1.6% in FY10, and the County Government rate of growth from 14.1% in FY07 to -2.2% in FY10. The rate of growth for FY10 will actually be much less after accounting for the impact of both rounds of the FY10 Savings Plan.

It is important to understand that, as I have stated previously many times, I will not recommend exceeding the Charter limit on property taxes in the FY11 Operating Budget. The County's taxpayers continue to face their own unprecedented fiscal challenges.

As indicated to the Council previously, this Savings Plan is necessary not only to conserve resources to apply to closing the projected FY11 budgetary gap of \$608 million, but also to maintaining a positive balance in the County's general fund for the current fiscal year. The FY10 revenue losses in income tax, transfer and recordation tax, investment income, and other receipts primarily

impacted the general fund. As a result, even after the first round Savings Plan, and absent actions to address these losses, the general fund would end the year with a deficit of nearly over \$64 million. Clearly, we can not allow this to happen. The County budget and finance staff will be working over the next two months to identify other actions necessary, in addition to the revised Savings Plan, to strengthen the condition of the general fund. We will work with the County Council and your staff on these other actions and a comprehensive description will be available in my Recommended FY11 Operating Budget.

While my funding priorities continue to be focused on education, public safety, and safety net services, it is not possible to provide a balanced budget without including significant reductions to programs within these priority areas. As the table below indicates, nearly 80% of our tax supported funding (\$3.1 billion) is already dedicated to these priorities. In the absence of a major tax increase, it is not possible to close a looming \$608 million budgetary gap in FY11 by making reductions to only 20% of the budget.

**FY10 Approved Tax Supported Budgetary Allocations\***

	Amounts	Cumulative Amounts	% Allocation	Cumulative % Allocation
<b>Education</b>				
Public Schools \$	2,138.4		54.0%	
College \$	231.7	\$ 2,370.1	5.9%	59.9%
<b>County Government</b>				
Public Safety \$	552.5	\$ 2,922.6	14.0%	73.8%
Health and Human Services \$	215.2	\$ 3,137.8	5.4%	79.3%
Transit \$	108.5	\$ 3,246.3	2.7%	82.0%
<b>Other County Government**</b>	\$ 515.2	\$ 3,761.5	13.0%	95.0%
<b>Park and Planning</b>	\$ 111.9	\$ 3,873.4	2.8%	97.9%
<b>Other Reserves and Non Agency Uses</b>	\$ 84.3	\$ 3,957.7	2.1%	

\* Amounts include debt service, CIP current revenues, and reserves but excludes grants and non-tax supported funds (grants and proprietary funds).

\*\* Includes Recreation, Public Libraries, Transportation (non-Transit), Consumer Protection, Human Rights, and other departments

If the Council does not support 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. These savings must be available to close the projected FY11 budget gap. We are only in the first step of the process in resolving the FY11 budgetary gap. Many 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 and indeed make future choices all the more difficult. The less time in which agencies have to make the necessary reductions, the deeper and more difficult those reductions will be in order to achieve the same savings. Resolution of the FY 11 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.

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, cost increases related to snow removal, and the very real potential for further substantive reductions in State aid. We have already absorbed cuts of nearly \$20 million in State aid in this fiscal year and I believe the Governor's soon to be released budget will contain further Local aid reductions.

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 protecting the fiscal health of the County Government.

IL:jfb

#### Attachments

- 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 SUMMARY (First and Second Rounds)

Fund/Department Name	FY10 Original Approp.	1st Savings Approved	% Change	2nd Savings Recommended	% Change	Total Savings	% Change
<b>Tax Supported</b>							
<b>General Fund</b>							
Board of Appeals	617,520	-7,000	-1.13%	-2,000	-0.32%	-9,000	-1.46%
Circuit Court	10,410,980	-52,050	-0.50%	-103,590	-1.00%	-155,640	-1.49%
Commission for Women	1,197,670	-26,950	-2.25%	-35,120	-2.93%	-62,070	-5.18%
Consumer Protection	2,442,010	-54,950	-2.25%	-71,610	-2.93%	-126,560	-5.18%
Correction and Rehabilitation	65,414,400	-327,070	-0.50%	-650,870	-0.99%	-977,940	-1.49%
County Attorney	5,224,980	-137,680	-2.64%	-238,440	-4.56%	-376,120	-7.20%
County Council	9,057,090	-203,780	-2.25%	-265,600	-2.93%	-469,380	-5.18%
County Executive	6,399,960	-144,000	-2.25%	-187,680	-2.93%	-331,680	-5.18%
Economic Development	7,628,240	-171,640	-2.25%	-223,700	-2.93%	-395,340	-5.18%
Emergency Management and Homeland Security	1,346,940	-6,730	-0.50%	-13,400	-0.99%	-20,130	-1.49%
Environmental Protection	3,013,960	-67,810	-2.25%	-88,380	-2.93%	-156,190	-5.18%
Ethics Commission	272,390	-6,130	-2.25%	-7,990	-2.93%	-14,120	-5.18%
Finance	9,751,930	-219,420	-2.25%	-185,980	-1.91%	-405,400	-4.16%
General Services	27,970,950	-629,350	-2.25%	-820,250	-2.93%	-1,449,600	-5.18%
Health and Human Services	194,074,350	-971,550	-0.50%	-1,992,300	-1.03%	-2,963,850	-1.53%
Housing and Community Affairs	5,066,790	-114,000	-2.25%	-149,460	-2.95%	-263,460	-5.20%
Human Resources	8,522,410	-203,330	-2.39%	-92,830	-1.09%	-296,160	-3.48%
Human Rights	2,160,810	-48,620	-2.25%	-70,470	-3.26%	-119,090	-5.51%
Inspector General	634,730	-14,280	-2.25%	-18,610	-2.93%	-32,890	-5.18%
Intergovernmental Relations	877,400	-19,740	-2.25%	-25,730	-2.93%	-45,470	-5.18%
Legislative Oversight	1,341,070	-27,000	-2.01%	-26,820	-2.00%	-53,820	-4.01%
Management and Budget	3,703,890	-83,340	-2.25%	-108,620	-2.93%	-191,960	-5.18%
Merit System Protection Board	159,960	-2,500	-1.56%	-4,000	-2.50%	-6,500	-4.06%
NDA - Desktop Modernization	6,839,290	-153,880	-2.25%	-882,000	-12.90%	-1,035,880	-15.15%
NDA - Housing Opportunities Commission	6,136,340	-30,680	-0.50%	-61,060	-1.00%	-91,740	-1.50%
NDA - Leases	19,225,800	-432,580	-2.25%	0	0.00%	-432,580	-2.25%

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## FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

Fund/Department Name	FY10 Original Approp.	1st Savings Approved	% Change	2nd Savings Recommended	% Change	Total Savings	% Change
People's Counsel	246,520	-5,390	-2.19%	0	0.00%	-5,390	-2.19%
Police	246,262,150	-1,231,310	-0.50%	-6,857,740	-2.78%	-8,089,050	-3.28%
Public Information	1,215,210	-27,340	-2.25%	-35,640	-2.93%	-62,980	-5.18%
Public Libraries	37,569,400	-1,595,310	-4.25%	-1,079,220	-2.87%	-2,674,530	-7.12%
Regional Services Centers	4,140,360	-93,260	-2.25%	-121,410	-2.93%	-214,670	-5.18%
Sheriff	20,631,770	-103,160	-0.50%	-205,290	-1.00%	-308,450	-1.50%
State's Attorney	12,148,340	-60,740	-0.50%	-120,880	-1.00%	-181,620	-1.50%
Technology Services	31,844,190	-716,490	-2.25%	-933,830	-2.93%	-1,650,320	-5.18%
Transportation	46,573,220	-1,171,900	-2.52%	-1,362,040	-2.92%	-2,533,940	-5.44%
Zoning & Administrative Hearings	524,440	-4,500	-0.86%	0	0.00%	-4,500	-0.86%
<b>General Fund Total:</b>	<b>800,647,460</b>	<b>-9,165,460</b>	<b>-1.14%</b>	<b>-17,042,560</b>	<b>-2.13%</b>	<b>-26,208,020</b>	<b>-3.27%</b>
<b>Special Funds</b>							
Urban District - Bethesda	3,380,210	0	0.00%	-101,410	-3.00%	-101,410	-3.00%
Urban District - Silver Spring	2,891,930	0	0.00%	-86,760	-3.00%	-86,760	-3.00%
Urban District - Wheaton	1,660,080	0	0.00%	-49,800	-3.00%	-49,800	-3.00%
Mass Transit	108,457,800	-350,580	-0.32%	-2,732,920	-2.52%	-3,083,500	-2.84%
Fire	192,974,090	-965,000	-0.50%	-2,300,280	-1.19%	-3,265,280	-1.69%
Recreation	30,528,520	-684,240	-2.24%	-595,330	-1.95%	-1,279,570	-4.19%
<b>Special Funds Total:</b>	<b>339,892,630</b>	<b>-1,999,820</b>	<b>-0.59%</b>	<b>-5,866,500</b>	<b>-1.73%</b>	<b>-7,866,320</b>	<b>-2.31%</b>
<b>MCG Tax Supported Total:</b>	<b>1,140,540,090</b>	<b>-11,165,280</b>	<b>-0.98%</b>	<b>-22,909,060</b>	<b>-2.01%</b>	<b>-34,074,340</b>	<b>-2.99%</b>

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## FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

Fund/Department Name	FY10 Original Approp.	1st Savings Approved	%	2nd Savings Recommended	%	Total Savings	%
			Change		Change		Change
<b>Non-Tax Supported</b>							
<b>Special Funds</b>							
Cable Television	11,574,470	-160,430	-1.39%	-173,620	-1.50%	-334,050	-2.89%
Montgomery Housing Initiative	31,140,690	-467,110	-1.50%	-467,110	-1.50%	-934,220	-3.00%
Water Quality Protection Fund	8,895,850	-133,440	-1.50%	-133,440	-1.50%	-266,880	-3.00%
<b>Enterprise Fund</b>							
Community Use of Public Facilities	9,169,440	-137,540	-1.50%	-137,540	-1.50%	-275,080	-3.00%
Solid Waste Collection	6,739,640	-100,220	-1.49%	-49,780	-0.74%	-150,000	-2.23%
Solid Waste Disposal	95,722,050	-1,118,000	-1.17%	-1,358,430	-1.42%	-2,476,430	-2.59%
Parking District - Bethesda	11,283,280	-169,250	-1.50%	-125,350	-1.11%	-294,600	-2.61%
Parking District - Montgomery Hills	116,430	-1,750	-1.50%	-1,750	-1.50%	-3,500	-3.01%
Parking District - Silver Spring	10,709,410	-160,640	-1.50%	-132,990	-1.24%	-293,630	-2.74%
Parking District - Wheaton	1,296,320	-19,440	-1.50%	-19,440	-1.50%	-38,880	-3.00%
Liquor Control	44,495,260	-1,001,140	-2.25%	0	0.00%	-1,001,140	-2.25%
Permitting Services	27,067,180	-406,010	-1.50%	-406,010	-1.50%	-812,020	-3.00%
Vacuum Leaf Collection	5,247,990	0	0.00%	0	0.00%	0	0.00%
<b>MCG Non-Tax Supported Total:</b>	<b>263,458,010</b>	<b>-3,874,970</b>	<b>-1.47%</b>	<b>-3,005,460</b>	<b>-1.14%</b>	<b>-6,880,430</b>	<b>-2.61%</b>
<b>Internal Service Funds</b>							
<b>Internal Service Funds</b>							
Printing & Mail	6,528,490	-97,930	-1.50%	-97,930	-1.50%	-195,860	-3.00%
Motor Pool	64,694,320	-1,455,620	-2.25%	-970,410	-1.50%	-2,426,030	-3.75%
<b>MCG Internal Service Funds Total:</b>	<b>71,222,810</b>	<b>-1,553,550</b>	<b>-2.18%</b>	<b>-1,068,340</b>	<b>-1.50%</b>	<b>-2,621,890</b>	<b>-3.68%</b>
<b>Montgomery County Government:</b>	<b>1,475,220,910</b>	<b>-16,593,800</b>	<b>-1.12%</b>	<b>-26,982,860</b>	<b>-1.83%</b>	<b>-43,576,660</b>	<b>-2.95%</b>

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## FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

Fund/Department Name	FY10 Original Approp.	1st Savings Approved	% Change	2nd Savings Recommended	% Change	Total Savings	% Change
Montgomery County Public Schools *:	1,940,540,941	-9,900,000	-0.51%	-22,000,000	-1.13%	-31,900,000	-1.64%
Montgomery College *:	107,079,321	-1,070,790	-1.00%	-1,700,000	-1.59%	-2,770,790	-2.59%
Maryland-National Capital Park and PI *:	106,646,100	-2,180,000	-2.04%	-1,250,000	-1.17%	-3,430,000	-3.22%
Debt Service *:	246,500,690	0	0.00%	-2,159,450	-0.88%	-2,159,450	-0.88%
<b>TOTAL ALL AGENCIES</b>	<b>3,875,987,962</b>	<b>-29,744,590</b>	<b>-0.77%</b>	<b>-54,092,310</b>	<b>-1.40%</b>	<b>-83,836,900</b>	<b>-2.16%</b>

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\* amounts exclude debt service; the College budget is the FY10 local contribution

FY10 Savings Plan (2nd Rnd)- Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
<b>Consumer Protection</b>			
S7	DECREASE COST: REDUCE OFFICE SUPPLIES AND MISCELLANEOUS OPERATING EXPENSES Reduction based on historic data.	-12,820	0
<b>Consumer Protection Total:</b>		<b>-71,610</b>	<b>0</b>
<b>Correction and Rehabilitation</b>			
S1	DECREASE COST: LAPSE UNIFORMED AND NON-UNIFORMED POSITIONS TO REDUCE PERSONNEL COSTS The Department of Correction and Rehabilitation (DOCR) will reduce personnel cost by continuing lapsing positions (above budgeted lapse) frozen in the 1st Round FY10 Savings Plan and by not filling 11 vacant positions for the remainder of FY10 to meet assigned targeted savings. Workload will increase with the existing staff. The Department plans to manage operations such that no net increase in overtime is generated. The following eleven positions will be lapsed for the remainder of the fiscal year: -At the Montgomery County Correctional Facility (MCCF), a Correctional Dietary Officer, and a Correctional Officer; -At the Montgomery County Detention Center (MCDC), a Correctional Record Technical, and two Correctional Officers; an Intake Processing Aide, and a Warden; -At Pre-Release and Re-Entry Services (PRRS), two Correctional Specialists; -At Pre-Trial Services (PTS), an Office Services Coordinator and a Principal Administrative Aide. In addition, overtime at PRRS will be reduced. Some of the personnel cost reductions of the positions listed above are a continuation from the 1st Round FY10 Savings Plan reductions.	-650,870	0
<b>Correction and Rehabilitation Total:</b>		<b>-650,870</b>	<b>0</b>
<b>County Attorney</b>			
S1	DECREASE COST: LAPSE - ACAIII HEALTH & HUMAN SERVICES DIVISION Lapse ACA III in Health & Human Services Division. Position has been vacant for all of FY10 and will be lapsed until the end of FY10.	-130,320	0
S2	DECREASE COST: LAPSE - ACAIII ZONING, LAND USE & ECON. DEVELOPMENT DIVISION Lapse ACAIII from Zoning, Land Use & Econ. Development Division through end of FY10. Position has been vacant since 10/12/09.	-108,120	0
<b>County Attorney Total:</b>		<b>-238,440</b>	<b>0</b>
<b>County Council</b>			
S1	REDUCE: REDUCE OPERATING EXPENSE, INCLUDING PROFESSIONAL SERVICES, IMAGING, DUPLICATING AND MAIL.	-265,600	0
<b>County Council Total:</b>		<b>-265,600</b>	<b>0</b>
<b>County Executive</b>			
S1	REDUCE: REDUCE INTERNAL AUDIT CONTRACTS This \$187,680 budget reduction will delay the implementation of Montgomery County's audit program and increase the County's risk exposure in the short term.	-187,680	0
<b>County Executive Total:</b>		<b>-187,680</b>	<b>0</b>
<b>Economic Development</b>			
S1	SHIFT: ONE-STOP CAREER CENTER WHEATON LEASE TO FEDERAL WORKFORCE INVESTMENT ACT (WIA) GRANT The department will use ARRA funds to pay for the lease resulting in little to no impact on services for the remainder of FY10.	-67,000	0
S2	REDUCE: WORKFORCE The job assignments from the eliminated PAA will be absorbed by existing administrative staff. Elimination of one Resource Conservationist will result in reduced capacity for the remaining 1.0 County position as well as the reassignment of duties to the other Montgomery Soil Conservation District staff to fulfill necessary job responsibilities that include, but are not limited to, developing soil conservation and water quality plans, providing forest harvest sediment and erosion control, reviewing for forest harvest permits, and coordination and administration of two major events during the course of the year-the Envirothon	-49,550	0

Ref No.	Title	\$	Revenue
<b>Economic Development</b>			
	and Close Encounters with Agriculture. Elimination of one Manager III position will impact DED services to the business community and will require shifting personnel and a re-evaluation of the business services that are offered by the department.		
S3	<b>REDUCE: CANCEL WEB DESIGN SERVICES RFP FOR FY10</b> The improvement of the DED website was a key focus of Action Item #3 within the Strategic Plan, and a Request for Proposals for web design services was expected for release in January, 2010. Without the contract, the department will be unable to:  1. Revamp the web site to provide for a more interactive experience for visitors 2. Create additional links to topics of interest, such as procurement opportunities through ARRA 3. Recode DED's web pages with keywords and meta tags to optimize our position on major Web search engines –Google, in particular.	-59,150	0
S4	<b>REDUCE: WHEATON INNOVATION CENTER RENT LEASE (ONE-YEAR )</b> Continue the current lease at a reduced rate for the remainder of FY10 due to re-negotiations with the leaseholder. DED is also discussing the possibility of continuing the lease at the reduced rate into FY11 as well.	-48,000	0
<b>Economic Development Total:</b>		<b>-223,700</b>	<b>0</b>
<b>Emergency Management and Homeland Security</b>			
S1	<b>ELIMINATE: ELIMINATE 1 VEHICLE</b> Staff will not be able to rely on the use of county vehicle to attend meetings and other future functions. May not be able to provide staff and or supplies to support critical functions outside the EOC during events requiring 4-wheel drive vehicles.	-2,030	0
S2	<b>DECREASE COST: LAPSE MANAGER III COSTS</b> The county is potentially losing revenue from commercial organizations using hazardous materials. The county will be unable to review emergency plans for commercial facilities in a timely manner. The county may be delayed in addressing critical issues impacting government operations during emergencies.	-11,370	0
<b>Emergency Management and Homeland Security Total:</b>		<b>-13,400</b>	<b>0</b>
<b>Environmental Protection</b>			
S1	<b>DECREASE COST: CONTRACTUAL SERVICES</b> Implementation of the Sustainability Report may be delayed.	-40,000	0
S2	<b>ELIMINATE: ABOLISH VACANT PART-TIME PROGRAM SPECIALIST II POSITION</b> Abolishing the part-time Program Specialist II position will have no impact. The functions performed by this position have been absorbed by existing staff.	-21,310	0
S3	<b>DECREASE COST: LOCAL AND NON-LOCAL TRAVEL, EDUCATION, AND TRAINING</b> There is no service impact due to this reduction.	-12,180	0
S4	<b>DECREASE COST: VARIOUS MISCELLANEOUS OPERATING EXPENSES</b> There is no service impact due to this reduction.	-14,890	0
<b>Environmental Protection Total:</b>		<b>-88,380</b>	<b>0</b>
<b>Ethics Commission</b>			
S1	<b>DECREASE COST: CONSULTANT SERVICES</b> The office is reducing consulting services.	-7,990	0
<b>Ethics Commission Total:</b>		<b>-7,990</b>	<b>0</b>
<b>Finance</b>			
S1	<b>REDUCE: TIMESHEET DATA ENTRY KEYPUNCH CONTRACT</b> With the successful deployment of MCTime to more Departments, the required timesheet data entry keypunch services will be reduced proportionately.	-160,280	0
S2	<b>DECREASE COST: MISCELLANEOUS OPERATING EXPENSES</b> Reduce miscellaneous operating expenses: office supplies and equipment. Impact: not replacing old office equipment may result in increased maintenance and repair costs.	-25,700	0

FY10 Savings Plan (2nd Rnd)- Description/Justification

MCG Tax Supported

Ref No. Title \$ Revenue

Finance

Suspend training and related travel expenses. Impact: Professional staff may not stay current with trends, opportunities and activities in their field.

Finance Total: -185,980 0

General Services

S1	<b>REDUCE: CONTRACT JANITORIAL SERVICES AT EDISON PARK CAMPUS</b> Janitorial services will not be performed on a daily basis	-175,000	0
S2	<b>REDUCE: CONTRACT STRUCTURAL MAINTENANCE AT EDISON PARK CAMPUS</b> Structural repairs will be done on unsafe conditions only.	-85,000	0
S3	<b>REDUCE: CONTRACT JANITORIAL SERVICES AT COUNTY BUILDINGS</b> Custodial services will be performed less frequently at County buildings.	-80,000	0
S4	<b>REDUCE: CONTRACT MASONRY SERVICES</b> Masonry repairs will be done on unsafe conditions only.	-49,000	0
S5	<b>REDUCE: CONTRACT ELECTRICAL MAINTENANCE SERVICES</b> Electrical services will be performed on an as-needed basis only for essential needs.	-50,000	0
S6	<b>REDUCE: CONTRACT ELECTRICAL MAINTENANCE AT SEVEN LOCKS CORRECTIONAL FACILITY</b> Electrical maintenance will be done on an as-needed basis only for essential needs.	-30,000	0
S7	<b>REDUCE: OTHER PROFESSIONAL SERVICES - FACILITIES MAINTENANCE DIVISION</b> This will reduce Facilities' ability to assess and address issues as they arise.	-33,000	0
S8	<b>REDUCE: CONTRACT HVAC MAINTENANCE SERVICES</b> HVAC maintenance services will be performed on an as-needed basis only for essential needs.	-60,000	0
S9	<b>REDUCE: CONTRACT MOVING SERVICES</b> This will eliminate all remaining funds for moving contractors. Any agencies requiring moving services will need to pay for the service from their budgets.	-20,780	0
S10	<b>REDUCE: TEMPORARY OFFICE STAFFING CONTRACT</b> General Services will be unable to hire temporary clerical and similar help. This may slow services to County agencies and make the Department less efficient.	-11,790	0
S11	<b>REDUCE: MOTOR POOL</b> Our contribution to the vehicle replacement fund	-88,750	0
S12	<b>REDUCE: GENERAL OFFICE SUPPLIES</b> DGS Division of Real Estate and Management Services will eliminate all further purchases of office supplies for the remainder of FY10.	-11,000	0
S13	<b>REDUCE: OTHER PROFESSIONAL SERVICES - DIVISION OF REAL ESTATE AND MANAGEMENT SERVICES</b> The Division of Real Estate and Management Services will be unable to purchase any new or additional consulting services for the remainder of FY10, potentially leading to decreased efficiency.	-87,390	0
S14	<b>REDUCE: COMPUTER SOFTWARE</b> Reducing computer software will restrain our ability for technological improvements in general fund service areas.	-20,000	0
S15	<b>REDUCE: BOOKS AND REFERENCE MATERIALS</b> DGS will not be able to purchase updated IT references, Real Estate guide references, leading to decreased efficiency.	-2,540	0
S16	<b>REDUCE: COMPUTER EQUIPMENT PURCHASE</b> DGS will be unable to purchase any new or additional computer equipment for the remainder of FY10 potentially leading to decreased efficiency.	-15,000	0
S17	<b>REDUCE: ADVERTISING -JOBS</b>	-400	0

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FY10 Savings Plan (2nd Rnd)- Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
<b>Health and Human Services</b>			
S29	<b>DECREASE COST: WEST NILE VIRUS VECTOR SURVEILLANCE</b> There is no impact on services. This reduction is based on historical underspending.	-24,000	0
S30	<b>DECREASE COST: PROJECT DELIVER</b> There should be no impact on services. FY10 deliveries are down. There are fewer deliveries and therefore fewer doctors are billing.	-60,000	-3,450
S31	<b>DECREASE COST: CARE FOR KIDS CONTRACT AND OPERATING EXPENSES</b> Reduce contractual funds and shift more Care For Kids enrollees to the School Based Health Centers and the High School Wellness center and reduce operating expenses based on historical underspending	-110,000	0
S32	<b>DECREASE COST: MONTGOMERY CARES</b> This reduction is due to savings (due to underutilization) found in Homeless Health contract and lapse from Contractual positions.	-183,000	0
S33	<b>DECREASE COST: UNENCUMBERED OPERATING EXPENSES IN WOMEN'S HEALTH SERVICES</b> This reduction will reduce administrative support.	-9,000	0
S34	<b>DECREASE COST: REPRODUCTIVE HEALTH CONTRACTS</b> This reduction is based on underutilization by the contractor due to eligibility changes.	-31,000	0
S35	<b>DECREASE COST: TUITION AND TRAVEL IN PUBLIC HEALTH ADMINISTRATION</b> There is no impact on services.	-5,000	0
S36	<b>ELIMINATE: THE WHEATON PUBLIC INEBRIATION INITIATIVE TEAM (PIIT) PROGRAM-NEW INITIATIVE IN FY10-NEVER IMPLEMENTED</b> This reduction eliminates the entire Wheaton Public Inebriation Initiative Team (PIIT) program. The department created two Behavioral Tech positions (PIN 16467, 16468) - these positions were never filled. This reduction also eliminates the budgets for sobering beds contract in Avery Road Treatment Center (ARTC) and other supplies for Wheaton PIIT in FY10.	-134,000	0
S37	<b>DECREASE COST: REDUCE THE PSYCHIATRIC CONTRACT BUDGET IN FY10</b> Currently the department does not have a contract psychiatrist working in Child and Adolescent Mental Health Services and have not since December 31, 2008. The existing client caseloads are handled by the two merit psychiatrists (1 full time 1 part time 0.5wy).	-152,260	0
S38	<b>DECREASE COST: PAPER AND PRINTING REDUCTIONS</b> This savings represents the remaining amount of printing and mail reductions not taken in our round 1 Savings Plan.	-141,010	-3,650
S39	<b>DECREASE COST: VACANCY SAVINGS</b> The department will achieve savings by deferring and delaying hiring for vacant positions. The department will closely monitor its personnel costs to ensure that we meet our savings plan target.	-180,350	0
S40	<b>DECREASE COST: SAVINGS FROM GUIDE AUDIT FINDINGS</b> There is no service impact. This money is the result of an audit that showed that the county had overpaid GUIDE for FY08 and FY09 contracts.	-23,020	0
<b>Health and Human Services Total:</b>		<b>-1,992,300</b>	<b>-61,270</b>
<b>Housing and Community Affairs</b>			
S1	<b>DECREASE COST: DELAY HIRING LANDLORD TENANT INVESTIGATOR</b> Delay in filling this position (01/01/10-06/30/10) will result in increase in workload for existing Landlord Tenant Investigators which may increase the time in resolving cases. Customer service/satisfaction may be impacted.	-74,760	0
S2	<b>SHIFT: USE WEATHERIZATION ARRA TO FUND EXISTING POSITIONS</b> No impact to service is expected.	-74,700	0
<b>Housing and Community Affairs Total:</b>		<b>-149,460</b>	<b>0</b>
<b>Human Resources</b>			
S1	<b>DECREASE COST: JOB ADVERTISING IN THE WASHINGTON POST</b> Since there is a hiring freeze, there will be no service impact.	-2,780	0

Ref No.	Title	\$	Revenue
<b>Human Resources</b>			
S2	SHIFT: INCREASE PERCENTAGE OF OHR FRONT DESK COST CHARGED TO BENEFITS FROM 25% TO 50% There will be no service impact. This is a re-alignment of costs with actual utilization of front desk staff.	-10,960	0
S3	SHIFT: ALLOCATE 50% OF CRM CHARGE TO OHR GENERAL FUND TO BENEFITS There will be no service impact. This is a re-allocation of charges to reflect utilization of services.	-57,750	0
S4	SHIFT: MOVE 0.5 WORK YEAR OF POSITION IN RECORDS MANAGEMENT TO CIP/ERP FOR SIX MONTHS TO FILL VACANT ERP POSITION Move 0.5 WY from Records management team to CIP/ERP to fill in for Vacant Human Resources Specialist III for half of FY10. Workload for other team staff will increase but incumbent in position will gain ERP experience which will benefit team in the long run.	-21,340	0
<b>Human Resources Total:</b>		<b>-92,830</b>	<b>0</b>
<b>Human Rights</b>			
S1	DECREASE COST: LAPSE VACANT INVESTIGATOR III POSITION There is no impact to service	-70,470	0
<b>Human Rights Total:</b>		<b>-70,470</b>	<b>0</b>
<b>Inspector General</b>			
S1	DECREASE COST: REDUCE PERSONNEL COSTS; LWOP FOR 3+ WEEKS BY IG No foreseen service impact to County.	-9,810	0
S2	DECREASE COST: REDUCE SUBOBJECT CODE 1633, GROUP INSURANCE, BY \$4,000 No foreseen service impact to County.	-4,000	0
S3	DECREASE COST: REDUCE SUBOBJECT CODE 3149, OTHER CENTRAL DUPLICATING, BY \$500 No foreseen service impact to County.	-500	0
S4	DECREASE COST: REDUCE SUBOBJECT CODE 3200, OUTSIDE PRINTING, BY \$500 No foreseen impact on service to County.	-500	0
S5	DECREASE COST: REDUCE SUBOBJECT CODE 3549, EDUCATION & TRAINING, BY \$1,000 No foreseen impact to County service.	-1,000	0
S6	DECREASE COST: REDUCE SUBOBJECT CODE 3602, ADVERTISING, BY \$500 No foreseen impact on service to County.	-500	0
S7	DECREASE COST: REDUCE SUBOBJECT CODE 3700, PROFESSIONAL MEMBERSHIPS, BY \$500 No foreseen impact on service to County.	-500	0
S8	DECREASE COST: REDUCE SUBOBJECT CODE 3802, FURNITURE, BY \$1,000 No foreseen impact on service to County.	-1,000	0
S9	DECREASE COST: REDUCE SUBOBJECT CODE 4600, BOOKS, BY \$500 No foreseen impact on service to County.	-500	0
S10	DECREASE COST: REDUCE SUBOBJECT CODE 5050, MEETINGS, BY \$300 No foreseen impact on service to County.	-300	0
<b>Inspector General Total:</b>		<b>-18,610</b>	<b>0</b>
<b>Intergovernmental Relations</b>			
S1	REDUCE: PROFESSIONAL SERVICES - REDUCE HEALTH AND HUMAN SERVICES LEGISLATIVE ANALYST SERVICES	-25,730	0

Ref No.	Title	\$	Revenue
<b>Intergovernmental Relations</b>			
	Reducing this appropriation will diminish the level of effort and therefore negatively impact the quality of services currently provided by the HHS staff person assigned to advocate at the State and Federal levels on issues of importance related to the delivery of health and social services to Montgomery County residents.		
	<b>Intergovernmental Relations Total:</b>	<b>-25,730</b>	<b>0</b>
<b>Legislative Oversight</b>			
S1	<b>REDUCE: CONTINUE LAPSE OF THE PUBLIC ADMINISTRATION INTERN POSITION</b> OLO will continue lapsing our one vacant position (a PAD); not being able to fill this job reduces our staff by about 10%.	<b>-26,820</b>	<b>0</b>
	<b>Legislative Oversight Total:</b>	<b>-26,820</b>	<b>0</b>
<b>Management and Budget</b>			
S1	<b>REDUCE: IT STAFF DETAILED TO ERP</b> 50% of staff time for two OMB IT staff have been dedicated to the ERP project. While this reduces their availability for OMB support at this time, it will assure that the ERP system better meets the needs of OMB and all County departments once implemented.	<b>-63,060</b>	<b>0</b>
S2	<b>REDUCE: BUDGET STAFF DETAILED TO DEPARTMENTS</b> OMB has and will continue to provide support to departments that don't have resources to complete tasks related to management and budgeting because of critical vacancies. While this reduces resources dedicated to OMB, it assures that departments have the support they need to complete the budget process. A portion of staff time of two OMB analysts and one OMB manager are supporting the Regional Services Centers, the Urban Districts and the Department of Recreation.	<b>-45,560</b>	<b>0</b>
	<b>Management and Budget Total:</b>	<b>-108,620</b>	<b>0</b>
<b>Merit System Protection Board</b>			
S1	<b>DECREASE COST: GROUP HEALTH INSURANCE. GROUP INSURANCE SAVINGS AS STAFF'S DEPENDENTS NO LONGER ELIGIBLE FOR COVERAGE.</b> Group insurance savings as staff's dependents no longer eligible for coverage.	<b>-3,500</b>	<b>0</b>
S2	<b>DECREASE COST: MEETINGS: MEAL/SNACKS</b> Freezing account	<b>-500</b>	<b>0</b>
	<b>Merit System Protection Board Total:</b>	<b>-4,000</b>	<b>0</b>
<b>NDA - Desktop Modernization</b>			
S1	<b>REDUCE: REDUCE PC ACQUISITION COSTS FOR DESKTOP COMPUTER MODERNIZATION PROGRAM</b> The first round FY10 savings plan of 2.25% required the DCM program to reduce acquisitions and replacement of PC's by 149 units, down to a projected level of 1,611 PC's. The 2nd round FY10 savings plan of 12.9% will require DCM to reduce acquisitions and replacements by an additional 853 units, down to a projected level of 758 total units to be replaced in FY10.	<b>-882,000</b>	<b>0</b>
	<b>NDA - Desktop Modernization Total:</b>	<b>-882,000</b>	<b>0</b>
<b>NDA - Housing Opportunities Commission</b>			
S1	<b>DECREASE COST: SALARY AND BENEFIT LAPSE</b> In order to minimize a negative impact on our clients and to meet the County's deadline, HOC proposes that salary and benefit lapse be identified as the source for the \$61,060 savings.	<b>-61,060</b>	<b>0</b>
	<b>NDA - Housing Opportunities Commission Total:</b>	<b>-61,060</b>	<b>0</b>
<b>Police</b>			
S1	<b>DECREASE COST: REDUCE FEES PAID TO SAFE SPEED CONTRACTOR</b> Per contract, the County pays a \$16.25 fee to the Safe Speed vendor for each \$40.00 citation that is paid by speed violators. Based on the latest projections from the MCP Automated Traffic Enforcement Unit (ATEU), the number of citations paid for FY10 will be approximately 370,000, which is substantially less than the amount originally projected. This reduction is attributable to changes in State law effective October 1, 2009, which directly affects the Safe Speed Program, as well as changes in driver behavior to reduce traffic speeds. Based on this projection, the MCP can save \$4,671,740 as the payments to the Safe Speed vendor will be reduced due to 287,492 less paid violations projected for FY10.	<b>-4,671,740</b>	<b>0</b>

FY10 Savings Plan (2nd Rnd)- Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
<b>Police</b>			
S2	DECREASE COST: DELAY OF THE JANUARY 2010 POLICE OFFICER CANDIDATES CLASS TO APRIL 2010	-618,000	0
S3	DECREASE COST: MOTOR POOL CHARGEBACK Savings in the Motor Pool Chargeback reflects projected reductions in maintenance and fuel cost.	-1,568,000	0
<b>Police Total:</b>		<b>-6,857,740</b>	<b>0</b>
<b>Public Information</b>			
S1	ELIMINATE: PEDESTRIAN SAFETY FUNDS All remaining pedestrian safety funds are eliminated, which halts plans to produce a Spanish-language version of the "Drive Safe" video, as well as plans to do outreach for the "Parking Lots Are Danger Zones" campaign.	-14,130	0
S2	SHIFT: VISUAL INFORMATION SPECIALIST (GRAPHIC DESIGNER/PRODUCTION SETUP) POSITION TO THE CABLE FUND. With this position spending more time on cable productions and issues, the Office of Public Information will have to find new ways to manage its substantial workload.	-21,510	0
<b>Public Information Total:</b>		<b>-35,640</b>	<b>0</b>
<b>Public Libraries</b>			
S1	REDUCE: LIBRARY MATERIALS The reduction itself is 12.7% from the original FY10 budget. Collectively the total reduction to the library materials budget since July 1st would be \$2.05m, or 37.2%, leaving an effective base budget of \$3.46 million for FY10. All materials purchasing areas will be affected. Very substantial reductions or eliminations will also be made in magazine/newspapers, music, print reference materials, and databases. Cessation of certain State of Maryland database products will lessen the materials available via Interlibrary Loan.	-698,450	0
S2	REDUCE: SUBSTITUTE STAFFING Substitute staffing (cut 15% for FY10) will be further reduced by 20% from the FY10 base budget. Merit branch staffing has been reduced already by 11% from FY09 levels, with no decrease in service hours, and increasing use (8% so far in FY10) by customers. The inability to book substitute staff to cover for merit staff who go on annual or sick leave will reduce information services. This magnitude of reduction will force the department to sporadically close information desks down due to lack of staffing and an inability to cover the resulting gap. There will be an increased risk, especially in severe weather conditions, that branches may have to be closed or closed early at unexpected intervals due to critical staffing shortages.	-112,940	0
S3	REDUCE: SUNDAY SERVICE PROFESSIONAL INFORMATION STAFF AT ALL EIGHT LOCATIONS TO CIRCULATION STAFF ONLY AND MAINTAIN TELEPHONE ASK-A-LIBRARIAN LOCATED AT ROCKVILLE - NO HOURS REDUCTION Staffing will be reduced on Sundays, no information services will be provided, except for the Ask-a-Librarian Service. Represents a 25% reduction to Sunday staffing costs in this FY.	-100,000	0
S4	REDUCE: LIBRARY MATERIALS PROCESSING Less library materials being purchased. Abolish 1 of 4 positions assigned to process library materials (e.g. prepare them for use in the library system). (Libr. Tech. FT)	-14,500	0
S5	REDUCE: HUMAN RESOURCES SUPPORT Reduction/practical elimination of recruiting, and conversion to MCTime reduce workload in this area until hiring freeze is lifted. Other administrative functions of this position will be redistributed to central administration staff. (PAA FT).	-7,270	0
S6	REDUCE: LIBRARY MATERIALS CATALOGING Less library materials being purchased. Abolish 1 of 3 positions assigned to catalog library materials. (Library Assoc. II FT).	-27,000	0
S7	REDUCE: CENTRAL ADMIN SUPPORT Central staff will be re-assigned to cover reception desk and administration phone lines. Some reduction of Central Administration's capacity to provide internal and external customer service. (AA PT).	-4,720	0
S8	REDUCE: FURNISHINGS AND MEETING ROOMS This reduction to an already small budget in comparison to the number of branches supported will result in a decrease in seating and other furniture for customers. Pieces of furniture in the library system are regularly worn beyond safe, sanitary, or	-30,000	0

Ref No.	Title	\$	Revenue
<b>Regional Services Centers Total:</b>		<b>-121,410</b>	<b>0</b>
<b>Sheriff</b>			
S1	<b>REDUCE: INCREASE CIVILIAN LASPE</b> 3 Civilian Staff will kept vacant to meet round 2 of the savings plan	<b>-43,050</b>	<b>0</b>
S2	<b>ELIMINATE: ROOKIE CLASS, 3 CANDIDATES</b> Suspend hiring of 3 Sheriff Candidates for the spring Academy class.	<b>-108,530</b>	<b>0</b>
S3	<b>DECREASE COST: ADJUST SHIFTS TO ELIMINATE 4-12 HOSPITAL GUARD OT ASSIGNMENT</b> Adjust deputy staffing on 4-12 shift to eliminate an overtime shift for Hospital Guard duty. Increase in prisoner hospitalizations is resulting in one prisoner being in the hospital approximately 75% of the time on the 4-12 PM shift. In previous years, hospital guard was less than 50% of the time, so it was economically better to schedule overtime to cover the assignments, rather than dedicate staff to a post for this assignment. With a 75% predictability of someone being in the hospital, it makes more sense to cover this assignment with scheduled staff. Savings are for one 8 hour shift of overtime, 5 days a week.	<b>-53,710</b>	<b>0</b>
<b>Sheriff Total:</b>		<b>-205,290</b>	<b>0</b>
<b>State's Attorney</b>			
S1	<b>DECREASE COST: LAPSE ONE OFFICE SERVICES COORDINATOR POSITION</b> By lapsing one full time Office Services Coordinator position, the workload for this position will be absorbed by other OSCs in the office. There is no service impact associated with this reduction. The employee currently in this position has applied for a disability retirement and is awaiting the decision of the County to determine if it is service or non-service connected. This position will not be filled for the remainder of FY10, but will be filled for FY11.	<b>-35,010</b>	<b>0</b>
S2	<b>DECREASE COST: LAPSE ONE SPECIAL INVESTIGATOR POSITION</b> By lapsing one Special Investigator position, the workload will be redistributed among remaining staff. This will require existing staff to adjust priorities to ensure all current cases are handled appropriately. The employee currently in this position is being moved to an administrative position within the office. There is no service impact.	<b>-57,380</b>	<b>0</b>
S3	<b>DECREASE COST: REDUCTION OF MISCELLANEOUS OPERATING EXPENSES</b> There will be a reduction of operating expenses in the following sub-object codes:  2026-Legal/Attorney Services 3149-Other Central Dup Svcs-Printing 3150-Other Central Dup-Postage-Bulk 3522-Professional/Licensure Training 6999-Other Misc Operating Expenses The total reduction in operating expenses for FY10 is 25,150. There will be no service impact as a result of these reductions.	<b>-25,150</b>	<b>0</b>
S4	<b>DECREASE COST: RETURN TWO ADMINISTRATIVE VEHICLES TO FLEET MANAGEMENT</b> The return of two administrative vehicles currently assigned to the Special Prosecutions Unit will have no service impact. If a meeting outside the office is required, investigators will use their personal vehicles to attend. The two vehicles being turned in are stock numbers 021640 and 041645. The Division of Fleet Management provided a cost savings estimate for FY10 and FY11.	<b>-3,340</b>	<b>0</b>
<b>State's Attorney Total:</b>		<b>-120,880</b>	<b>0</b>
<b>Technology Services</b>			
S1	<b>REDUCE: REDUCE COST FOR COUNTY-WIDE SPRING 2010 COLOR ORTHO-IMAGERY ACQUISITION</b> DTS will pursue a partial, rather than County-wide, acquisition of the Spring 2010 color ortho-imagery. These color images are used by several County operating departments, including Public Safety departments such as MCPD, MCFRS, and OEMHS; judicial offices such as the State Attorney's Office; Permitting Services, Board of Elections, General Services, Real Estate and Site Selection, Building Design and Construction, Transportation, Recreation, Regional Services Centers, Environmental Protection, Solid Waste Services, Siting of Radio Towers, Highway Services, Transit Services, and Community Use of Public Facilities, etc. In addition, other County agencies (Park and Planning, MCPS, Montgomery College, WSSC, and the Cities) are dependent on these up-to-date ortho-images for carrying out agency functions. Users of the enterprise GIS ortho-images, including Public Safety first-responders and other non-Public Safety departmental users, will not have access to the most up-to-date aerial images of the County. As a result, users may not be equipped with timely and accurate information that is	<b>-53,000</b>	<b>0</b>

Ref No.	Title	\$	Revenue
<b>Technology Services</b>			
	critical in both emergency and non-emergency situations.		
S2	<b>REDUCE: ELIMINATION OF ONE (1) COMMUNICATIONS SERVICE TECHNICIAN (GRADE 20) - ETSD</b> The Enterprise Telecommunications Services Division will continue to have the expertise and operational knowledge to manage the Radio Communications Services (RCS) obligations and functions, however, at a significantly reduced level of support. To compensate for the proposed position decrease, existing staff will have to assume increased duties.	-32,970	0
S3	<b>REDUCE: ELIMINATION OF ONE (1) ADMINISTRATIVE SPECIALIST (GRADE 23) - ETSD</b> The Enterprise Telecommunication Services Division will continue to have the expertise and operational knowledge to manage the contractual and budgetary process. DTS will apply the established County best practices to contractual operations, and believes it can manage the increased risk. To compensate for the proposed position decrease, existing managerial staff will assume the duties of contractual and budgetary management. This will enable the workload to be managed in an effective and timely manner.	-30,680	0
S4	<b>REDUCE: REDUCTION IN VOICE MAIL REPLACEMENT</b> There are several sites that will not be connected to the new voice mail 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 is 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 voice mail system.  In an effort to mitigate the precarious state of the OCTEL platform, DTS will advise 311 Contact Center management on developing a strategy to accelerate the phase process for transposing existing contact center scripts. The risk of not having these funds will impair our ability to support the old OCTEL voice mail system, which will be de-commissioned on a phased approach until such time that these sites are ready to be connected to the new platform, support for those system will still be required. As a result, unplanned outages may occur and may take longer to restore services.	-50,720	0
S5	<b>REDUCE: REDUCE IT EQUIPMENT REPLACEMENT</b> Reduce the number of IT equipment replaced. Reduction of IT equipment replacements will increase the likelihood of system failures and extended outages. Increased failures or extended outages can adversely affect business operations across departments. DTS will continue to apply best practices to system operations to minimize the increased risk.	-58,280	0
S6	<b>DECREASE COST: DECREASE KRONOS SOFTWARE MAINTENANCE</b> Additional Kronos licenses purchase was delayed until FY10; therefore, maintenance is not due until FY11.	-210,000	0
S7	<b>REDUCE: REDUCE PUBLIC SAFETY MOBILE REPLACEMENTS</b> Reduce the number of mobiles replaced by 50. Reduction of mobile replacements will increase the likelihood of system failures and extended outages. Increased failures will increase the time first-responder needs to fall back to voice communications only and increase time spent obtaining replacement units.	-200,000	0
S8	<b>REDUCE: REDUCE SERVER REPLACEMENTS</b> Reduce the number of servers replaced. Reduction of server replacements will increase the likelihood of system failures and extended outages. Increased failures or extended outages can adversely affect business operations across departments. DTS will continue to apply best practices to system operations to minimize the increased risk.	-60,000	0
S9	<b>REDUCE: REDUCE APPLICATION CONFIGURATION SUPPORT FOR THE IJIS PROGRAM</b> As part of the IJIS Program, resources were identified to provide application configuration support to the various IJIS COTS solutions to fit the applications to the business processes as necessary. For the initial phases of the SAO and CRIMS projects, the majority of the configuration changes have been handled by the COTS vendor or as development work by the IJIS team. As a result, less application configuration work has been identified by the IJIS team and those resources have been utilized to focus on the increased interface work. The reduction of the Application Configuration Support for FY10 will have minimal service impact, but the need will increase in Phase 2 and beyond for the SAO and CRIMS projects schedule for FY11.	-37,330	0
S10	<b>DECREASE COST: BACKUP TAPE RETENTION</b> Currently, backup tapes are created nightly and kept for 4 weeks; and one set of weekend tapes per month are kept for one year. Reducing the retention time of nightly tapes to 3 weeks will reduce the number of tapes needed/replaced by almost 25%. Longer term backups will still be available from monthly tapes. The reduction in backup tape retention reduces how far back in time a backup from a specific day could be restored. The number of requests for tape restores beyond 3 weeks for a specific day has historically been very low, therefore the risk is deemed to be manageable.	-16,500	0
S11	<b>DECREASE COST: DECREASE NUMBER OF FAX LINES FOR DTS FROM 9 TO 1</b>	-1,500	0

Ref No.	Title	\$	Revenue
<b>Urban District - Wheaton Total:</b>		<b>-49,800</b>	<b>0</b>
<b>MCG Tax Supported Total:</b>		<b>-22,909,060</b>	<b>23,310</b>
<b>Net Savings:</b>		<b>-22,932,370</b>	
<i>(Total Exp. Savings &amp; Revenue Changes)</i>			

Cable Television

**Cable Communications Plan**

S1	<p><b>DECREASE COST: PEG EQUIPMENT EMERGENCY REPAIR RESERVE</b></p> <p>The four public, education, government access television stations and the COB technical operations center funded by the County are in the process of upgrading and replacing their analog equipment with digital equipment. The analog equipment is very old, and in many cases, is no longer supported by the manufacturer and/or replacement parts are not available. If a vital piece of equipment necessary to continue operation of the station were to suddenly become inoperable, funding to immediately replace that item would be available through the PEG Equipment Emergency Reserve.</p> <p>By decreasing the amount of the PEG Equipment Emergency Reserve to zero dollars, if an emergency were to occur, other funds would be needed.</p>	-30,000	0
S2	<p><b>REDUCE: PEG NETWORK OPERATING EXPENSES TO FUND STAFF TRAINING AND KNOWLEDGE BASE ENHANCEMENT</b></p> <p>Some productivity improvements may be lost as staff will not be as able to use the full functionality of certain equipment and software.</p>	-25,000	0
S3	<p><b>REDUCE: PEG NETWORK EQUIPMENT REPLACEMENT</b></p> <p>The four public, education, government (PEG) access television stations and the COB technical operations center funded by the County are in the process of upgrading and replacing their analog equipment with digital equipment. The analog equipment is very old, and in many cases, is no longer supported by the manufacturer and/or replacement parts are not available. Reducing the FY10 PEG Equipment Replacement budget will expand the time required to replace such equipment and will increase the risk of equipment failure.</p>	-50,000	0
S4	<p><b>DECREASE COST: PEG NETWORK CLOSED CAPTIONING</b></p> <p>Some closed captioning cost reductions may be achieved by more efficiently scheduling closed captioning services. However, based on the remaining budget, in the fourth quarter it may be necessary to eliminate closed captioning for some general interest programming. Closed captioning of County Council meetings, County Executive press events, town halls and call-in shows will not be reduced.</p>	-23,620	0
S5	<p><b>REDUCE: YOUTH MEDIA PROGRAMMING</b></p> <p>Reduce funding available to support programming developed for or by youth, including eliminating potential sponsorship of youth media festivals and contests, financial support for community youth organizations to produce community videos, substantially decrease funding for Civil Rights Educational Tour (organized by OHR, MCPL, and African-American Employees Association), and reduce purchases of video equipment used by youth.</p>	-26,550	0
S6	<p><b>REDUCE: LAPSE VACANT CCM-PIO VISUAL INFORMATION SPECIALIST (EDITOR) 0.2 WY</b></p> <p>Editing will temporarily be performed by senior management staff.</p>	-18,450	0
<b>Cable Television Total:</b>		<b>-173,620</b>	<b>0</b>

Community Use of Public Facilities

**Community Use of Public Facilities**

S1	<p><b>DECREASE COST: OTHER REIMBURSEMENTS TO MCPS</b></p> <p>CUPF, under the authority of the Interagency Coordinating Board (ICB), reimburses MCPS for costs incurred in facilitating community use as required by Section 44-5A(b)(1) of the County Code.</p> <p>All weekend use of schools requires scheduling of at least one MCPS Building Services Worker at each school in use. Consolidation of groups, reducing the number of schools opened simultaneously, will reduce weekend staff reimbursement costs. As feasible, CUPF will restrict opening a school for use of only one room, and place groups in schools already open.</p> <p>Lower customer satisfaction is anticipated when customers are not able to be scheduled in their first location choice.</p>	-68,180	0
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FY10 Savings Plan (2nd Rnd)- Description/Justification

DS Tax Supported

Ref No.	Title	\$	Revenue
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Debt Service

**Debt Service**

S1 DECREASE COST: DEBT SERVICE FY10 SAVINGS -2,159,450 4,530,580

Debt Service Total: -2,159,450 4,530,580

DS Tax Supported Total:	-2,159,450	4,530,580
Net Savings: (Total Exp. Savings & Revenue Changes)	-6,690,030	

DS Total: -2,159,450 4,530,580

DS FY10 Net Savings  
(Total Exp. Savings & Revenue Changes) -6,690,030

TAX SUPPORTED CURRENT REVENUES		
FY10 CIP Reductions		
Project Number	Project Name	FY10 Est. Reduction
	<b>Montgomery County Public Schools</b> <b>MCPS Total Reduction</b>	-
	<b>Montgomery College</b> <b>FY10 Reductions</b>	
076617	Student Learning Support Systems	1.000
076618	Network Operating Center	0.146
076619	Network Infrastructure and Support Systems	0.533
886686	Facility Planning: College	0.171
	<b>Montgomery College Total Reduction</b>	<b>1.850</b>
	<b>Maryland -National Capital Park and Planning Commission</b> <b>FY10 Reductions</b>	
018710	Legacy Open Space	1.200
078702	Brookside Gardens Master Plan Implementation	0.015
078708	Wheaton Tennis Bubble Renovation	0.020
068701	Needwood Golf Course Improvements	0.020
858710	Trails: Nat. Surface Dsgn, Const, and Renovtn	0.097
768673	Trails: Hard Surface Dsgn, and Const	0.100
848704	Brookside Gardens	0.026
958776	Facility Planning: Non-Local Parks	0.320
058755	Small Grant/Donor-Assisted Capital Imprv	0.050
808494	Restoration of Historic Structures	0.370
838882	Roof Replacement: Non Local Park	0.174
998709	PLAR: Non-Local Parks - Play Equipment	0.100
998798	Resurfacing Parking Lots and Paths: Non-Local Parks	0.010
	<b>M-NCPPC Total Reduction</b>	<b>2.502</b>
	<b>TRANSPORTATION</b> <b>FY10 Reductions</b>	
509337	Facility Planning - Transportation	0.500
509399	Advanced Transportation Management Systems	0.350
507596	Annual Bikeway Program	0.104
	<b>Transportation Total Reduction</b>	<b>0.954</b>
	<b>MCG - GENERAL</b> <b>FY10 Reductions</b>	
508180	Facility Planning: Storm Drains	0.096
809319	Facility Planning: SM	0.500
500152	Facilities Site Selection: MCG	0.191
508768	Facility Planning: MCG	0.550
450700	FS Emergency Power System Upgrade	0.992
710101	Germantown Library	1.299
710300	Gaithersburg Library Renovation	0.081
789057	Life Sciences and Technology Centers	0.080
	<b>MCG General Total Reduction</b>	<b>3.789</b>
	<b>Montgomery County Government</b>	<b>4.743</b>
	<b>Housing Opportunities Commission</b> <b>FY10 Reductions</b>	
017601	Supplemental Funds for Public Housing	0.121
	<b>HOC Total Reductions</b>	<b>0.121</b>
	<b>Total FY10 Current Revenue General Reduction</b>	<b>9.216</b>

## Facilities Site Selection: MCG -- No. 500152

Category  
Subcategory  
Administering Agency  
Planning Area

General Government  
County Offices and Other Improvements  
General Services  
Countywide

Date Last Modified  
Required Adequate Public Facility  
Relocation Impact  
Status

January 15, 2010  
No  
None.  
On-going

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY08	Rem. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	241	133	8	100	0	0	25	25	25	25	0
Land	95	95	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	3	3	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>339</b>	<b>231</b>	<b>8</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

Current Revenue: General	339	231	8	100	0	0	25	25	25	25	0
<b>Total</b>	<b>339</b>	<b>231</b>	<b>8</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0</b>

#### DESCRIPTION

This project provides for site selection analysis for: Shady Grove Fire Station, Glenmont Fire Station #18 Replacement, East County Fire Station #37, Fire and Rescue Apparatus Maintenance, Shady Grove Library, 2nd District Police Station, 1st District Police Station, Clarksburg and Damascus Community Recreation and Aquatic Center, West County Outdoor Pool, Kensington Community Recreation Center, Gilchrist Center and other site selection activities such as appraisals, geotechnical services, environmental studies, and surveys.

#### COST CHANGE

The County Executive recommends and the County Council approves reducing \$191,000 in planned expenditures as part of the FY10 savings plan. The FY11-16 PDF will reflect the reduction in expenditures in the project.

#### OTHER

These funds will be used for site selection only. No land will be purchased without notice to the County Council that must include the reasons why the proposed site is appropriate for the specific project being planned, including the expected size of the facility and how the site is responsive to community needs. Any land acquisition will be funded initially through ALARF: MCG, then reimbursed by a future appropriation from the specific project. The County Council's Management and Fiscal Policy Committee intends to review the current processes for facility planning and site selection and may decide in future years that site selection should not continue to be a separate project. To ensure that the County does not lose the opportunity to acquire sites for future projects, the Council encourages the Executive to acquire more sites and to acquire sites earlier than previously assumed. The Council also urges the County Executive to work with the Maryland-National Capital Park and Planning Commission staff to review future facility needs in master plans and department strategic plans to identify sites beyond those for projects in facility planning and the current CIP for acquisition.

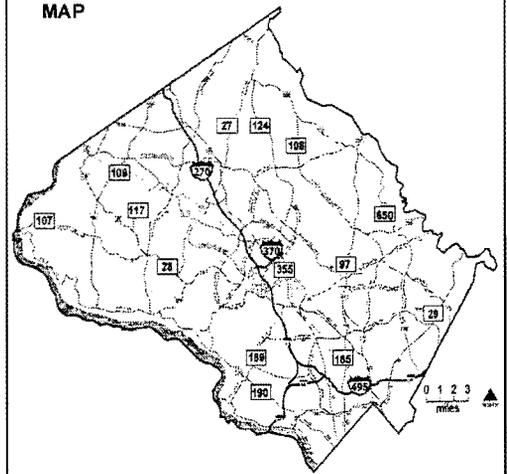
#### APPROPRIATION AND EXPENDITURE DATA

Date First Appropriation	FY01	(\$000)
First Cost Estimate		
Current Scope	FY10	530
Last FY's Cost Estimate		635
Appropriation Request	FY10	-30
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		460
Expenditures / Encumbrances		235
Unencumbered Balance		225
Partial Closeout Thru	FY07	0
New Partial Closeout	FY08	0
Total Partial Closeout		0

#### COORDINATION

Department of Police  
Department of Public Libraries  
Department of General Services  
Department of Recreation  
Maryland-National Capital Park and Planning Commission  
Office of Management and Budget  
Regional Services Centers

#### MAP



## Facility Planning: MCG -- No. 508768

Category  
Subcategory  
Administering Agency  
Planning Area

General Government  
County Offices and Other Improvements  
General Services  
Countywide

Date Last Modified  
Required Adequate Public Facility  
Relocation Impact  
Status

January 15, 2010  
No  
None.  
On-going

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY08	Rem. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	8,345	6,200	445	1,700	0	400	325	325	325	325	0
Land	86	86	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	7	7	0	0	0	0	0	0	0	0	0
Construction	50	50	0	0	0	0	0	0	0	0	0
Other	203	203	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>8,691</b>	<b>6,546</b>	<b>445</b>	<b>1,700</b>	<b>0</b>	<b>400</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

Current Revenue: General	8,046	6,301	445	1,300	0	0	325	325	325	325	0
G.O. Bonds	825	225	0	400	0	400	0	0	0	0	0
Solid Waste Disposal Fund	20	20	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>8,691</b>	<b>6,546</b>	<b>445</b>	<b>1,700</b>	<b>0</b>	<b>400</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>0</b>

#### DESCRIPTION

This project provides for general government facility planning studies for a variety of projects under consideration in the CIP. In addition, facility planning serves as a transition stage for a project between the master plan or conceptual stage and its inclusion as a stand-alone project in the CIP. Prior to the establishment of a stand-alone project, Montgomery County develops a Program of Requirements (POR) that outlines the general and specific features required on the project. Selected projects range in type including: new buildings, renovation of existing buildings, stormwater management, and recycling centers. Facility planning is a decision making process that includes the determination of the purpose of, and need for, a candidate project, a rigorous investigation of non-County sources of funding, and, in some cases, an estimate of the cost of the design and an estimated range of the cost of construction of the project. Facility planning represents planning and preliminary design and develops a POR in advance of full programming of a project in the CIP. Depending upon the results of a facility planning determination of purpose and need, a project may or may not proceed to design and construction. For a full description of the facility planning process, see the CIP Planning Section in Volume I.

#### COST CHANGE

The County Executive recommends and the County Council approves reducing \$550,000 in planned expenditures as part of the FY10 savings plan. The FY11-16 PDF will reflect the reduction in expenditures in the project.

#### JUSTIFICATION

Facility planning costs for all projects which ultimately become stand-alone PDFs are included here. These costs will not be reflected in the resulting individual project.

#### OTHER

The study proposals under this program are developed in conjunction with program departments, the Department of General Services, the Office of Management and Budget (OMB), and consultants to ensure accurate program requirements. Planning studies underway or to be completed in FY09 or FY10 are listed on the next page. The list includes projects that will potentially be considered for inclusion as stand alone projects in the FY11-16 CIP. Other projects not listed may be planned under urgent situations.

#### FISCAL NOTE

\$400,000 for facility planning for a new PSTA to be located at the Webb Tract, as part of the County's Smart Growth Initiative, has been transferred from the PSTA Academic Building Complex, Project No. 479909, to this project.

#### OTHER DISCLOSURES

- \* Expenditures will continue indefinitely.

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP
Date First Appropriation FY87 (\$000)	Department of Environmental Protection	
First Cost Estimate	Department of General Services	
Current Scope FY10 9,241	Department of Correction and Rehabilitation	
Last FY's Cost Estimate 9,071	Department of Fire and Rescue Services	
Appropriation Request FY10 95	Department of Police	
Supplemental Appropriation Request 0	Department of Health and Human Services	
Transfer 400	Department of Recreation	
Cumulative Appropriation 7,446	Department of Public Libraries	
Expenditures / Encumbrances 6,879	Circuit Court	
Unencumbered Balance 567	Office of Management and Budget	
Partial Closeout Thru FY07 0	Commission on People with Disabilities	
New Partial Closeout FY08 0	Montgomery County Pedestrian Safety	
Total Partial Closeout 0	Advisory Committee	

## Facility Planning: MCG No. 508768

### Planning Studies underway or candidate projects to be completed during FY11 and FY12

Centralized Fire Apparatus Maintenance Facility  
East County Fire Station # 7  
Fire Stations Facility Assessment Study  
Special Operations and Traffic Division Equipment and Vehicle Storage  
Supply and Evidence Facility  
2nd District Police Station  
Shady Grove Library  
Wheaton Library  
Comprehensive Facilities and Master Plan 2010-2030  
Clarksburg and Damascus Community Recreation and Aquatic Center  
Department of Correction Rehabilitation Master Confinement Study  
Poolesville Depot Improvements  
Damascus Depot Improvements  
8818 Georgia Ave Renovation  
1301A Piccard Drive  
Progress Place Relocation  
Grey Courthouse Planning