

MEMORANDUM

January 26, 2010

TO: Public Safety Committee

FROM: Susan J. Farag, Legislative Analyst *SJF*

SUBJECT: FY10 Savings Plan, Round 2

The Committee is to 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 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. For many budgets, the recommended savings are relatively straightforward. Where analysts have questions or comments, they are noted below.

Council staff have reviewed the Executive's recommended FY10 Savings Plan in the following budgets and recommend approval as submitted, with one recommended change in Fire and Rescue for an additional savings of \$139,000.

Budget	©#	Executive's Recommended Reduction	Analyst
Circuit Court	8-9	-\$103,590	Susan Farag
Consumer Protection	9-10	-\$71,610	Susan Farag
Correction and Rehabilitation	10	-\$650,870	Susan Farag
Emergency Management and Homeland Security	11	-\$13,400	Minna Davidson
Police	12-13	-\$6,857,740	Susan Farag
Sheriff	14	-\$205,290	Susan Farag
State's Attorney	14	-\$120,880	Susan Farag
Fire and Rescue	15	-\$2,300,280	Minna Davidson
Liquor Control	16	\$667,430	Justina Ferber

Discussion Items

Council staff questions and comments are provided on the following pages. Responses from the Executive branch are provided following the question. Council staff recommendations are provided after the questions for each department. One CIP current revenue reduction recommendation is discussed on page 10.

Circuit Court

The Executive is recommending two Round 2 reductions to the Circuit Court's FY10 Operating Budget totaling \$103,590.

Council staff questions:

Pages 1-2, S2: Freeze Two Vacant Court Evaluator Positions:

1. How long have these two positions been vacant?

Response: In anticipation of budget reductions, these positions have been intentionally left vacant since July 2009 so that they could be utilized as part of the FY2010 Second Round Savings Plan reductions.

2. What is the total number of Court Evaluator Positions (including these two vacant positions)?

Response: The total number of court evaluator positions, including the two vacant part-time positions, is 12.

3. How have average caseloads per evaluator changed since these positions became vacant?

Response: When all court evaluator positions were filled, each evaluator averaged a caseload of 11 custody/access matters per month. Within each of these cases, the evaluator would have to perform the following functions, which take approximately 40 hours to complete:

- *Conduct an evaluation intake*
- *Conduct interviews separately with each parent and child (in office)*
- *Contact and speak with any school and medical authorities for whom releases have been signed*
- *Conduct a visit in the parents' homes to observe interactions between the child and parent*
- *If applicable, conduct an off site records review of records at Child Protective Services*
- *Contact and interview all persons listed by the parent as a collateral contact*
- *Offer testimony at settlement/status hearing*
- *Prepare a lengthy written report if the case does not settle at settlement/status and issue to parties five days prior to the custody merits hearing*
- *Testify at merits hearing.*

Since these positions have been vacant, the average caseload has risen to 15 per month, which represents a 36% increase in an evaluator's workload. Additionally, independent of and overlaying this case specific responsibility are other duties which consume a significant amount of time, as follows:

- *Conduct reviews of adoption files where an investigation is not in order*
- *Conduct a home study on adoption files where an investigation is in order*
- *Teach co-parenting classes (each class is comprised of two individual three hour sessions offered primarily at night)*

Finally, it should be noted that all services performed by the evaluator's office are done with the goal of providing expert advice to the court on the best interest of the children involved in these matters, teaching parents how to communicate under a new family structure, and hopefully help the parties reach an early settlement of their dispute without the need for extensive judicial intervention which is time consuming and fiscally resource intensive. Because of this, the evaluator's services are delivered in a sequential fashion under tight timeframes with little room for overloading. This loss of personnel has created a substantial burden on the evaluator's unit, which, in turn, will end up causing more expenditure of increasing valuable resources on the judicial end of the spectrum.

Council staff comments:

Council staff agrees that freezing these two positions will continue to result in increased caseloads for current staff; however, no other less harmful reductions can be identified at this time. Council staff will monitor the issue for the remainder of the fiscal year.

Council staff recommendation: Concur with Executive

Office of Consumer Protection

The Executive is recommending seven Round 2 reductions to the Office of Consumer Protection's FY10 Operating Budget totaling \$71,610.

Council staff questions:

Council staff did not forward any questions regarding the proposed reductions for the Office of Consumer Protection.

Council staff comments:

The Executive's recommendation includes the abolishment of one Program Specialist I position, which is currently filled, reducing its staff size from 19 to 18 positions. The position is responsible for administering the small business licensing program, which includes compliance, fee collection, and merchant education. These duties will be reassigned to other OCP staff. OCP staff has been cut in each of the past three fiscal years, reducing total staff size from 24 positions

in FY07 to 19 positions in FY10. Council staff will continue to monitor OCP staff caseloads and any potential service impacts for the remainder of the fiscal year. The remainder of the recommended reductions involve various operating expenditures and should not result in any substantive service impacts.

Council staff recommendation: Concur with Executive.

Correction & Rehabilitation

The Executive is recommending one Round 2 reduction to the Department of Correction and Rehabilitation's FY10 Operating Budget totaling \$650,870.

Council staff question:

1. Page 3, S1: Decrease Cost: Lapse Uniformed and Non-Uniformed Positions. In Round 1 DOCR saved about \$275,000 by lapsing several positions, resulting in an overtime cost increase of \$17,500 (factored into the net savings). In Round 2, DOCR expects to save \$650,870 by increasing lapse. Is there a corresponding overtime cost increase for these positions as well? If so, how much, and has it been accounted for in net savings?

Response: *DOCR is reworking business procedures and assignments so that the lapse will not generate additional overtime.*

Council staff recommendation: Concur with Executive.

Fire and Rescue Service

The Executive is recommending six reductions in the Fire and Rescue Service's FY10 Operating Budget totaling \$2,300,280.

Council staff questions:

S2 Lapse Five Non-uniformed Fire Code Inspectors (-\$293,490)

S4 Lapse Five Uniformed Positions in Fire Code Enforcement (-\$102,000)

1. If the five civilian positions that would have implemented the Fire Code Enforcement civilianization initiative are not hired, and the five uniformed positions that they would have replaced are returned to the field early, how will this affect Fire Code Enforcement's ability to carry out its mission?

Response: *The loss of five inspector positions will lengthen the time it will take for Fire Code Enforcement to inspect all of the non-single-family home structures in the county as required by Chapter 22 of the county code.*

2. If there will be a reduction in service, how will Fire Code Enforcement prioritize its workload, and which activities will be reduced?

Response: *In addition to lengthening the timeline to complete inspection of all non-single-family home structures, Fire Code Enforcement may reduce the frequency of inspections of county buildings, which have long histories of strong compliance with the fire code. Additionally, county buildings are fully occupied during high risk periods and are staffed with county employees. This provides a level of control not available in privately held occupancies.*

3. Both of these items indicate that MCFRS does not anticipate a drop off in revenue because of a substantial increase in the number of permits being renewed (an administrative function). Please provide a breakout comparing distribution of FY10 Fire Code Enforcement revenues as projected during the FY10 budget review with the distribution of revenues as currently projected.

Response: *The fire code inspection program is performing as intended. The staffing model was and remains predicated on the concept of providing a critical mass of personnel that could be shifted in response to the cyclical nature of new construction work load. Data trends through November 2009 indicate that revenues from new construction and DPS permitted work are down by approximately -14%. However, new fire code enforcement program work has correspondingly increased by +35%. Most importantly, systems testing, operational and general permits are respectively running at 160%, 124% and 286% of original projections. Overall, revenues are expected to be at approximately 108% of budget projections for FY10. Please see the attached spreadsheet for a detailed breakdown.*

4. Which types of permits are being renewed?

Response: *Operational permits for all fire protection systems must be renewed annually per County regulations. There are also repeat general permits for such activities as fire works displays, special events that present unique high-level hazards (e.g., golf tournaments and home shows), and fuel stations, among others.*

5. For the future, will permit renewals provide an ongoing level source of revenue, or will they be intermittent or cyclical in nature?

Response: *The Fire Code permitting requirements were intended to provide a consistent revenue stream base from which to gauge hourly fee recovery. At the current phase of implementation, fire protection and general permits are not fully developed as a revenue stream. While all residential properties have been inspected and appropriate permits obtained from these occupancies, Fire Code Enforcement has only inspected and obtained permits in approximately 25% of the commercial occupancy stock. The commercial occupancy stock is an unknown universe and our estimate is based on geographic coverage data. It is important to note that the number of fire protection systems is finite and the upswing in permit captures, at the current increased rate, is not expected to last much beyond FY11.*

Council staff comments:

In the MCFRS FY10 operating budget, the Council approved a civilianization initiative in Fire Code Enforcement that would have created five new civilian Fire Code Inspector positions to replace five uniformed Fire Code Enforcement positions. The new civilian positions were to be hired in September 2009, and ready for full performance by March 2010. At that time, the uniformed positions were to be abolished, and the personnel filling them were to be assigned to vacant positions in the field.

In the FY10 Savings Plan, Round 1, the Executive took a savings of -\$108,000 by deferring the hiring of the civilian positions until December 2009. For Round 2, he recommends holding the civilian positions vacant for the full year, for an additional savings of -\$293,490. The total savings from both rounds is -\$401,490, the full amount that was budgeted for the civilian positions.

In addition, in Round 2, the Executive recommends returning the five uniformed Fire Code Enforcement positions to the field in January, rather than March 2010, for a savings of -\$102,000.

Impact on workload: According to MCFRS, the loss of five inspector positions will lengthen the time for Fire Code Enforcement to inspect all of the non single-family home structures in the County, and may reduce the frequency of inspections of County buildings (which have long histories of strong compliance with the fire code). **The Committee may want to ask MCFRS staff how the workload will be prioritized if the time for inspections is lengthened, and how much the frequency of inspections of County buildings is likely to be reduced.**

Impact on revenues: MCFRS does not anticipate a drop off in revenue because of a substantial increase in the number of permits being renewed (an administrative function which does not require Fire Code Inspector time). They note that for FY10 through November 2009, revenues from DPS permitted work were down by approximately -14%, but new Fire Code Enforcement work increased by +35%, and systems testing, operational, and general permits are respectively running at 160%, 124%, and 286% of original projections. A breakout comparing budgeted revenues with year-to-date and projected year-end revenues is on © 19.

The breakout projects year-end revenues based on the experience for the first five months of FY10. **The Committee may want to ask MCFRS staff whether they anticipate that the receipt of revenues will remain level, or whether cyclical or other variable factors might cause revenues to fluctuate during the remainder of FY10.**

Council staff recommendation: Concur with the Executive. Continue to monitor the impact of this reduction during the remainder of the fiscal year.

Council staff questions:

1. How certain is it that Station 34 will be completed in time to open on June 1? What would be the impact of deferring the opening for an additional month until the beginning of FY11, for an additional savings of about \$200,000 in FY10?

Response: *There have been some contractor delays with Fire Station 34. It is expected at this time that the Fire Station will be operational as of June 1, 2010. This item is included because of the construction delays associated with the station. MCFRS fully expects that as of June 1, 2010 and with no other construction delays that the station will be operationalized as of June 1, 2010.*

Council staff comments:

The approved FY10 MCFRS operating budget included \$539,330 (\$414,330 in County funds plus \$100,000 in SAFER funds and \$25,000 in County matching funds) to open the Germantown - Milestone station with one engine in March 2010. An ambulance is to be transferred from Station 29 to Station 34 to provide EMS service when the new station opens.

Because of construction delays, Station 34 will not be ready to open until June 1, 2010. The Savings Plan, Round 2, includes a savings of -\$404,500 as a result of this two-month delay. MCFRS staff indicated that as long as there are no further construction delays, they expect the station to be operational as of June 1.

Possible additional savings. While not ideal, the Committee may want to consider delaying the opening of Station 34 for another month to save an additional -\$139,000 in FY10. A further delay in new service may be preferable to other reductions in existing programs and services that are included in the Round 2 Savings Plan.

Council staff recommendation: **Delay the opening of Station 34 for another month for a savings of -\$139,000.** Station 34 would then open on July 1, 2010, the beginning of FY11.

Council staff questions:

Page 17, S5, Delay Spring Recruit Class

1. For how long would this recruit class be delayed? When would the next class be held?

Response: *There will be no recruit class for the remainder of FY10. The timing of the next class depends on FY11 funding.*

2. How would this delay affect MCFRS' ability to fill positions in the field during the remainder of FY10 and FY11? Would it lead to an increase in overtime to backfill positions?

Response: *The recruits from this class would not have graduated until after FY10, thus there is no impact on positions this year. There is a potential impact on FY11, but it has to be viewed in the context of MCFRS's FY11 budget, which is still being formulated. There will be no impact on overtime in FY10. Without a budget for FY11, it is difficult to assess the FY11 impact of not*

starting this recruit class in FY10. The FY11 recommended budget will offer a workable plan for moving forward.

3. Please provide an updated attrition chart showing how this delay would impact the vacancy rate for FY10 and FY11.

Response: *Attached.*

4. According to Council staff's records, the Executive originally budgeted \$1,036,000 for a February class of 18 recruits. The Council added \$660,000 for 12 additional recruits, bringing the total funding to \$1,696,000 for a class of 30 recruits. The Round 2 Savings Plan estimates a savings of \$1,370,000 from delaying the February class. Why is the savings \$326,000 less than what was budgeted?

Response: *The \$326,000 is overtime funding that had been budgeted for recruit school instructors. While there will not be a recruit class in FY10, MCFRS overtime is running high at this point in the year, thus it is more reasonable to offer \$326,000 in savings in an area other than overtime.*

Council staff comments:

The Executive originally budgeted about \$1.036 million for a February class of 18 recruits. The Council added \$660,000 for 12 additional recruits bringing the total funding to about \$1.7 million for a class of 30 recruits. Although the proposed reduction is called a "delay", MCFRS staff clarified that there will be no recruit class for the remainder of FY10. The timing of the next class will depend on FY11 funding. Since the February recruit class would not have graduated until FY11, this reduction will have no impact on FY10. There may be an impact on FY11, but it will be difficult to assess until the Executive submits his FY11 budget. An attrition chart showing a possible vacancy scenario if there is a mid-year FY11 recruit class is on ©20.

In response to a question about why a savings of -\$1.37 million is being recommended instead of the full budgeted amount of \$1.7 million, MCFRS staff clarified that the remaining \$326,000 was for instructor overtime. As MCFRS overtime is running high, the Executive left the \$326,000 in the overtime account and offered the same amount of savings from other areas.

Council staff recommendation: Concur with the Executive. Continue to monitor this issue during the review of the FY11 MCFRS operating budget.

Police

The Executive is recommending three Round 2 reductions to the Department of Police's FY10 Operating Budget totaling \$6,857,740. These reductions include reducing feeds paid to the Safe Speed Contractor (\$4,671,740), delaying the January 2010 Candidate class to April 2010 (\$618,000), and reducing the Motor Pool chargeback (\$1,568,000).

Council staff question:

1. Page 10, S1: Decrease Cost: Reduce Fees Paid to Safe Speed Contractor: Payments will be reduced by \$4.67 million in the remainder of the fiscal year. What is the anticipated revenue reduction due to fewer citations?

Response: *The revenue reduction due to fewer citations is \$12,960,500. The estimate assumes revenues of \$15,837,110 compared to revenues of \$28,797,610 assumed in the original budget.*

2. Page 11, S2: Decrease Cost: Delay of the January 2010 Police Officer Candidates Class to April 2010: How many sworn vacancies do you currently have? How many have signed up for the Discontinued Service Retirement Program (DSRP)?

Response: *14 sworn vacancies, and 37 for the DSRP.*

Council staff comments:

The Executive recommends delaying the January 2010 candidate class to April 2010, saving \$618,000. Maintaining a candidate class is important for ongoing recruitment and operations. As noted, the Police Department currently has 14 sworn vacancies. In addition, 37 officers have signed up for the Discontinued Service Retirement Program, although the department does not expect any impact from this program until FY12.

Council staff recommendation: **Concur with Executive.**

Sheriff

The Executive is recommending three Round 2 reductions to the Office of the Sheriff's FY10 Operating Budget totaling \$205,290. These include increasing civilian lapse, eliminating a rookie class, and adjusting shifts to eliminate the 4pm – 12am hospital guard overtime assignment.

Council staff question:

1. Page 13, S3: Decrease Cost: Adjust Shifts to Eliminate 4-12 Hospital Guard OT Assignment: Part of the Sheriff's Round 2 reductions include the elimination of the 4-12 hospital guard overtime assignment. The Police Department may have to pick up these hospital runs/guard duty. If so, will there be any additional costs to the Police Department?

Response: *The Sheriff's Office intends to dedicate a regularly scheduled position for this function instead of using overtime. Under this arrangement, there is no fiscal impact on the Department of Police regarding this change.*

Council staff recommendation: **Concur with Executive.**

Department of Liquor Control

The Executive is recommending one Round 2 enhancement for Liquor Control totaling \$667,430.

Council staff questions:

Council staff did not forward any questions regarding the proposed reductions for the Department of Liquor Control.

Council staff comments:

The Executive is recommending an enhancement of \$667,430 to be transferred from the Liquor Fund to the General Fund. The FY10 earnings transfer from the Liquor Fund to the General Fund is budgeted at \$23,210,750.

Council staff recommendation: Concur with Executive.

CIP CURRENT REVENUE REDUCTIONS

As part of his Round 2 Savings Plan, the Executive recommended reductions in FY10 current revenue in several CIP projects. The Executive recommended a current revenue reduction for the following Public Safety CIP project.

Project No. 450700, FS Emergency Power System Upgrade, -\$992,000

An amended PDF is on © 18.

According to the table on ©17, this reduction will have no impact because the reduction in current revenue will be replaced with the same amount of GO Bond funding from the FY10 “set aside”.

Council staff recommendation: Concur with the Executive.

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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

2010 JAN -9 AM 8:12

MONTGOMERY COUNTY
COUNCIL

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 \$603 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
Education				
Public Schools	\$ 2,138.4		54.0%	
College	\$ 231.7	\$ 2,370.1	5.9%	59.9%
County Government				
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%
Other County Government**	\$ 515.2	\$ 3,761.5	13.0%	95.0%
Park and Planning	\$ 111.9	\$ 3,873.4	2.8%	97.9%
Other Reserves and Non Agency Uses	\$ 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.

Nancy Floreen, President
January 7, 2010
Page 3

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
Tax Supported							
General Fund							
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	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 Commissi	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%

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%
General Fund Total:	800,647,460	-9,165,460	-1.14%	-17,042,560	-2.13%	-26,208,020	-3.27%
Special Funds							
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%
Special Funds Total:	339,892,630	-1,999,820	-0.59%	-5,866,500	-1.73%	-7,866,320	-2.31%
MCG Tax Supported Total:	1,140,540,090	-11,165,280	-0.98%	-22,909,060	-2.01%	-34,074,340	-2.99%

(5)

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
Non-Tax Supported							
Special Funds							
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%
Enterprise Fund							
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%
MCG Non-Tax Supported Total:	263,458,010	-3,874,970	-1.47%	-3,005,460	-1.14%	-6,880,430	-2.61%
Internal Service Funds							
Internal Service Funds							
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%
MCG Internal Service Funds Total:	71,222,810	-1,553,550	-2.18%	-1,068,340	-1.50%	-2,621,890	-3.68%
Montgomery County Government:	1,475,220,910	-16,593,800	-1.12%	-26,982,860	-1.83%	-43,576,660	-2.95%

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%
TOTAL ALL AGENCIES	3,875,987,962	-29,744,590	-0.77%	-54,092,310	-1.40%	-83,836,900	-2.16%

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

FY10 SAVINGS PLAN (Second Round) Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
General Fund			
Board of Appeals			
S1	REDUCE: FURTHER CURTAIL OPERATING BUDGET This further reduction in operating funds may well impact the ability to meet statutory obligations, and could result in a funding shortfall for expenditures necessary to basic office operations.	-2,000	0
Board of Appeals Total:		-2,000	0

→ **Circuit Court**

S1	DECREASE COST: FREEZE VACANT DATA PREPARATION OPERATOR POSITION FOR REMAINDER OF FISCAL YEAR Not filling this position will necessitate duties being distributed among other staff members and could impact services provided to the public.	-19,860	0
S2	DECREASE COST: FREEZE TWO VACANT COURT EVALUATOR POSITIONS FOR REMAINDER OF FISCAL YEAR	-83,730	0

In response to the County's directive to reduce the Circuit Court's FY10 budget, the least harmful option is to freeze vacant positions. However, the inability to fund two part-time Court Evaluator positions at the Montgomery County Circuit Court will have a detrimental impact on the Court's capacity to efficiently process family cases in general and to obtain the best resolutions in child custody and access cases in particular. The Court is also concerned about how an insufficient cadre of Court Evaluators will impact the Court's mission of delivering justice in a fair, honest, and efficient manner.

With a reduced cadre of evaluators, the Court will be required to significantly trim the evaluative functions it performs. In addition to workload, insufficiently staffing the assessment/evaluation function of the Court will likely negatively impact other core functions.

Case management, which focuses on the efficient processing of the Court's caseload, is one of the Court's core functions. With fewer evaluators available, the timeliness with which these cases are processed will likely be impacted. One measure to assess how efficiently a court is processing its caseload is the clearance rate. At a minimum, courts should strive to dispose of as many cases as have been filed/reopened/reactivated in a period by having a clearance rate of 100%. The FY09 overall combined clearance rate for original and reopened cases for the Montgomery County Circuit Court is 93%. The clearance rate for original cases is 89% while that for reopened cases is 99%. For the past eight fiscal years, the Court has been able to maintain a clearance rate of close to 100% for family cases. However, with an increasing family caseload (as measured by filings), it will become increasingly difficult to sustain the current clearance rate without the requisite staff.

As another way to assess a court's case processing efficiency, in 2001 the Maryland Judiciary developed case processing performance time standards for various types of circuit court cases, including family cases. In particular, the Maryland Judiciary recommended that 90% of family cases close within 12-months of filing and 98% of family cases close within 24-months of filing. For the past four fiscal years, the Montgomery County Circuit Court has been able to meet these time standards. However, as the Court's family case filings continue to increase without sufficient funds to support evaluator positions, it may become challenging for the Court to continue to be recognized as a leader in case processing efficiency. Evaluators play a critical role in the timely resolution of family cases in a manner which ensures that the child's best interest is protected. Every Court Evaluator position is vital to the efficient and effective management of the Court.

The Court Evaluators also support and work closely with the child custody/access mediators. The Court's custody and access mediation function is an integral part of ensuring the efficient management of family cases. While the outcomes for mediated cases have remained consistent over the past two years, the Court is aware of the fact that not funding evaluator positions may have unintended consequences on other core functions of the Court such as custody/access mediation.

The Court is also very aware of the possible consequences of not having the appropriate level of staff to support this core function of the Court. For example, the Court expects that the processing of family cases requiring evaluators' assessments or evaluations will inevitably take much more time than cases without such reports, which will cause additional stress on the parties involved. The Court is concerned that delayed justice in these cases may result in increased domestic disputes.



Ref No.	Title	\$	Revenue
Circuit Court			
	Funding the requested Court Evaluator positions is crucial to core functions of the Montgomery County Circuit Court. Without a sufficient number of evaluators, not only will more cases be at risk for languishing in the system - which is expensive, often counterproductive, and damaging to the children and families involved - but in addition some cases may not receive the benefits of the Court's co-parenting program, or the evaluators' assessments and evaluations. To serve the best interests of County residents and, in particular, children involved in custody and access cases, the Montgomery County Circuit Court earnestly requests that the Montgomery County Government reinstate funding for these positions at the earliest possible time.		
Circuit Court Total:		-103,590	0

Commission for Women

S1	ELIMINATE: OFFICE SERVICES COORDINATOR It will be difficult to have consistent staffing of the Counseling and Career Center's front desk without this position. Workload of this position will have to be absorbed among the remaining staff of the department. Staff will require training to assume many of these duties. Efforts will also be made to recruit volunteers to assist with the creation and distribution of outreach materials for the Counseling and Career Center.	-18,000	0
S2	ELIMINATE: SUPERVISORY THERAPIST POSITION The Department will eliminate the supervisory therapist position in the Counseling and Career Center. This reduction poses serious challenges to the oversight and operations of the Counseling and Career Center (CCC). Providing professional counseling services for individuals and couples experiencing difficult transitions involving personal and/or career issues is a major program of the Commission for Women's Counseling and Career Center (CCC). Eliminating this position will require a restructuring of the Counseling and Career Center. At present, counseling is provided by four staff counselors, each part-time, working 22 hours per week, and six to seven interns who work an average of 20 hours per week during the academic year. This incumbent recruits, trains and supervises all staff counselors and counseling interns, organizes and manages the professional training seminars attended by over 350 professional each year, handles crisis intervention, provides counseling, and is back-up management for the CCC. The majority of the coverage and supervision will be shifted to the Manager and remaining staff of the CCC. We will make every effort to minimize the impact on capacity through careful scheduling. Because the administration, commission support, and direct service staff are at maximum capacity now, to avoid a decrease in service levels and revenues, eliminating these two positions will require the CCC to adjust its hours of operation. The Commission for Women itself, of necessity, will eliminate some committees and projects as its staff will have to assume responsibilities in the operations of the CCC.	-17,120	0
Commission for Women Total:		-35,120	0

→ **Consumer Protection**

S1	DECREASE COST: ABOLISH PROGRAM SPECIALIST I POSITION This position is responsible for administering the small business licensing program, including compliance, fee collection and merchant education and serves as staff to the Board of Registration. OCP will reassign these duties to OCP staff investigators and administrative support staff as appropriate. Program oversight will be assigned to OCP management staff. Attempt will be made to automate processing and enhance website to include more information for merchants.	-33,030	0
S2	DECREASE COST: REDUCE COMMUNICATIONS Reduction based on historic data.	-5,000	0
S3	DECREASE COST: REDUCE PRINTING/DUPLICATIONS Reduction based on historic data. OCP will enhance its webpage to make consumer education brochures, complaint forms, licensing applications, meeting and hearing minutes, newsletters and annual report directly accessible by residents.	-8,260	0
S4	DECREASE COST: REDUCE MAIL Reduction based on historic data. OCP will incorporate more electronic means of distribution.	-7,500	0
S5	DECREASE COST: REDUCE TRAVEL Reduction based on historic data. OCP will limit the number of site and merchant visits.	-3,500	0
S6	DECREASE COST: REDUCE DUES/MEMBERSHIPS OCP will attempt to utilize more online reference materials.	-1,500	0

Ref No.	Title	\$	Revenue
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Consumer Protection

S7	DECREASE COST: REDUCE OFFICE SUPPLIES AND MISCELLANEOUS OPERATING EXPENSES Reduction based on historic data.	-12,820	0
Consumer Protection Total:		-71,610	0

→ **Correction and Rehabilitation**

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
Correction and Rehabilitation Total:		-650,870	0

County Attorney

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
County Attorney Total:		-238,440	0

County Council

S1	REDUCE: REDUCE OPERATING EXPENSE, INCLUDING PROFESSIONAL SERVICES, IMAGING, DUPLICATING AND MAIL.	-265,600	0
County Council Total:		-265,600	0

County Executive

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
County Executive Total:		-187,680	0

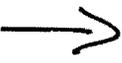
Economic Development

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
Economic Development			
	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	REDUCE: CANCEL WEB DESIGN SERVICES RFP FOR FY10 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	REDUCE: WHEATON INNOVATION CENTER RENT LEASE (ONE-YEAR) 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
Economic Development Total:		-223,700	0
Emergency Management and Homeland Security			
S1	ELIMINATE: ELIMINATE 1 VEHICLE 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	DECREASE COST: LAPSE MANAGER III COSTS 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
Emergency Management and Homeland Security Total:		-13,400	0
Environmental Protection			
S1	DECREASE COST: CONTRACTUAL SERVICES Implementation of the Sustainability Report may be delayed.	-40,000	0
S2	ELIMINATE: ABOLISH VACANT PART-TIME PROGRAM SPECIALIST II POSITION 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	DECREASE COST: LOCAL AND NON-LOCAL TRAVEL, EDUCATION, AND TRAINING There is no service impact due to this reduction.	-12,180	0
S4	DECREASE COST: VARIOUS MISCELLANEOUS OPERATING EXPENSES There is no service impact due to this reduction.	-14,890	0
Environmental Protection Total:		-88,380	0
Ethics Commission			
S1	DECREASE COST: CONSULTANT SERVICES The office is reducing consulting services.	-7,990	0
Ethics Commission Total:		-7,990	0
Finance			
S1	REDUCE: TIMESHEET DATA ENTRY KEYPUNCH CONTRACT With the successful deployment of MCtime to more Departments, the required timesheet data entry keypunch services will be reduced proportionately.	-160,280	0
S2	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES 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

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Ref No.	Title	\$	Revenue
Intergovernmental Relations			
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.			
Intergovernmental Relations Total:		-25,730	0
Legislative Oversight			
S1	REDUCE: CONTINUE LAPSE OF THE PUBLIC ADMINISTRATION INTERN POSITION OLO will continue lapsing our one vacant position (a PAI); not being able to fill this job reduces our staff by about 10%.	-26,820	0
Legislative Oversight Total:		-26,820	0
Management and Budget			
S1	REDUCE: IT STAFF DETAILED TO ERP 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.	-63,060	0
S2	REDUCE: BUDGET STAFF DETAILED TO DEPARTMENTS 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.	-45,560	0
Management and Budget Total:		-108,620	0
Merit System Protection Board			
S1	DECREASE COST: GROUP HEALTH INSURANCE. GROUP INSURANCE SAVINGS AS STAFF'S DEPENDENTS NO LONGER ELIGIBLE FOR COVERAGE. Group insurance savings as staff's dependents no longer eligible for coverage.	-3,500	0
S2	DECREASE COST: MEETINGS: MEAL/SNACKS Freezing account	-500	0
Merit System Protection Board Total:		-4,000	0
NDA - Desktop Modernization			
S1	REDUCE: REDUCE PC ACQUISITION COSTS FOR DESKTOP COMPUTER MODERNIZATION PROGRAM 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.	-882,000	0
NDA - Desktop Modernization Total:		-882,000	0
NDA - Housing Opportunities Commission			
S1	DECREASE COST: SALARY AND BENEFIT LAPSE 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.	-61,060	0
NDA - Housing Opportunities Commission Total:		-61,060	0
Police			
S1	DECREASE COST: REDUCE FEES PAID TO SAFE SPEED CONTRACTOR 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.	-4,671,740	0



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Ref No.	Title	\$	Revenue
Police			
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
Police Total:		-6,857,740	0
Public Information			
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
Public Information Total:		-35,640	0
Public Libraries			
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
Regional Services Centers Total:		-121,410	0
Sheriff			
S1	REDUCE: INCREASE CIVILIAN LASPE 3 Civilian Staff will kept vacant to meet round 2 of the savings plan	-43,050	0
S2	ELIMINATE: ROOKIE CLASS, 3 CANDIDATES Suspend hiring of 3 Sheriff Candidates for the spring Academy class.	-108,530	0
S3	DECREASE COST: ADJUST SHIFTS TO ELIMINATE 4-12 HOSPITAL GUARD OT ASSIGNMENT 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.	-53,710	0
Sheriff Total:		-205,290	0
State's Attorney			
S1	DECREASE COST: LAPSE ONE OFFICE SERVICES COORDINATOR POSITION 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.	-35,010	0
S2	DECREASE COST: LAPSE ONE SPECIAL INVESTIGATOR POSITION 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.	-57,380	0
S3	DECREASE COST: REDUCTION OF MISCELLANEOUS OPERATING EXPENSES 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.	-25,150	0
S4	DECREASE COST: RETURN TWO ADMINISTRATIVE VEHICLES TO FLEET MANAGEMENT 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.	-3,340	0
State's Attorney Total:		-120,880	0
Technology Services			
S1	REDUCE: REDUCE COST FOR COUNTY-WIDE SPRING 2010 COLOR ORTHO-IMAGERY ACQUISITION 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	-53,000	0

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Ref No.	Title	\$	Revenue
		General Fund Total:	-17,042,560
			261,270
Fire and Rescue Service			
S1	DECREASE COST: LAPSE SENIOR CITIZEN FIRE SAFETY TASK FORCE POSITION This is a new position that has not been filled, so lapsing it should have no impact. MCFRS had intended to use this position to launch a senior citizen fire safety program and implement recommendations of the senior citizen fire safety task force. Recent fire fatality figures for the county show that seniors are at greater risk than other age groups.	-69,460	0
S2	DECREASE COST: LAPSE FIVE NON-UNIFORM FIRE CODE INSPECTOR POSITIONS Lapsing these positions will slow the department's efforts in fire safety inspection. MCFRS does not anticipate a dropoff in revenue because of a substantial increase in the number of permits being renewed. Renewal of these permits is an administrative function that doesn't involve the fire code inspectors.	-293,490	0
S3	DECREASE COST: OPEN STATION 34 ON JUNE 1, 2010 This should not have an impact as it appears that the station may not be ready to be staffed prior to June 1st.	-404,500	0
S4	REDUCE: LAPSE FIVE UNIFORM POSITIONS IN FIRE CODE ENFORCEMENT Lapsing these positions will slow the department's efforts in fire safety inspection. MCFRS does not anticipate a dropoff in revenue because of a substantial increase in the number of permits being renewed. Renewal of these permits is an administrative function that doesn't involve the fire code inspectors.	-102,000	0
S5	DECREASE COST: DELAY SPRING RECRUIT CLASS This reduction will not impact service in FY10.	-1,370,000	0
S6	REDUCE: ABOLISH LIEUTENANT POSITION IN FIRE CODE ENFORCEMENT Duties will be absorbed by existing staff.	-60,830	0
		Fire Total:	-2,300,280

Mass Transit

DOT-Transit Services

S1	DECREASE COST: GET IN OPERATING COSTS The current participation rate is 89 county employees (as of January 2010) each employee receives \$35.00 a month to use transit as a commuting alternative. This reduction is for the fare expense not needed for the current level of participation. Participation has been stable during the past few years. Transit does not anticipate any additional transit applicants this year.	-68,000	0
S2	REDUCE: REDUCTIONS TO PARK AND RIDE LOT CLEANING Reduce \$10,590 - Reduction of mulching and weeding of flower beds. Reduction of tree pruning, delay crack/seal of lots at park and ride lots. \$10,000 from MES contract - reduction of trash collection at bus stops, from 3 times every two weeks to 2 times to every two weeks.	-20,590	0
S3	ELIMINATE: SUSPEND FRIENDSHIP HEIGHTS SUPER FARE SHARE Suspend all expenditures in the Friendship Heights Super Fare Share program. The county will not subsidize employers that provide a subsidy to employees using transit to get to and from work. Currently 42 employers with about 2,600 employees are enrolled, and over 500 employees receive transit benefits under this program. Unless these employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees, and a potential increase in the number of employees driving to work vs. using transit. Suspension of this program also will impact the TMD's ability to persuade additional Friendship Heights employers to provide transit benefits or to participate in other alternative mode programs with the County.	-36,000	0
S4	ELIMINATE: SUSPEND NORTH BETHESDA SUPER FARE SHARE Currently 39 employers with over 7,000 employees are enrolled, and over 900 employees receive transit benefits under this program. Unless these employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees, and a potential increase in the number of employees driving to work vs. using transit. Suspension of this program also will impact the TMD's ability to persuade other employers to provide transit benefits or to participate in other alternative mode programs with the County. Parking revenues in North Bethesda fund the Super	-80,000	0

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FY10 Savings Plan (2nd Rnd)- Description/Justification MCG Non-Tax Supported

Ref No.	Title	\$	Revenue
Community Use of Public Facilities			
S2	DECREASE COST: LAPSE OF VACANT PROGRAM SPECIALIST I POSITION As each Program Specialist assumes the workload of lapsed positions, some service delays may occur.	-46,400	0
S3	DECREASE COST: MISC. OPERATING EXPENSES Reductions will be made in operating budget, which will have minimal impact on customer service.	-22,960	0
Community Use of Public Facilities Total:		-137,540	0

→ Liquor Control
Liquor Control

S1	ENHANCE: INVENTORY REDUCTION DLC is actively reviewing its stock inventory to indentify slow moving items and offering the items to licensees and retail customers via the DLC stores at close-out prices. The process of reviewing the inventory is a routine industry practice and products that do not meet the annual case volume threshold are removed from stock and the remaining inventory is liquidated at the best price obtainable.	0	667,430
Liquor Control Total:		0	667,430

Montgomery Housing Initiative
Housing and Community Affairs

S1	DECREASE COST: REDUCE OPERATING EXPENSES Reduction in the number of affordable housing units produced and/or the number of clients served.	-467,110	0
Montgomery Housing Initiative Total:		-467,110	0

Parking District - Bethesda
DOT-Parking Lot Districts

S1	REDUCE: CONTRACT GROUNDS MAINTENANCE Reduce grounds maintenance by 50%. Spring ornamental plantings will be eliminated. Shrub and tree trimming will be eliminated. Mowing will be reduced in frequency.	-21,120	0
S2	REDUCE: CONTRACT SECURITY Reduce contract security patrols by 7%. Garages will be patrolled less frequently.	-34,190	0
S4	REDUCE: PRINT AND MAIL Reduce printing and mail to match the mandated FY11 reduction target. The Division will explore increased electronic out reach to replace flyers and other printed matter. Staff will utilize two sided printing whenever feasible. Staff will seek opportunities to use electronic rather than printed records.	-5,120	0
S5	REDUCE: LAPSE METER SHOP SUPERVISOR Lapse the currently vacant Maintenance Unit Supervisor position as a contribution to the budget goal. Circulate the Meter Mechanic staff through the position on an acting basis in order to provide experience and interim leadership. This process will result in reduced staffing of the Unit as a whole and may cause delays in meter inspections and extended the time required to perform preventive maintenance procedures.	-24,360	0
S6	REDUCE: PLANNING SPECIALIST III Planning Specialist III position has been vacant year to date. Hiring process has been extended based on difficulty finding a qualified pool of candidates. The position now has a rated pool of candidates and we have started the interview and selection process. Failure to fill the position to date has resulted in a back log of traffic orders and limited our ability to optimize parking space durations for maximum utilization and customer service.	-25,860	0
S7	REDUCE: PUBLIC SERVICE WORKER II A Public Service Worker II position in the Parking Maintenance Unit has been vacant year to date. An offer has been made to a candidate and accepted in the last few days. The new employee plans to start in January 2010.	-8,410	0
S8	ELIMINATE: TRAVEL, EDUCATION AND ORGANIZATIONAL DUES Freeze remaining balances in travel, education and organizational dues. Staff members may lose professional organizational accreditation. Staff will be encouraged to use no cost internet research to maintain their professional knowledge base.	-6,290	0

TAX SUPPORTED CURRENT REVENUES

FY10 CIP Reductions			
508180	Facility Planning: Storm Drains	0.096	Some impact.
809319	Facility Planning: SM	0.500	No impact. Replace with WQPC funding.
500152	Facilities Site Selection: MCG	0.191	Some impact. Site selection activities for projects planned to begin in FY13 and beyond may be delayed.
508768	Facility Planning: MCG	0.550	Minimal impact. Some work will be delayed.
450700	FS Emergency Power System Upgrade	0.992	No impact. Replace with GO Bond from FY10 "set-aside"
710101	Germantown Library	1.299	No impact. Library complete.
710300	Gaithersburg Library Renovation	0.081	No impact. Funds for interim structure has been preserved.
789057	Life Sciences and Technology Centers	0.080	No impact. Funds for Phase II work for the MD Voluntary Clean-Up program at Site II and grass-cutting charges have been preserved.
	MCG General Total Reduction	3.789	
	Montgomery County Government	4.743	
	Housing Opportunities Commission FY10 Reductions		
017601	Supplemental Funds for Public Housing	0.121	No impact to current program.
	HOC Total Reductions	0.121	
	Total FY10 Current Revenue General Reduction	9.216	

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FS Emergency Power System Upgrade -- No. 450700

Category
Subcategory
Administering Agency
Planning Area

Public Safety
Fire/Rescue Service
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	1,222	330	172	720	180	180	180	180	0	0	0
Land	0	0	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	4,778	0	1,498	3,280	820	820	820	820	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
Total	6,000	330	1,670	4,000	1,000	1,000	1,000	1,000	0	0	0

FUNDING SCHEDULE (\$000)

Current Revenue: General	8	8	0	0	0	0	0	0	0	0	0
G.O. Bonds	5,992	322	1,670	4,000	1,000	1,000	1,000	1,000	0	0	0
Total	6,000	330	1,670	4,000	1,000	1,000	1,000	1,000	0	0	0

OPERATING BUDGET IMPACT (\$000)

Maintenance				4	1	1	1	1	0	0
Net Impact				4	1	1	1	1	0	0

DESCRIPTION

This project involves installation of emergency generators in fire and rescue facilities.

Installation of emergency generators are for the following facilities: Fire Station - Rescue #1 - Bethesda/Chevy Chase; Fire Station #3 - Rockville; Fire Station #4 - Sandy Spring; Fire Station #6 - Bethesda; Fire Station #7 - Chevy Chase; Fire Station #8 - Gaithersburg; Fire Station #9 - Hyattstown; Fire Station #9-A - Hyattstown Apparatus Storage Building; Fire Station #10 - Cabin John; Fire Station #12 - Hillandale; Fire Station #13 - Damascus; Fire Station #15 - Burtonsville; Fire Station #16 - Silver Spring; Fire Station #17 - Laytonsville; Fire Station #20 - Bethesda; Fire Station #23 - Rockville; Fire Station #25 - Kensington; Fire Station #26 - Bethesda; Fire Station #28 - Gaithersburg; Fire Station #29 - Germantown; Fire Station #30 - Cabin John; Fire Station #31 - Rockville; Fire Station #31-A - Rockville USAR Warehouse; Fire Station #33 - Rockville; Fire Station #40 - Sandy Spring; and MCFRS Dover Road Warehouse.

This project will provide continuous operation of emergency equipment, HVAC, emergency lighting, security system, and fire alarm. All installations will be managed by the Department of Public Works and Transportation.

COST CHANGE

The County Executive recommends and the County Council approves reducing current revenue funding of \$992,000 and replacing with GO Bonds as part of the FY10 savings plan.

JUSTIFICATION

The emergency power backup systems are essential for full facility operation in the event of power failure and especially during a large scale disaster situation. Each fire station requires full power to support emergency operations, shelter for professional emergency responders, and essential disaster management operations. Most of the listed facilities are not equipped to meet operational needs during a long-term power outage. Careful evaluation resulted in the determination that most fire stations need to upgrade the size of their current generator systems, while others need to reconstruct their emergency power electrical systems. This project allows facilities to continuously function at a normal power level during long-term power outages.

Assessment study was prepared on December 22, 2004 by MCFRS.

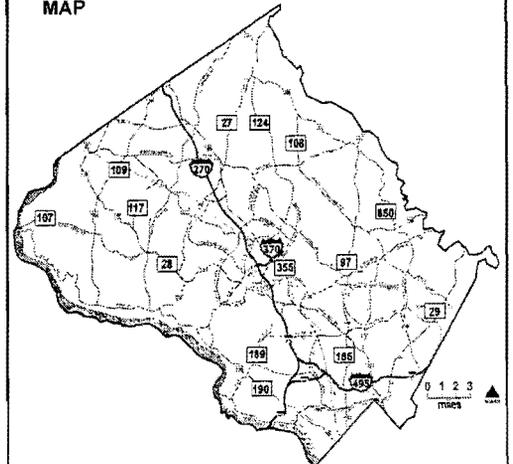
APPROPRIATION AND EXPENDITURE DATA

Date First Appropriation	FY07	(\$000)
First Cost Estimate		
Current Scope	FY07	6,000
Last FY's Cost Estimate		6,000
Appropriation Request	FY10	1,000
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		3,000
Expenditures / Encumbrances		743
Unencumbered Balance		2,257
Partial Closeout Thru	FY07	0
New Partial Closeout	FY08	0
Total Partial Closeout		0

COORDINATION

Montgomery County Fire and Rescue Service
Local Volunteer Fire and Rescue Departments
Department of General Services
Department of Permitting Services

MAP



(b1)

		<u>budgeted</u>	<u>Current (5 mo)</u>	<u>End of year</u>	<u>% of budgeted</u>	
license, new construction & DPS permitted work	L122	fire alam & detection systems	\$ 283,310	\$ 147,574	\$ 354,178	125.0%
	L123	fire sprinkler & standpipe	\$ 634,110	\$ 148,391	\$ 356,138	56.2%
	L125	all other fire protection systems	\$ 82,500	\$ 66,514	\$ 159,634	193.5%
	L126	Fire code exceptin reuests	\$ 45,000	\$ 11,988	\$ 28,771	63.9%
	C429	Fire pumps & generators	\$ 13,910	\$ 2,660	\$ 6,384	45.9%
	C430	Shaft inspections	\$ 37,930	\$ 9,975	\$ 23,940	63.1%
	C431	Life safety inspections	\$ 476,170	\$ 127,303	\$ 305,527	64.2%
	C432	Smoke control systems	\$ 7,620	\$ -	\$ -	0.0%
	C434	Permit changes	\$ -	\$ 5,612	\$ 13,469	
	L160	Nursery daycare license inspection	\$ 55,970	\$ 31,486	\$ 75,566	135.0%
	L162	Board & care facilities	\$ 75,375	\$ 25,958	\$ 62,299	82.7%
	L163	Detentional health care	\$ -	\$ -	\$ -	
	L164	Fire code exception requests	\$ 54,660	\$ 17,016	\$ 40,838	74.7%
	L220	Occupancy permits	\$ 356,545	\$ 168,174	\$ 403,618	113.2%
	subtotals	\$ 2,123,100	\$ 762,651	\$ 1,830,362	86.2%	
new program & indirect services work	C436	Engineering services	\$ 73,770	\$ 14,298	\$ 34,315	46.5%
	C437	Systems and structures	\$ 315,000	\$ 210,521	\$ 505,250	160.4%
	C438	Battalion enforcement	\$ 10,000	\$ 6,528	\$ 15,667	156.7%
	C439	Health care facilities	\$ 6,190	\$ 5,660	\$ 13,584	219.5%
	D524	automation enhancement	\$ 388,515	\$ 142,824	\$ 342,778	88.2%
	C433	Operational permits	\$ 540,485	\$ 280,060	\$ 672,144	124.4%
	L121	general permit - indefinite	\$ 80,890	\$ 96,308	\$ 231,139	285.7%
	L124	fire code license fees	\$ 233,100	\$ 51,297	\$ 123,113	52.8%
	C435	Research support	\$ 7,610	\$ 127,482	\$ 305,957	4020.5%
		subtotals	\$ 1,655,560	\$ 934,978	\$ 2,243,947	135.5%
	totals	\$ 3,778,660	\$ 1,697,629	\$ 4,074,310	107.8%	

MCFRS Attrition Graph

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