

**MEMORANDUM**

December 3, 2010

TO: Government Operations and Fiscal Policy Committee  
FROM: <sup>CHS</sup> Charles H. Sherer, Legislative Analyst  
SUBJECT: FY11 budget savings plan for County Government budgets reviewed by the GO Committee

At this session, the Committee will review elements of the Executive's recommended FY11 savings plan that are under its jurisdiction, as summarized in the following table.

©	Budget	CE savings	Savings as % of original budget	Analyst
5	County Attorney	45,530	1.0%	Jean Arthur
5	County Council	235,390	2.7%	Steve Farber
5	County Executive	47,670	1.0%	Justina Ferber
6	Finance	95,970	1.0%	Chuck Sherer
6A	Human Resources	60,830	1.0%	Justina Ferber
7	Inspector General	6,590	1.0%	Jean Arthur
7	Legislative Oversight	12,460	1.0%	Karen Orlansky
7	Management and Budget	33,190	1.0%	Chuck Sherer
7	NDA – Desktop Computer Modernization	31,810	1.0%	Costis Toregas
7A	Public Information	49,600	1.0%	Costis Toregas
7A	Regional Services Centers	27,000	1.0%	Marlene Michaelson
8	Technology Services	263,700	1.0%	Costis Toregas
10	Cable Communications Plan	104,920	1.0%	Costis Toregas
	Total	1,014,660		

See ©1 for the Executive’s December 2, 2010 transmittal memorandum and background information. The Council is scheduled to consider the recommendations on the savings plan from all six Committees on December 14, 16, or 21.

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. Finding savings with no negative impact is increasingly difficult, since the easy savings have already been taken. A further difficulty is that departments must make the savings in only half of the year, which means that a reduction of 1.0% of the **annual** budget is roughly 2.0% of the **remaining** budget. Where analysts have questions or comments, they are discussed below.

**Approve as Submitted**

The Council staff analysts have reviewed the Executive’s recommended 1.0% savings for the following budgets and recommend approval as shown below.

©	Budget	CE savings	Savings as % of original budget	Analyst
5	County Attorney	45,530	1.0%	Jean Arthur
5	County Executive	47,670	1.0%	Justina Ferber
6	Finance	95,970	1.0%	Chuck Sherer
6A	Human Resources	60,830	1.0%	Justina Ferber
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7A	Regional Services Centers	27,000	1.0%	Marlene Michaelson
8	Technology Services	263,700	1.0%	Costis Toregas
10	Cable Communications Plan	104,920	1.0%	Costis Toregas
	Total	779,270		

Dr. Toregas provided the following comments on his items:

<b>DEPARTMENT</b>	<b>FY11 Budget</b>	<b>Proposed Reduction</b>	<b>Analyst Comments</b>
<b>DTS</b>	\$26,370,280		
CRIMS Software Maintenance		-\$174,810	Reduction was the result of project delays.
Training		-\$88,890	The use of on-line training should be explored as a replacement.
	Total reduction	-\$263,700	
<b>Cable Communications Plan</b>	\$10,492,160		
Lapses in 5 filled positions		-\$57,910	Lapse savings for the 5 filled positions has already been achieved and is not a result of this savings plan.
Lapse in 1 unfilled position		-\$47,010	This position will be filled by the time this savings plan takes effect.
	Total reduction	-\$104,920	
<b>NDA DCM</b>	\$3,181,000	\$-31,810	Elimination of service support to DTS computers- the very people who need to have operational machines so as to help all other employees. However, the DTS employees will perhaps be able to fix their own problems better than others.
<b>Public Information Office, MC311</b>	\$4,960,000	-\$49,600	Elimination of MC311 advertising can increase calls to strapped operating departments.

### **Discussion Items**

Council staff reviewed the Executive's recommended FY11 Savings Plan for the following budgets and had questions or comments, as noted below.

**County Council** The Executive's proposed FY11 savings plan includes a reduction of \$235,390 or 2.7% in the Council Office budget. Regarding this amount, the plan says: "Added at Reconciliation List – Support for Office of People's Counsel (not funded in FY11) and staffing needs of other Legislative Branch offices." The Council made this and other Reconciliation List decisions as it completed action on the County's Approved Budget for FY11.

The appropriate level of savings for the Council Office is 1.0%, not 2.7%. As the table on page 1 shows clearly, 1.0% is the target for the 12 other budgets being reviewed by the GO Committee, including the budgets for the County Executive and OMB. For the Council Office, 1.0%

of the FY11 appropriation is \$87,120 (\$148,270 less savings than the Executive proposed). The Council Office will achieve this savings by lapsing a vacant Legislative Analyst position.

Council staff's recommended savings are summarized in the table below.

©	Budget	CS savings	Savings as % of original budget	Analyst
5	County Attorney	45,530	1.0%	Jean Arthur
5	County Council	87,120	1.0%	Steve Farber
5	County Executive	47,670	1.0%	Justina Ferber
6	Finance	95,970	1.0%	Chuck Sherer
6A	Human Resources	60,830	1.0%	Justina Ferber
7	Inspector General	6,590	1.0%	Jean Arthur
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8	Technology Services	263,700	1.0%	Costis Toregas
10	Cable Communications Plan	104,920	1.0%	Costis Toregas
	Total	866,390		



OFFICE OF THE COUNTY EXECUTIVE  
ROCKVILLE, MARYLAND 20850

Isiah Leggett  
County Executive

MEMORANDUM

December 2, 2010

TO: Nancy Floreen, President  
County Council

FROM: Isiah Leggett, County Executive 

SUBJECT: FY11 Savings Plan

RECEIVED  
MONTGOMERY COUNTY  
COUNCIL  
2010 DEC - 2 PM 3:44

Attached please find my Recommended FY11 Savings Plan for Montgomery County Government, and the other tax supported County Agencies. The attached plan identifies savings of over \$36 million from the current year that will be applied to close the shortfall of over \$300 million in FY12.

As you know, the impetus for the savings plan transmitted to the Council in October was the anticipated loss of \$14 million annually (and \$170 million over ten years) with the elimination of the Ambulance Reimbursement fee. Since that time, because of continued weakness in the national, regional, and local economy, affecting both employment and the residential and commercial real estate markets, tax revenues in both FY11 and FY12 are anticipated to be below previous estimates.

As I have communicated previously, the attached plan retains most of the reductions contained in the October 5, 2010 savings plan transmitted to the Council. The attached plan contains additional reductions from other County Government Departments as well as recommendations for reductions to the budgets for Montgomery County Public Schools, Montgomery College and the Maryland-National Capital Park and Planning Commission.

We have worked to identify savings that minimize the impact upon direct services, especially to public safety and our most vulnerable residents. However, service reductions are unavoidable due to the magnitude of the needed reductions and the significant reductions in service levels already made in the FY09-11 budgets.

If, as in the past, the Council chooses to not support some of my proposed reductions, I strongly recommend that it propose offsetting reductions in other areas of the budget to maintain the total amount of savings. Maintaining balance in the current year is critical to adhering to our fiscal policies and maintaining our AAA bond rating. In addition, the County is vulnerable to additional State Aid reductions due to the State's continuing fiscal challenges.

It is critical to consider this proposed savings plan in the context of the development of the FY12 operating budget. As you are aware, I recently asked all County Departments to identify reductions of up to 15% for non-public safety departments and 5% for public safety, health and human services, and transit. Even these aggressive reductions may not be sufficient to produce a balanced budget if revenues fall even further.

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 maintaining the fiscal health of the County Government.

	FY11 Approved Budget	Savings Plan Agency as % Target	Agency as % of Total Budget	Target as % of Savings Plan	Target as % of Budget
MCG	\$1,163,556,250	\$15,790,560	35.5%	43.6%	1.4%
MCPS	\$1,919,842,746	\$19,198,430	58.6%	53.0%	1.0%
College	\$98,051,990	\$980,520	3.0%	2.7%	1.0%
M-NCPPC	\$92,653,170	\$231,640	2.8%	0.6%	0.3%
Total	\$3,274,104,156	\$36,201,150			1.1%

**Notes**

- 1 College Total Budget is Local Contribution for Current Fund only
- 2 M-NCPPC Total excludes debt service
- 3 The MCG total includes \$288,150 increased transfer to the General Fund from the Department of Liquor Control and anticipates loss of \$47,000 in Recreation Revenues

IL:jfb

- c: Timothy L. Firestine, Chief Administrative Officer  
 Department and Office Directors  
 Dr. Jerry Weast, Superintendent, Montgomery County Public Schools  
 Dr. DeRionne P. Pollard, Ph.D. President, Montgomery College  
 Francoise Carrier, Chair, Montgomery County Planning Board  
 Annie Alston, Executive Director, Housing Opportunities Commission  
 Kathleen Boucher, Assistant Chief Administrative Officer

Attachments

# FY11 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY11 Approved (per Council Resolution 16-1373)	CE Recommended		Savings as a percent of Original FY11 Budget
		Total \$	Revenue	
<b>Tax Supported</b>				
<b>General Fund</b>				
Circuit Court	9,813,050	-98,130	0	-1.0%
Consumer Protection	2,079,200	-20,790	0	-1.0%
Correction and Rehabilitation	61,806,240	-154,520	0	-0.3%
County Attorney	4,552,550	-45,530	0	-1.0%
County Council	8,712,490	-235,390	0	-2.7%
County Executive	4,767,200	-47,670	0	-1.0%
Economic Development	6,285,150	-62,850	0	-1.0%
Emergency Management and Homeland Security	1,333,090	-13,330	0	-1.0%
Environmental Protection	1,947,210	-19,470	0	-1.0%
Finance	9,596,890	-95,970	0	-1.0%
General Services	24,011,240	-1,515,680	0	-6.3%
Health and Human Services	177,832,030	-1,959,120	0	-1.1%
Housing and Community Affairs	3,901,690	-39,020	0	-1.0%
Human Resources	6,082,800	-60,830	0	-1.0%
Human Rights	1,738,400	-17,380	0	-1.0%
Inspector General	659,310	-6,590	0	-1.0%
Legislative Oversight	1,246,420	-12,460	0	-1.0%
Management and Budget	3,318,790	-33,190	0	-1.0%
NDA - Desktop Modernization	3,180,950	-31,810	0	-1.0%
NDA - Housing Opportunities Commission	5,804,040	-14,510	0	-0.2%
Police	230,280,040	-1,090,320	0	-0.5%
Public Information	4,960,350	-49,600	0	-1.0%
Public Libraries	28,851,080	-63,190	0	-0.2%
Regional Services Centers	2,699,740	-27,000	0	-1.0%
Sheriff	19,484,030	-48,710	0	-0.2%
State's Attorney	12,342,270	-30,860	0	-0.3%
Technology Services	26,370,280	-263,700	0	-1.0%
Transportation	35,464,960	-1,782,660	0	-5.0%
<b>General Fund Total:</b>	<b>699,121,490</b>	<b>-7,840,280</b>	<b>0</b>	<b>-1.1%</b>
<b>Special Funds</b>				
<u>Mass Transit</u>				
DOT-Transit Services	104,309,460	-916,420	0	-0.9%
<u>Fire</u>				
Fire and Rescue Service	182,148,330	-6,087,810	0	-3.3%
<u>Recreation</u>				
Recreation	25,896,670	-599,980	-47,000	-2.1%
<b>Special Funds Total:</b>	<b>312,354,460</b>	<b>-7,604,210</b>	<b>-47,000</b>	<b>-2.4%</b>
<b>MCG Tax Supported Total:</b>	<b>1,011,475,950</b>	<b>-15,444,490</b>	<b>-47,000</b>	<b>-1.5%</b>

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# FY11 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY11 Approved (per Council Resolution 16-1373)	CE Recommended		Savings as a percent of Original FY11 Budget
		Total \$	Revenue	
<b>Non-Tax Supported</b>				
<b>Special Funds</b>				
<u>Cable Television</u>				
Cable Communications Plan	10,492,160	-104,920	0	-1.0%
<b>Enterprise Fund</b>				
<u>Liquor Control</u>				
Liquor Control	42,520,100	0	288,150	-0.7%
<b>MCG Non-Tax Supported Total:</b>	<b>53,012,260</b>	<b>-104,920</b>	<b>288,150</b>	<b>-0.7%</b>
Montgomery County Government:	1,064,488,210	-15,549,410	241,150	-1.5%
Montgomery County Public Schools:	1,919,842,746	-19,198,430	0	-1.0%
Montgomery College:	98,051,990	-980,520	0	-1.0%
Maryland-National Capital Park and Planning:	92,653,170	-231,640	0	-0.3%
<b>TOTAL ALL AGENCIES</b>	<b>3,175,036,116</b>	<b>-35,960,000</b>	<b>241,150</b>	<b>-1.1%</b>

\* amounts exclude debt service; the College budget is the FY11 local contribution

Ref No.	Title	\$	Revenue
<b>County Attorney</b>			
S1	DECREASE COST: LAPSE - ASSISTANT COUNTY ATTORNEY I - PUBLIC INTEREST LITIGATION DIVISION	-45,530	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Position duties have been reassigned within the division.		
<b>County Attorney Total:</b>		<b>-45,530</b>	<b>0</b>
<b>County Council</b>			
S1	DECREASE COST: COUNTY COUNCIL	-235,390	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Added at Reconciliation List - Support for Office of People's Counsel (not funded in FY11) and staffing needs of other Legislative Branch offices		
<b>County Council Total:</b>		<b>-235,390</b>	<b>0</b>
<b>County Executive</b>			
S1	DECREASE COST: LAPSE DEPUTY DIRECTOR FOR SPECIAL PROJECTS	-47,670	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The impact is limited as this Special Projects position is currently vacant.		
<b>County Executive Total:</b>		<b>-47,670</b>	<b>0</b>
<b>Economic Development</b>			
S1	DECREASE COST: REDUCE WHEATON INNOVATION CENTER LEASE PAYMENT	-62,850	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> DED will have a savings of \$62,580 in FY11 resulting from a Wheaton Innovation Center rent reduction, as a part of the \$4 million COSTCO Wheaton EDF project with the Westfield. The total rent reduction of \$200,000 over four years, from FY10-FY13, was agreed to by Westfield.		
<b>Economic Development Total:</b>		<b>-62,850</b>	<b>0</b>
<b>Emergency Management and Homeland Security</b>			
S1	DECREASE COST: REDUCED NUMBER OF PHONES LINES	-8,030	0
	<u>OMB Recommendation:</u> Had 177 phone lines being charged to the Office of Emergency Management and Homeland Security. Only 70 of these lines were applicable.		
	<u>Impact:</u> No service impact. A comprehensive review of phone lines needed by the Office of Emergency Management and Homeland Security resulted in a reduction in the number of phone lines and decreased service charges.		
S2	REDUCE: REDUCE PRINTING AND PAPER COSTS	-5,300	0
	<u>OMB Recommendation:</u> OEMHS currently print outreach materials in Spanish, English, Chinese, ect. Not all emergency information will be available in all languages, if it is it will be at reduced levels.		
	<u>Impact:</u> Reduction in printing and paper costs will reduce the available amount of emergency preparedness information material.		

Ref No.	Title	\$	Revenue
<b>Emergency Management and Homeland Security Total:</b>		-13,330	0
<b>Environmental Protection</b>			
S1	DECREASE COST: OTHER PROFESSIONAL AND NON-PROFESSIONAL SERVICES	-19,470	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	There will be no impact as a result of this action. The Department does not anticipate expenses related to professional or non-professional services in the Administrative Services section in FY11 or beyond. Basic video editing needs and temporary services can be met in-house. More complex video editing needs support MS-4 activities, which are funded by the Water Quality Protection Charge.		
<b>Environmental Protection Total:</b>		-19,470	0
<b>Finance</b>			
S1	DECREASE COST: TIMESHEET DATA ENTRY KEYPUNCH CONTRACT	-63,650	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	\$75,000 in timesheet data entry keypunch costs were budgeted in FY11 to accommodate delays in the full implementation of MCtime. \$11,350 of this amount was used, leaving \$63,650 available savings.		
S2	DECREASE COST: PERSONNEL COST SAVINGS	-32,320	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	FY11 Personnel Cost savings are the result of an unusually high number of vacancies in key positions due to staff turnover.		
<b>Finance Total:</b>		-95,970	0
<b>General Services</b>			
S1	REDUCE: REDUCE FREQUENCY OF CLEANING AND GROUNDS MAINTENANCE	-1,515,680	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	Reducing the frequency of contractual cleaning and grounds maintenance will further reduce the appearance of County facilities. The grounds maintenance cut will impact mowing, leaf and trash removal.		
<b>General Services Total:</b>		-1,515,680	0
<b>Health and Human Services</b>			
S1	DECREASE COST: CONSERVATION CORPS CONTRACT	-125,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	Delay the start date for the new contract for the Conservation Corps until April. Due to delays, the contract will likely not start until late February. This proposal will postpone the start date until April.		
S2	DECREASE COST: HOMELESS OUTREACH CONTRACT	-21,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	Delay the start date for the new contract for Homeless Outreach/PIIT effort until April. This reduction represents the General Fund portion of the contract.		

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Ref No.	Title	\$	Revenue
<b>Housing and Community Affairs</b>			
S2	DECREASE COST: 64010 - METROPOLITAN AREA TRAVEL	-4,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> HCA has focused its FY11 reductions on three main areas including non-HCA jobs, travel and training. The main impact on these reductions will be the resulting greater workload on existing staff and less availability for training.		
S3	DECREASE COST: 64012 - NON-METROPOLITAN AREA TRAVEL	-4,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> HCA has focused its FY11 reductions on three main areas including non-HCA jobs, travel and training. The main impact on these reductions will be the resulting greater workload on existing staff and less availability for training.		
S4	DECREASE COST: 64120 - OTHER EDUCATION	-5,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> HCA has focused its FY11 reductions on three main areas including non-HCA jobs, travel and training. The main impact on these reductions will be the resulting greater workload on existing staff and less availability for training.		
S5	DECREASE COST: 64300 - ADVERTISING (JOBS)	-3,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> HCA has focused its FY11 reductions on three main areas including non-HCA jobs, travel and training. The main impact on these reductions will be the resulting greater workload on existing staff and less availability for training.		
S6	DECREASE COST: 69999 - OTHER MISC. OPERATING EXPENSES	-10,020	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> HCA has focused its FY11 reductions on three main areas including non-HCA jobs, travel and training. The main impact on these reductions will be the resulting greater workload on existing staff and less availability for training.		
<b>Housing and Community Affairs Total:</b>		<b>-78,040</b>	<b>0</b>
<b>Human Resources</b>			
S1	DECREASE COST: CONTRACTUAL SERVICES	-60,830	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> OHR has identified current year contractual funds that will be held back in order to achieve the mandated FY11 savings in the general fund budget. The contractual services are to support the Unified Data Moduler, and OHR will adjust the service schedule to realign the vendor's work plan. OHR anticipates minimal impact as a result of the savings.		
<b>Human Resources Total:</b>		<b>-60,830</b>	<b>0</b>
<b>Human Rights</b>			
S1	DECREASE COST: FAIR HOUSING - LEGAL / ATTORNEY SERVICES	-10,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> No impact to services; these services are not needed.		
S2	DECREASE COST: FAIR HOUSING - OTHER PROFESSIONAL SERVICES	-7,380	0

Ref No.	Title	\$	Revenue
<b>Human Rights</b>			
<i>OMB Recommendation:</i>			
<i>Impact:</i> Reduce Fair Housing other professional services.			
<b>Human Rights Total:</b>		-17,380	0
<b>Inspector General</b>			
S1	DECREASE COST: REDUCE PERSONNEL COST	-6,590	0
<i>OMB Recommendation:</i>			
<i>Impact:</i>			
<b>Inspector General Total:</b>		-6,590	0
<b>Legislative Oversight</b>			
S1	REDUCE: REDUCE OPERATING EXPENSES	-12,460	0
<i>OMB Recommendation:</i>			
<i>Impact:</i> \$12,460 represents a 23% reduction in OLO's FY11 budget for operating expenses.			
<b>Legislative Oversight Total:</b>		-12,460	0
<b>Management and Budget</b>			
S1	DECREASE COST: LAPSE CIP COORDINATOR	-33,190	0
<i>OMB Recommendation:</i>			
<i>Impact:</i> The work of the CIP Coordinator position will be re-distributed to other staff in the department. The position will become vacant in January.			
<b>Management and Budget Total:</b>		-33,190	0
<b>NDA - Desktop Modernization</b>			
S1	REDUCE: DCM SERVICES FOR ALL DTS DESKTOP COMPUTERS (APPROXIMATELY 165-175 PC'S) FOR SIX MONTHS	-31,810	0
<i>OMB Recommendation:</i>			
<i>Impact:</i> DTS staff/contractor whose primary computer is a desktop PC will no longer have access to most services provided under the DCM contract (ex: help desk, break fix, etc.). If a DTS user contacts the IT Helpdesk for support, rather than attempting to resolve the issue immediately using existing support tools and methodologies, the technician will initiate a service ticket, which will then be routed back to DTS's internal support team queue. (It should be noted that the DTS internal support team resources are severely limited due to staffing and contractor reductions from FY10.) This reduction in service will result in longer response times for PC or software support issues encountered by DTS staff. In the event of a warranty hardware failure, DTS must pay the break fix charge (\$56.99 per incident). In the event of an out of warranty hardware failure, DTS must pay the break fix charge plus the cost of the replacement hardware.			
<b>NDA - Desktop Modernization Total:</b>		-31,810	0
<b>NDA - Housing Opportunities Commission</b>			
S1	DECREASE COST: FY11 SAVINGS PLAN	-14,510	0
<i>OMB Recommendation:</i>			
<i>Impact:</i>			

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Ref No.	Title	\$	Revenue
<b>NDA - Housing Opportunities Commission</b>			
	HOC will make specific reduction proposals at a later date.		
	<b>NDA - Housing Opportunities Commission Total:</b>	<b>-14,510</b>	<b>0</b>
<b>Police</b>			
S1	ELIMINATE: ABOLISH BALANCE OF SCHOOL RESOURCE OFFICER (SRO) POSITIONS - 9 POLICE OFFICER IIIS	-518,650	0
	<u>OMB Recommendation:</u> Abolish the 9 remaining School Resource Officers (SROs).		
	<u>Impact:</u> This would completely eliminate the SRO program resulting in no police officers assigned to any public school.		
S2	DECREASE COST: VARIOUS OPERATING EXPENSES	-571,670	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Reduce various operating expenses across the department.		
	<b>Police Total:</b>	<b>-1,090,320</b>	<b>0</b>
<b>Public Information</b>			
S1	DECREASE COST: DECREASE ADVERTISING FOR MC311 SERVICE	-49,600	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> A \$49,600 reduction in advertising for MC311 will require the department's media relations section to consistently work harder to promote the 311 Call Center services using free media and social media. It is important that residents are made aware that they must direct their inquiries to MC311 so that they don't continue to call departments where call takers no longer exist. This education effort is critical to efficient operations within departments and to resident satisfaction with government.		
	<b>Public Information Total:</b>	<b>-49,600</b>	<b>0</b>
<b>Public Libraries</b>			
S1	DECREASE COST: REDUCE OPERATING EXPENSES FOR SUPPLIES AND SERVICE CONTRACTS	-63,190	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Montgomery County Public Libraries made some planning decisions with regard to operating expenses through the first part of FY11, in anticipation of a Savings Plan possibility. MCPL has been able to control operating expenses in supply, training, paper/printing/postage, travel, and vehicle maintenance expense line items to save \$63,190.		
	<b>Public Libraries Total:</b>	<b>-63,190</b>	<b>0</b>
<b>Regional Services Centers</b>			
S1	DECREASE COST: LAPSE BETHESDA-CHEVY CHASE REGIONAL SERVICES CENTER'S VACANT SENIOR EXECUTIVE ADMINISTRATIVE AIDE	-27,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	<b>Regional Services Centers Total:</b>	<b>-27,000</b>	<b>0</b>
<b>Sheriff</b>			
S1	DECREASE COST: REDUCE COMPUTER SUPPLIES	-11,210	0
	<u>OMB Recommendation:</u>		

7A

Ref No.	Title	\$	Revenue
<b>Sheriff</b>			
	<u>Impact:</u> Delay or reduce computer/printer supplies		
S2	DECREASE COST: REDUCE UNIFORM COSTS	-8,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
S3	DECREASE COST: REDUCE MEMBERSHIP COSTS	-10,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Delay membership fees		
S4	DECREASE COST: REDUCE LOCAL CONFERENCES	-3,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
S5	DECREASE COST: REDUCE TRAVEL EXPENSES	-10,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Currently travel expenses are lower through November 20; reduction can be made at this time.		
S6	DECREASE COST: REDUCE CHARGEBACKS FROM FACILITIES	-6,500	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Reduce repairs and maintenance in Judicial Center		
<b>Sheriff Total:</b>		<b>-48,710</b>	<b>0</b>
<b>State's Attorney</b>			
S1	DECREASE COST: TURNOVER SAVINGS FROM RETIRING EMPLOYEE	-30,860	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> An employee has indicated to senior management an intention to retire effective 01/02/11. Turnover savings will be achieved by promoting a lower salaried employee into this position. The retiring employee will perform critical services for the SAO as a contractor for the remainder of the year.		
<b>State's Attorney Total:</b>		<b>-30,860</b>	<b>0</b>
<b>Technology Services</b>			
S1	DECREASE COST: CRIMS COMMERCIAL OFF THE SHELF (COTS) SOFTWARE MAINTENANCE	-174,810	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> With the recent delay of the CRIMS phase 1 solution, the project go-live date has been delayed, which results in a delay of the overall maintenance needs.		
S2	DECREASE COST: FREEZE DEPARTMENTAL TRAINING FUNDS	-88,890	0
	<u>OMB Recommendation:</u>		

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Ref No.	Title	\$	Revenue
<b>Technology Services</b>			
	<u>Impact:</u> DTS will suspend FY11 training budget. Training funds are used to keep staff current on emerging technologies and to maintain workforce knowledge and skills. In turn, DTS is better positioned to maintain the County's technology assets. By reducing training funds, DTS runs the risk of not being able to respond to all requests for service as well as limited ability to develop new and innovative technology solutions. It leads to increased system failure, under performing systems, and low employee morale. It also increases the possible need of higher priced contractor support to meet new technology solution challenges.		
	<b>Technology Services Total:</b>	<b>-263,700</b>	<b>0</b>
<b>Transportation</b>			
S1	DECREASE COST: PARKING TICKET PROCESSING	-106,790	0
	<u>OMB Recommendation:</u> Assumes current number of tickets-written does not increase.		
	<u>Impact:</u> The remaining budget should be sufficient to fund basic parking ticket processing and collections services required to process the volume of tickets anticipated in FY11. Projected General Fund parking ticket revenues should not be affected by this savings plan reduction.		
S2	DECREASE COST: UNIFORM PURCHASING	-25,710	0
	<u>OMB Recommendation:</u> 30% reduction.		
	<u>Impact:</u> This will result in a decrease in uniform budget in Highway Maintenance of about 30%.		
S3	DECREASE COST: REDUCTION IN TRAINING AND COMPUTER/OFFICE SUPPLIES	-59,200	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This reduction will result in the elimination of training and the purchase of computer equipment and software for remainder of FY11 in Division of Transportation Engineering. This will limit the use of innovation in the Division using the latest technology in the market place.		
S4	DECREASE COST: PEDESTRIAN SAFETY OUTREACH	-15,000	0
	<u>OMB Recommendation:</u> 60% reduction to outreach program.		
	<u>Impact:</u> This is a 60% reduction in the pedestrian safety outreach effort in the Director's Office budget.		
S5	DECREASE COST: REDUCE MATERIAL TESTING	-25,000	0
	<u>OMB Recommendation:</u> Reduces contract by 42%.		
	<u>Impact:</u> This will reduce contractual material testing by 40%. Funds remaining should be sufficient to achieve FY 11 testing.		
S6	DECREASE COST: LAPSE SENIOR SUPPLY TECH AND ENGINEER III POSITIONS	-128,000	0
	<u>OMB Recommendation:</u> Two positions are already vacant.		
	<u>Impact:</u> These two positions are currently vacant in Traffic Engineering and will remain vacant for the remainder of FY 11.		
S7	DECREASE COST: PEDESTRIAN SIGNAL TIMING	-50,000	0

Ref No.	Title	\$	Revenue
<b>Cable Television</b>			
<b>Cable Communications Plan</b>			
S1	DECREASE COST: LAPSE OF THREE FILLED INSPECTOR POSITIONS	-33,120	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> There is no service impact. Three new inspector positions were budgeted for July 1st, however, they were not filled until August.		
S2	DECREASE COST: LAPSE OF FILLED VIDEOGRAPHER POSITION	-15,490	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> There is no service impact. The position was budgeted for July 1st, however, it was not filled until September.		
S3	DECREASE COST: LAPSE OF FILLED EDITOR POSITION	-9,300	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> There is no service impact. The position was budgeted for July 1st, however, it was not filled until August.		
S4	DECREASE COST: LAPSE OF VACANT INFO TECH POSITION UNTIL JANUARY 1ST	-47,010	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This delays ability to create video files for council member website, limits the ability to update video on demand files, and places additional burdens on existing staff.		
<b>Cable Television Total:</b>		<b>-104,920</b>	<b>0</b>

Liquor Control

**Liquor Control**

S1	ENHANCE: INVENTORY MANAGEMENT AND CONTROL	0	288,150
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> DLC plans to reduce the amount of time a product remains in inventory by five days. For example, if an item is normally kept on the floor for 40 days, the plan will be to reduce that time to 35 days. By tightening inventory, DLC will pay out less cash, increase net sales revenue, and transfer more funds to the General Fund.		
<b>Liquor Control Total:</b>		<b>0</b>	<b>288,150</b>

<b>MCG Non-Tax Supported:</b>	<b>-104,920</b>	<b>288,150</b>
<b>Net Savings (Total Exp. Savings &amp; Revenue Changes)</b>	<b>-393,070</b>	

<b>MCG Grand Total:</b>	<b>-15,588,430</b>	<b>241,150</b>
<b>MCG FY11 Net Savings (Total Exp. Savings &amp; Revenue Changes)</b>	<b>-15,829,580</b>	

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