

MEMORANDUM

December 9, 2010

TO: Planning, Housing, and Economic Development Committee

FROM: Marlene Michaelson, ^{MM} Senior Legislative Analyst

SUBJECT: FY11 Savings Plan

At this session, the Committee is to review elements of the Executive's recommended FY11 Savings Plan that are under its jurisdiction. See © 1-33 for the Executive's December 2, 2010 transmittal memorandum and background information. Circles 34 to 38 contain memoranda from the Executive Director of the Housing Opportunities Commission and the Planning Board Chair responding to the proposed reductions. The Council is scheduled to consider the recommendations on the Savings Plan from all six Committees on December 14.

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 reviewed by the Planning, Housing, and Economic Development (PHED) Committee, the Executive did not recommend reductions or the recommended savings are relatively straightforward. Where analysts have questions or comments, they are discussed below.

Proposed Reductions

Council staff reviewed the Executive's recommended FY11 Savings Plan for the following budgets. Staff recommends approval of the reduction to the Department of Economic Development, since it is a rent reduction and has no impact on service. Staff believes the Committee should discuss the other reductions, which are highlighted below and discussed in the following sections.

Budget	C #	CE Rec.	
		Reduction	Analyst
Board of Appeals	--	no change	Jean Arthur
Economic Development		-\$62,850	Justina Ferber
Historic Preservation	--	no change	Jeff Zyontz
Housing and Community Affairs – Community Development		no change	Marlene Michaelson
Housing and Community Affairs – Housing		-\$78,040	Linda McMillan
Housing Initiative Fund, DHCA	--	no change	Linda McMillan
Housing Opportunities Commission NDA		-\$14,510	Linda McMillan
M-NCPPC – Administrative Fund		-\$59,010	Marlene Michaelson
M-NCPPC – Park Fund		-\$172,630	Marlene Michaelson
Permitting Services		no change	Chuck Sherer
Recreation		-\$599,980	Vivian Yao
Urban Districts	--	no change	Marlene Michaelson
Zoning & Administrative Hearings	--	no change	Jean Arthur

BUDGET

ANALYST

Department of Housing and Community Development

Linda McMillan

For FY11, the Council appropriated \$3,901,690 from the General Fund to the Department of Housing and Community Affairs. The Executive is recommending savings plan reductions of \$39,020, or about 1% of this amount. There is no recommendation to reduce any amount in the Housing Initiative Fund, which is appropriated as a Non-Tax Supported Special Fund. The reductions are proposed in a variety of operating expense areas. The following table shows the category for savings and whether the Department was over or under budget in each of these categories in FY10. As can be seen, the only category that was overspent in FY10 was education. The Department has told Council staff that this was a one-year effort to provide enhanced IT training in order to reduce the need for contractual IT assistance in future years. The Department expects to be under budget in this category in FY11.

	FY10 Budget	FY10 Actual	FY11 Budget	Proposed FY11 Savings	% savings amount to budget amount
Other Professional Services	42,000	2,049	47,540	13,000	27.3%
Metropolitan Area Travel	13,300	4,066	13,300	4,000	30.1%
Non-Metropolitan Travel	8,000	2,751	8,000	4,000	50.0%
Other Education	10,000	22,693	10,000	5,000	50.0%
Advertising (Jobs)	7,050	1,030	7,050	3,000	42.6%
Other Misc Operating	30,250	6,067	30,250	10,020	33.1%

Council Staff recommendation: Concur with County Executive.

Housing Opportunities Commission

Linda McMillan

For FY11, the Council appropriated \$5,804,040 in General Funds to the Housing Opportunities Non-Departmental Account. The Executive is recommending a savings plan reduction of \$14,510, or 0.2%.

Executive Director Alston has sent the Council a letter saying that HOC will achieve this savings through salary and benefit lapse (© 34).

Council Staff recommendation: Concur with County Executive.

Department of Recreation

Vivian Yao

For the Department of Recreation, the Executive recommends the following adjustments:

Item	\$	Revenue
S1 Close 4 of 6 Sports Academies	-245,000	0
S2 Close 8 of 15 RecExtra Programs	-93,600	0
S3 Eliminate All Neighborhood Senior Programs	-114,900	0
S4 Delay Opening of Midcounty Community Center	-146,390	-47,000
Total Operating Budget and Revenue Impact	-599,890	-47,000

The Savings Plan excerpt for the Recreation Department is attached at © 28-29.

For the Montgomery County Recreation Department (MCRD), the Executive recommends \$559,980 in reductions and \$47,000 in reduced revenues in FY11. The recommended reduction is approximately 2.1% of the Department's approved FY11 budget of \$25.9 million, compared to the average reduction for General Fund departments of roughly 1%. If approved, the FY11 budget would be \$5.1 million, or 16.9%, less than the FY10 approved budget of \$30.5 million.

The Executive recommends workforce reductions, including the elimination of two filled Recreation Specialist positions. These reductions build on the loss in FY11 of 39 positions and 61 workyears from the FY10 approved budget. The Department has lost over 40% of its career workforce since FY08. Workforce reductions of filled positions have been recommended for only two other General Fund departments.

The cost savings reflected in the proposed savings plan for MCRD are targeted in large part at programs that serve vulnerable populations, i.e., seniors and at-risk youth. These programs recover a smaller percentage of their costs through user fees and thus rely on a larger share of County general fund dollars to support their operation. The Council has received correspondence highlighting the importance of these programs to individuals and families in the community and requesting that the services not be eliminated. **Staff recommends against taking the Executive's proposed reductions to youth and senior services.**

S1 Close 4 of 6 Sports Academies (245,090)

There are currently Sports Academy programs at Blair, Wheaton, Paint Branch, Springbrook, and Einstein High Schools. No services have been implemented for a program in the Upper County area. The Executive recommends maintaining programs only at Blair and Wheaton, the schools with the highest participation rates. The programs typically serve approximately 4,000 students annually and have a high needs population. Some programs have served Free and Reduced Meals (FARMS) eligible students at a rate as high as 80%. The programs do not require a minimum grade point average to participate, unlike many after school programs offered at the schools.

Eliminating these structured, supervised activities during the after school time when youth are most likely to engage in risky behavior will likely result in greater societal costs related to incarceration, crime, and other negative impacts. The Executive reports that crime rates went down as much as 9% in communities served by Sports Academies.

Council staff recommends against taking this savings.

S2 Close 7 of 15 RecExtra Programs (93,600)

The Executive proposed eliminating 7 of 15 RecExtra programs, which provide afterschool recreation services at middle schools in the County. A list of the current program sites and those proposed to be eliminated is attached at © 46. For the last full fiscal year, the programs served 100 students on average for each program day. Middle schools with RecExtra programs have FARMS rates as high as 59% and are in areas where there is little opportunity for youth programming, e.g., Damascus, Poolesville, etc. **Council staff is concerned that mid-year reductions to these services would provide an undue burden on already stressed parents with little notice and opportunity to find alternative arrangements for child supervision.**

Council staff recommends against taking this savings.

S3 Eliminate all Neighborhood Senior Programs (114,900)

The reductions to all neighborhood senior programs would, for a relatively small savings amount, eliminate accessible services for over 800 seniors and result in the elimination of a filled staff position. These programs provide nutrition, health, exercise, and educational services, many of which leverage the resources of local hospitals and other community-based services providers. According to a constituent corresponding with the Council, these programs help seniors "to keep healthy mentally, physically, and psychologically [sic] too," thus reducing isolation and its attendant consequences as well as the likelihood of costly institutionalization. Although the Executive suggests that seniors can access services at senior centers if transportation is available, it seems unlikely that many seniors will be able to take advantage of these programs, some as far as 12-13 miles from their current service site.

Council staff recommends against taking this savings.

S4 Delay opening of Mid-County Community Center (146,390)

The Executive has also proposed an additional savings of \$146,390 with an associated reduction in revenues of \$47,000 for delaying the opening of the Mid-County Community Recreation Center into FY12, currently scheduled to open in January 2011. The elimination of a full-time filled staff position is associated with this reduction. During the FY11 budget discussions, Executive staff reported that the FY11 operating budget for Mid-County Community Recreation Center was \$373,644. This total includes \$106,500 which was allocated for contract cleaning, landscaping, and snow removal. Savings related to this amount has been accounted for in the DGS Savings Plan. It appears that the total savings that can be taken for the delayed opening of Mid County is \$267,144.

Council staff concurs with the Executive's recommendation to delay the opening of the Mid-County Community Recreation Center into FY12. In addition to taking the \$146,390 savings proposed by the Executive, County staff recommends taking an additional savings of \$120,754 to be used to restore youth and senior services.

The additional savings will not result in a reduced level of service to residents, since the center has not yet opened. Precedent supports the delaying of County facilities; the opening of the Bethesda Library was delayed for approximately six months due to fiscal constraints.

Council staff would also like to point out that there is a disconnect between funding for the operating budgets of the County's Recreation Department and its Public Libraries and the current planning and construction of new recreation facilities and libraries. Current CIP projects are larger in scope and more expensive than ever before, at a time when the operating budgets of these departments are being dramatically reduced. Because the new facilities are anticipated to have significant operating budget impacts, it is difficult to reconcile the investment in new facilities when the County is hard-pressed to maintain and operate the facilities it currently operates.

Alternate Reduction: Disappropriate \$100,000 in Current Revenue from the Recreation Facility Modernization Project

Council staff recommends taking additional savings by disappropriating \$100,000 in current revenue in the Recreation Facility Modernization CIP project. The project was initially approved in the FY09-14 CIP to develop a comprehensive plan to address the renovation needs of four recreation facilities. Although \$100,000 in current revenue was appropriated in FY09 and FY10 and \$100,000 in G.O. bonds in FY11, only \$319 of these monies has been spent to date. The balance has not been encumbered, and it is unclear when progress will be made on this project. *Council staff recommends that these additional funds be used to restore youth and senior services.*

Alternate Proposal to Partially Restore Youth and Senior Services

The alternative reductions proposed by Council staff will only partially offset the cost of restoring youth and senior services proposed for elimination. Additional reductions will have to be made as necessary to balance the FY12 budget; however, the County will have additional time to develop alternatives between now and then. If services to vulnerable populations must ultimately be reduced, then decisions can be made in the context of evaluating similar services across all County departments through which they are funded (e.g., DHHS, Recreation, DHCA).

If the Committee is reluctant to restore recreation services to vulnerable populations without a completely offsetting amount in the MCRD budget, Council staff recommends restoring the following services, assuming that the Committee takes the alternative reductions totaling \$220,754 proposed by Council staff:

- Restore two Sports Academy programs based on the highest participation rates.
- Restore the following Neighborhood Senior Programs: East County, Ross Boddy, Praisner, Germantown, and Coffield. These programs represent the sites which participate in the DHHS-funded Nutrition Program and the sites with the highest average attendance rates.
- Restore one RecExtra program based on FARMS status and participation rates.

M-NCPPC

Marlene Michaelson

The Planning Board's non-recommended reductions to meet a savings target of \$231,640 are attached on © 35-38. Although the Executive recommended reductions in the both the Parks and Administration

(Planning and Central Administrative Services) Funds, the Planning Board recommends taking the full reduction from the Department of Parks. Staff believes that this is appropriate, given that the Planning Department was more significantly impacted by the FY11 budget reductions. (For example, the Department of Parks did not have to eliminate any filled **career** positions¹ (but did eliminate seasonal workers); the Planning Department eliminated 15 filled career positions through a reduction in force). The Department of Parks is able to achieve this reduction by further freezing 5 vacant positions. As they note in the response, this will have an impact on their ability to meet optimal maintenance standards (see © 37-38); however, Staff believes this decrease in maintenance services is reasonable given the fiscal situation and other cutbacks the Council will be forced to make. A complete list of maintenance standards and the impact of the FY11 budget and likely FY12 budget is attached at © 39-40.

Council Staff recommendation: Support the Planning Board proposal to take the entire reduction of \$231,604 from the Department of Parks by not filling vacant positions.

<u>This packet contains:</u>	<u>circle #</u>
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¹ The Department of Parks did eliminate all seasonal employees, resulting in a decrease of approximately 55 workyears.

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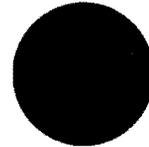
OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

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Isiah Leggett
County Executive

MEMORANDUM

December 2, 2010



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

TO: Nancy Floreen, President
County Council

FROM: Isiah Leggett, County Executive 

SUBJECT: FY11 Savings Plan

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 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

8

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	
Tax Supported				
General Fund				
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%
General Fund Total:	699,121,490	-7,840,280	0	-1.1%
Special Funds				
<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%
Special Funds Total:	312,354,460	-7,604,210	-47,000	-2.4%
MCG Tax Supported Total:	1,011,475,950	-15,444,490	-47,000	-1.5%

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	
Non-Tax Supported				
Special Funds				
<u>Cable Television</u>				
Cable Communications Plan	10,492,160	-104,920	0	-1.0%
Enterprise Fund				
<u>Liquor Control</u>				
Liquor Control	42,520,100	0	288,150	-0.7%
MCG Non-Tax Supported Total:	53,012,260	-104,920	288,150	-0.7%
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%
TOTAL ALL AGENCIES	3,175,036,116	-35,960,000	241,150	-1.1%

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

FY11 SAVINGS PLAN

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
General Fund			
<i>Circuit Court</i>			
<u>Decrease Cost</u>			
S1	Freeze Two Vacant Part-Time Evaluator Positions	-98,130	0
		-98,130	0
	Circuit Court	-98,130	0
<i>Consumer Protection</i>			
<u>Decrease Cost</u>			
S1	Reduce Central Duplicating Services Costs for Printing and Postage	-11,000	0
S2	Reduce Miscellaneous Operating Expenses Costs	-7,790	0
S3	Reduce Dues/Membership Costs	-2,000	0
		-20,790	0
	Consumer Protection	-20,790	0
<i>Correction and Rehabilitation</i>			
<u>Decrease Cost</u>			
S1	Savings due to new Pharmacy Contract	-154,520	0
		-154,520	0
	Correction and Rehabilitation	-154,520	0
<i>County Attorney</i>			
<u>Decrease Cost</u>			
S1	Lapse - Assistant County Attorney I - Public Interest Litigation Division	-45,530	0
		-45,530	0
	County Attorney	-45,530	0
<i>County Council</i>			
<u>Decrease Cost</u>			
S1	County Council	-235,390	0
		-235,390	0
	County Council	-235,390	0
<i>County Executive</i>			
<u>Decrease Cost</u>			
S1	Lapse Deputy Director for Special Projects	-47,670	0
		-47,670	0
	County Executive	-47,670	0
<i>Economic Development</i>			
<u>Decrease Cost</u>			
S1	Reduce Wheaton Innovation Center Lease Payment	-62,850	0
		-62,850	0
	Economic Development	-62,850	0
<i>Emergency Management and Homeland Security</i>			
<u>Decrease Cost</u>			
S1	Reduced number of phones lines	-8,030	0
		-8,030	0

Ref No.	Title	Total \$	Revenue
Emergency Management and Homeland Security			
<u>Reduce</u>			
S2	Reduce printing and paper costs	-5,300	0
		-5,300	0
Emergency Management and Homeland Security		-13,330	0
Environmental Protection			
<u>Decrease Cost</u>			
S1	Other Professional and Non-Professional services	-19,470	0
		-19,470	0
Environmental Protection		-19,470	0
Finance			
<u>Decrease Cost</u>			
S1	Timesheet Data Entry Key punch Contract	-63,650	0
S2	Personnel Cost Savings	-32,320	0
		-95,970	0
Finance		-95,970	0
General Services			
<u>Reduce</u>			
S1	Reduce Frequency of Cleaning and Grounds Maintenance	-1,515,680	0
		-1,515,680	0
General Services		-1,515,680	0
Health and Human Services			
<u>Decrease Cost</u>			
S1	Conservation Corps Contract	-125,000	0
S2	Homeless Outreach Contract	-21,000	0
S11	Other Misc. operating	-500,000	0
S12	Defer Hiring Positions	-221,110	0
		-867,110	0
<u>Reduce</u>			
S4	Energy Rebate Program - stop providing subsidies as of January	-239,750	0
S5	Project Deliver	-100,000	0
S6	Care for Kids	-80,000	0
S10	Contract Reductions	-672,260	0
		-1,092,010	0
Health and Human Services		-1,959,120	0
Housing and Community Affairs			
<u>Decrease Cost</u>			
S1	60530 - Other Professional Services	-13,000	0
S1	Miscellaneous Operating Expenses including Other Professional Services, Travel, Education, and Advertising	-39,020	0
S2	64010 - Metropolitan Area Travel	-4,000	0
S3	64012 - Non-Metropolitan Area Travel	-4,000	0
S4	64120 - Other Education	-5,000	0
S5	64300 - Advertising (Jobs)	-3,000	0
S6	69999 - Other Misc. Operating Expenses	-10,020	0
		-78,040	0
Housing and Community Affairs		-78,040	0
Human Resources			



Ref No.	Title	Total \$	Revenue
Human Resources			
<u>Decrease Cost</u>			
S1	Contractual Services	-60,830	0
		-60,830	0
	Human Resources	-60,830	0
Human Rights			
<u>Decrease Cost</u>			
S1	Fair Housing - Legal / Attorney Services	-10,000	0
S2	Fair Housing - Other Professional Services	-7,380	0
		-17,380	0
	Human Rights	-17,380	0
Inspector General			
<u>Decrease Cost</u>			
S1	Reduce Personnel Cost	-6,590	0
		-6,590	0
	Inspector General	-6,590	0
Legislative Oversight			
<u>Reduce</u>			
S1	Reduce operating expenses	-12,460	0
		-12,460	0
	Legislative Oversight	-12,460	0
Management and Budget			
<u>Decrease Cost</u>			
S1	Lapse CIP Coordinator	-33,190	0
		-33,190	0
	Management and Budget	-33,190	0
NDA - Desktop Modernization			
<u>Reduce</u>			
S1	DCM Services for All DTS Desktop Computers (Approximately 165-175 PC's) for Six Months	-31,810	0
		-31,810	0
	NDA - Desktop Modernization	-31,810	0
NDA - Housing Opportunities Commission			
<u>Decrease Cost</u>			
S1	FY11 Savings Plan	-14,510	0
		-14,510	0
	NDA - Housing Opportunities Commission	-14,510	0
Police			
<u>Decrease Cost</u>			
S2	Various Operating Expenses	-571,670	0
		-571,670	0
<u>Eliminate</u>			
S1	Abolish balance of School Resource Officer (SRO) positions - 9 Police Officer IIIs	-518,650	0
		-518,650	0

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue	
		Police	-1,090,320	0
Public Information				
<u>Decrease Cost</u>				
S1	Decrease advertising for MC311 service	-49,600	0	
		-49,600	0	
	Public Information	-49,600	0	
Public Libraries				
<u>Decrease Cost</u>				
S1	Reduce Operating Expenses for Supplies and Service Contracts	-63,190	0	
		-63,190	0	
	Public Libraries	-63,190	0	
Regional Services Centers				
<u>Decrease Cost</u>				
S1	Lapse Bethesda-Chevy Chase Regional Services Center's vacant Senior Executive Administrative Aide	-27,000	0	
		-27,000	0	
	Regional Services Centers	-27,000	0	
Sheriff				
<u>Decrease Cost</u>				
S1	Reduce Computer Supplies	-11,210	0	
S2	Reduce Uniform Costs	-8,000	0	
S3	Reduce Membership Costs	-10,000	0	
S4	Reduce Local Conferences	-3,000	0	
S5	Reduce Travel Expenses	-10,000	0	
S6	Reduce Chargebacks from Facilities	-6,500	0	
		-48,710	0	
	Sheriff	-48,710	0	
State's Attorney				
<u>Decrease Cost</u>				
S1	Turnover Savings from Retiring Employee	-30,860	0	
		-30,860	0	
	State's Attorney	-30,860	0	
Technology Services				
<u>Decrease Cost</u>				
S1	CRIMS Commercial Off The Shelf (COTS) Software Maintenance	-174,810	0	
S2	Freeze Departmental Training Funds	-88,890	0	
		-263,700	0	
	Technology Services	-263,700	0	
Transportation				
<u>Decrease Cost</u>				
S1	Parking Ticket Processing	-106,790	0	
S2	Uniform Purchasing	-25,710	0	
S3	Reduction in Training and Computer/Office Supplies	-59,200	0	
S4	Pedestrian Safety Outreach	-15,000	0	
S5	Reduce Material Testing	-25,000	0	
S6	Lapse Senior Supply Tech and Engineer III Positions	-128,000	0	
S7	Pedestrian Signal Timing	-50,000	0	

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Transportation			
S8	Traffic Materials	-46,590	0
S9	Traffic Counts Program	-26,000	0
S14	Tree Maintenance	-340,000	0
		-822,290	0
<u>Eliminate</u>			
S10	Loop Detectors	-152,300	0
S11	Eliminate Contractual Residential Resurfacing	-284,010	0
		-436,310	0
<u>Reduce</u>			
S12	Reduce Patching Materials	-200,000	0
S13	Reduce Roadway and Related Maintenance	-324,060	0
		-524,060	0
	Transportation	-1,782,660	0
	General Fund	-7,879,300	0

Fire

Fire and Rescue Service

Decrease Cost

S1	EMS Fee Implementation Costs	-1,216,220	0
S2	LFRD Administrative Staff	-592,000	0
S3	Volunteer Recruiter	-40,000	0
S4	LFRD Travel	-18,000	0
S5	LFRD Education, Tuition, and Training	-33,330	0
S6	LFRD Office Supplies and Equipment	-30,670	0
S7	LFRD Trophies and Awards	-17,330	0
S8	LFRD Furniture	-32,670	0
S9	LFRD Food/Meal Standby Food	-133,330	0
S10	LFRD Misc. Operating Expenses	-214,590	0
S13	Special Pay Differential for Advanced Life Support Providers	-199,670	0
		-2,527,810	0

Reduce

S11	Nine Ambulances (24/7)	-3,240,000	0
S12	Two Ambulances (Day Work)	-320,000	0
		-3,560,000	0
	Fire and Rescue Service	-6,087,810	0

Mass Transit

DOT-Transit Services

Decrease Cost

S1	Reduction of one replacement Ride On bus	-426,000	0
S2	Delay Employer Incentive Program	-400,000	0
S3	Lapse Program Specialist II for 6 months	-32,920	0
S4	Lapse IT Fare box Tech for 6 months	-30,020	0
S5	Lapse Transit Marketing Specialist 6 months	-27,480	0
		-916,420	0
	DOT-Transit Services	-916,420	0

Recreation

Recreation

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Recreation			
<u>Eliminate</u>			
S3	Eliminate all Neighborhood Senior Programs	-114,900	0
		-114,900	0
<u>Reduce</u>			
S1	Close 4 of 6 Sports Academies	-245,090	0
S2	Close 8 of 15 RecExtra Programs	-93,600	0
S4	Delay opening of Mid County Community Center	-146,390	-47,000
		-485,080	-47,000
	Recreation	-599,980	-47,000
	MCG Tax Supported:	-15,483,510	-47,000
	Net Savings	-15,436,510	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

Ref No.	Title	Total \$	Revenue
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Cable Television

Cable Communications Plan

Decrease Cost

S1	Lapse of Three Filled Inspector Positions	-33,120	0
S2	Lapse of Filled Videographer Position	-15,490	0
S3	Lapse of Filled Editor Position	-9,300	0
S4	Lapse of Vacant Info tech Position until January 1st	-47,010	0
		-104,920	0
	Cable Communications Plan	-104,920	0

Liquor Control

Liquor Control

Enhance

S1	Inventory management and control	0	288,150
		0	288,150
	Liquor Control	0	288,150

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

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

FY11 Savings Plan

MCPS Tax Supported

Ref No.	Title	Total \$	Revenue
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MCPS Current Fund

MCPS

Decrease Cost

S1	FY11 Savings Plan	-19,198,430	0
		-19,198,430	0
	MCPS	-19,198,430	0

	MCPS Tax Supported:	-19,198,430	0
	Net Savings	-19,198,430	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

	MCPS Grand Total:	-19,198,430	0
	MCPS FY11 Net Savings	-19,198,430	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

FY11 Savings Plan

MC Tax Supported

Ref No.	Title	Total \$	Revenue
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MC Current Fund

Montgomery College

Decrease Cost

S1	FY11 Savings Plan	-980,520	0
		-980,520	0
	Montgomery College	-980,520	0

	MC Tax Supported:	-980,520	0
	Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

	MC Grand Total:	-980,520	0
	MC FY11 Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

FY11 Savings Plan

M-NCPPC Tax Supported

Ref No.	Title	Total \$	Revenue
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M-NCPPC Administration

M-NCPPC

Decrease Cost

S1	M-NCPPC FY11 Savings Plan	-59,010	0
		-59,010	0
	M-NCPPC	-59,010	0

M-NCPPC Park (w/out Debt Serv.)

M-NCPPC

Decrease Cost

S1	M-NCPPC FY11 Savings Plan	-172,630	0
		-172,630	0
	M-NCPPC	-172,630	0

	M-NCPPC Tax Supported:	-231,640	0
	Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	

	M-NCPPC Grand Total:	-231,640	0
	M-NCPPC FY11 Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	

WORKFORCE CHANGES

FY11 Savings Plan

Tax Supported

Bargaining Unit

	WY	FT	PT	Filled	Vacant	MCGEO	IAFF	FOP	Nonrep	MLS	TBD
<u>Position Reductions</u>											
Fire and Rescue Service	-56.2	-109	-3	-109	-3	0	-89	0	-22	-1	0
Police	-4.5	-9	0	-9	0	0	0	-9	0	0	0
Recreation	-1.0	-2	0	-2	0	-2	0	0	0	0	0
Position Reductions	-61.7	-120	-3	-120	-3	-2	-89	-9	-22	-1	0
<u>Position Additions</u>											
Fire and Rescue Service	1.7	5	0	0	5	5	0	0	0	0	0
Position Additions	1.7	5	0	0	5	5	0	0	0	0	0
<u>Technical Changes</u>											
County Council	-2.0	0	0								
Fire and Rescue Service	-0.2	0	0								
Recreation	-13.8	0	0								
Technical Changes	-16.0	0	0								
Tax Supported Total Net Change	-76.0	-115	-3	-120	2	3	-89	-9	-22	-1	0
MCG Total Net Change											
	-76.0	-115	-3	-120	2	3	-89	-9	-22	-1	0

FY11 SAVINGS PLAN

Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
General Fund			
Circuit Court			
S1	DECREASE COST: FREEZE TWO VACANT PART-TIME EVALUATOR POSITIONS	-98,130	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	In response to the County's directive to reduce the Circuit Court's FY11 budget, the least harmful option is to continue to freeze two vacant part-time Court Evaluator positions. This action will, however, have a detrimental impact on the Court's ability to efficiently process family cases and, in particular, to obtain the best resolutions in child custody and access cases. Fewer cases will receive the benefits of the evaluators' assessments. The timeliness with which these cases are processed is also likely to be affected: fewer evaluators means that more cases will be at risk of languishing in the system, which is costly, counterproductive, and can be damaging to the children and families involved. Other core Court functions, such as custody/access mediation and the Court's co-partnering program, may also be affected.		
	Circuit Court Total:	-98,130	0
Consumer Protection			
S1	DECREASE COST: REDUCE CENTRAL DUPLICATING SERVICES COSTS FOR PRINTING AND POSTAGE	-11,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	OCP has been successful in its attempts to automate distribution of educational materials, forms, and correspondence and using our webpage for advertising and communicating with County residents. In addition, we can postpone some events to eliminate distribution concerns without significant impact to OCP's programs.		
S2	DECREASE COST: REDUCE MISCELLANEOUS OPERATING EXPENSES COSTS	-7,790	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	Procurement freeze to meet fiscal challenges. OCP will only purchase items that are critical to its operation.		
S3	DECREASE COST: REDUCE DUES/MEMBERSHIP COSTS	-2,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	OCP will postpone the purchase of reference materials and periodicals and review memberships with no significant impact to OCP's programs.		
	Consumer Protection Total:	-20,790	0
Correction and Rehabilitation			
S1	DECREASE COST: SAVINGS DUE TO NEW PHARMACY CONTRACT	-154,520	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u>		
	DOCR's pharmacy contract costs are lower than budgeted.		
	Correction and Rehabilitation Total:	-154,520	0
County Attorney			

Ref No.	Title	\$	Revenue
County Attorney			
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.		
County Attorney Total:		-45,530	0
County Council			
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		
County Council Total:		-235,390	0
County Executive			
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.		
County Executive Total:		-47,670	0
Economic Development			
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.		
Economic Development Total:		-62,850	0
Emergency Management and Homeland Security			
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
Emergency Management and Homeland Security Total:		-13,330	0
Environmental Protection			
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.		
Environmental Protection Total:		-19,470	0
Finance			
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.		
Finance Total:		-95,970	0
General Services			
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.		
General Services Total:		-1,515,680	0
Health and Human Services			
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.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S4	REDUCE: ENERGY REBATE PROGRAM - STOP PROVIDING SUBSIDIES AS OF JANUARY	-239,750	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This reduction would eliminate benefits to 4,780 low-income households who need help with their home heating costs. Utility costs have risen steadily over the past several years and this benefit is a key supplement to help households afford their utility bills. Elimination of this benefit will increase the number of households experiencing utility disconnections which can create a safety issue and would ultimately lead to homelessness.		
S5	REDUCE: PROJECT DELIVER	-100,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> An FY11 reduction of \$100,000 to Project Deliver Program will have no adverse impact since deliveries billed through the Project Deliver Program have decreased.		
S6	REDUCE: CARE FOR KIDS	-80,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> There will be tangential service impacts as the reduction is targeted for administrative services.		
S10	REDUCE: CONTRACT REDUCTIONS	-672,260	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Do not implement the restoration of the 2% contract reduction.		
S11	DECREASE COST: OTHER MISC. OPERATING	-500,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The department will have savings in operating expenses due to the procurement freeze.		
S12	DECREASE COST: DEFER HIRING POSITIONS	-221,110	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Various impacts throughout the department		
Health and Human Services Total:		-1,959,120	0
Housing and Community Affairs			
S1	DECREASE COST: 60530 - OTHER PROFESSIONAL SERVICES	-13,000	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.		
S1	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES INCLUDING OTHER PROFESSIONAL SERVICES, TRAVEL, EDUCATION, AND ADVERTISING	-39,020	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The main impact of these reductions will be the resulting greater workload on existing staff and less availability for training.		

Ref No.	Title	\$	Revenue
Housing and Community Affairs			
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.		
Housing and Community Affairs Total:		-78,040	0
Human Resources			
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.		
Human Resources Total:		-60,830	0
Human Rights			
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
Human Rights			
<i>OMB Recommendation:</i>			
<i>Impact:</i> Reduce Fair Housing other professional services.			
		Human Rights Total:	-17,380 0
Inspector General			
S1	DECREASE COST: REDUCE PERSONNEL COST	-6,590	0
<i>OMB Recommendation:</i>			
<i>Impact:</i>			
		Inspector General Total:	-6,590 0
Legislative Oversight			
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.			
		Legislative Oversight Total:	-12,460 0
Management and Budget			
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.			
		Management and Budget Total:	-33,190 0
NDA - Desktop Modernization			
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.			
		NDA - Desktop Modernization Total:	-31,810 0
NDA - Housing Opportunities Commission			
S1	DECREASE COST: FY11 SAVINGS PLAN	-14,510	0
<i>OMB Recommendation:</i>			
<i>Impact:</i>			

Ref No.	Title	\$	Revenue
NDA - Housing Opportunities Commission			
	HOC will make specific reduction proposals at a later date.		
	NDA - Housing Opportunities Commission Total:	-14,510	0
Police			
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.		
	Police Total:	-1,090,320	0
Public Information			
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.		
	Public Information Total:	-49,600	0
Public Libraries			
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.		
	Public Libraries Total:	-63,190	0
Regional Services Centers			
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>		
	Regional Services Centers Total:	-27,000	0
Sheriff			
S1	DECREASE COST: REDUCE COMPUTER SUPPLIES	-11,210	0
	<u>OMB Recommendation:</u>		

Ref No.	Title	\$	Revenue
Sheriff			
	<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		
Sheriff Total:		-48,710	0
State's Attorney			
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.		
State's Attorney Total:		-30,860	0
Technology Services			
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>		

Ref No.	Title	\$	Revenue
Technology Services			
	<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.		
	Technology Services Total:	-263,700	0
Transportation			
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
Transportation			
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This is a 50% reduction in the effort to adjust pedestrian signals timing to 3.5 feet/second.		
S8	DECREASE COST: TRAFFIC MATERIALS	-46,590	0
	<u>OMB Recommendation:</u> Cuts about 5% of traffic materials budget.		
	<u>Impact:</u> This is a 5% reduction in signing and traffic signal materials resulting in some delays in replacing non-critical signs, paint, signals, etc.		
S9	DECREASE COST: TRAFFIC COUNTS PROGRAM	-26,000	0
	<u>OMB Recommendation:</u> Cuts 50% of program.		
	<u>Impact:</u> This represents a 50% reduction in traffic counts which will impact response to traffic study requests.		
S10	ELIMINATE: LOOP DETECTORS	-152,300	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This will eliminate all funding to replace loop detectors in FY11 and result in increased traffic congestion at some intersections in which the loop detector fails and is not replaced.		
S11	ELIMINATE: ELIMINATE CONTRACTUAL RESIDENTIAL RESURFACING	-284,010	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This will eliminate the Residential Resurfacing Program in the Operating Budget for FY11. This equates to approximately 15 lane miles of roadways that will not be resurfaced. This program utilizes Slurry Seal and other such surface treatments as a routine /preventative maintenance approach to pavement management to extend pavement life and preserve pavements that are generally in good condition. Elimination of this routine maintenance program will result in more costly repairs in future years.		
S12	REDUCE: REDUCE PATCHING MATERIALS	-200,000	0
	<u>OMB Recommendation:</u> About 17% reduction in materials.		
	This reduction of \$200,000 from \$1.26 million to \$1.06 million represents a reduction of 16%. This will result in higher costs due to significant repairs needed in the future due to reduced preventive maintenance.		
	<u>Impact:</u> This reduction of \$200,000 from \$1.26 million to \$1.06 million represents a reduction of 16%. This will result in higher costs due to significant repairs needed in the future due to reduced preventive maintenance.		
S13	REDUCE: REDUCE ROADWAY AND RELATED MAINTENANCE	-324,060	0
	<u>OMB Recommendation:</u> Cuts about 38% of materials contracts for storm drains, shoulders, ect.		
	<u>Impact:</u> This 38% reduction of \$324,060 to this program will likely create a backlog of repairs and will lead to increased costs as a result of deferring maintenance of shoulders, storm drains, curbs and gutters, and sidewalks.		
S14	DECREASE COST: TREE MAINTENANCE	-340,000	0
	<u>OMB Recommendation:</u> Reduces contractual work by 22%.		

Ref No.	Title	\$	Revenue
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Transportation

Impact:

A 22% reduction of \$340,000 will result in 323 tree removals being deferred to out-years. The tree removal backlog is currently 13 months and growing. There are currently 1,050 tree removals in the queue.

Transportation Total:	-1,782,660	0
General Fund Total:	-7,879,300	0

Fire

Fire and Rescue Service

S1	DECREASE COST: EMS FEE IMPLEMENTATION COSTS	-1,216,220	0
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OMB Recommendation:

Impact:

Includes third party billing services, community outreach, training, a Manager of Billing Services, and an Information Technology Specialist.

S2	DECREASE COST: LFRD ADMINISTRATIVE STAFF	-592,000	0
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OMB Recommendation:

Impact:

This would discontinue funding 20 LFRD civilian employees. The workload would be offset with five County administrative positions.

S3	DECREASE COST: VOLUNTEER RECRUITER	-40,000	0
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OMB Recommendation:

Impact:

A civilian position in the Division of Volunteer Services.

S4	DECREASE COST: LFRD TRAVEL	-18,000	0
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OMB Recommendation:

This reduction would leave a budget of \$9,020 for the remaining eight months in FY11.

Impact:

The FY11 budget for LFRD travel is \$27,020.

S5	DECREASE COST: LFRD EDUCATION, TUITION, AND TRAINING	-33,330	0
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OMB Recommendation:

This reduction would leave a budget of \$43,390 for the remaining eight months in FY11.

Impact:

The FY11 budget for LFRD education, tuition, and training is \$76,720.

S6	DECREASE COST: LFRD OFFICE SUPPLIES AND EQUIPMENT	-30,670	0
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OMB Recommendation:

This reduction would leave a budget of \$61,390 for the remaining eight months in FY11.

Impact:

The FY11 budget for LFRD office supplies and equipment is \$92,060.

S7	DECREASE COST: LFRD TROPHIES AND AWARDS	-17,330	0
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OMB Recommendation:

This reduction would leave a budget of \$8,870 for the remaining eight months in FY11.

Impact:

The FY11 budget for LFRD trophies and awards is \$26,200.

Ref No.	Title	\$	Revenue
Fire and Rescue Service			
S8	DECREASE COST: LFRD FURNITURE	-32,670	0
	<u>OMB Recommendation:</u> This reduction would leave a budget of \$16,450 for the remaining eight months in FY11.		
	<u>Impact:</u> The FY11 budget for LFRD furniture is \$49,120.		
S9	DECREASE COST: LFRD FOOD/MEAL STANDBY FOOD	-133,330	0
	<u>OMB Recommendation:</u> This reduction would leave a budget of \$113,950 for the remaining eight months in FY11.		
	<u>Impact:</u> The FY11 budget for LFRD food/meal standby food is \$247,280.		
S10	DECREASE COST: LFRD MISC. OPERATING EXPENSES	-214,590	0
	<u>OMB Recommendation:</u> This reduction would leave a budget of \$429,210 in "Other Non Professional Services" and "Miscellaneous Operating Expenses" for the remaining eight months in FY11.		
	<u>Impact:</u> The FY11 budget for LFRD other non-professional services and miscellaneous operating expenses is \$643,800.		
S11	REDUCE: NINE AMBULANCES (24/7)	-3,240,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The reduction in the EMS units would normally result in layoffs of Firefighter Rescuers. However, in order to protect public safety and reduce potential liability associated with the SAFER grant, the Fire Chief will manage the firefighter staffing reduction through attrition in the department. This management procedure will permit the retention of these trained and certified operational firefighter rescuers.		
S12	REDUCE: TWO AMBULANCES (DAY WORK)	-320,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The reduction in the EMS units would normally result in layoffs of Firefighter Rescuers. However, in order to protect public safety and reduce potential liability associated with the SAFER grant, the Fire Chief will manage the firefighter staffing reduction through attrition in the department. This management procedure will permit the retention of these trained and certified operational firefighter rescuers.		
S13	DECREASE COST: SPECIAL PAY DIFFERENTIAL FOR ADVANCED LIFE SUPPORT PROVIDERS	-199,670	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The special pay differential for Advanced Life Support providers was rejected by the County Council.		
	Fire Total:	-6,087,810	0

Mass Transit

DOT-Transit Services

S1	DECREASE COST: REDUCTION OF ONE REPLACEMENT RIDE ON BUS	-426,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> Purchase one fewer replacement bus in FY11. An older bus in the fleet will need to operate longer.		

Ref No.	Title	\$	Revenue
DOT-Transit Services			
S2	DECREASE COST: DELAY EMPLOYER INCENTIVE PROGRAM	-400,000	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This was a pilot program designed to encourage employers to offer a transit pass to all their employees. The result of this cut will be to dealy that effort.		
S3	DECREASE COST: LAPSE PROGRAM SPECIALIST II FOR 6 MONTHS	-32,920	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This position is currently vacant and will remain vacant for the remainder of the fiscal year.		
S4	DECREASE COST: LAPSE IT FARE BOX TECH FOR 6 MONTHS	-30,020	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This position is vacant and will remain vacant for the remainder of the fiscal year.		
S5	DECREASE COST: LAPSE TRANSIT MARKETING SPECIALIST 6 MONTHS	-27,480	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> This position is currently vacant and will remain vacant for the remainder of the fiscal year.		
	Mass Transit Total:	-916,420	0

Recreation

Recreation

S1	REDUCE: CLOSE 4 OF 6 SPORTS ACADEMIES	-245,090	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The Sports Academies programs serve at-risk teenage youth at seven High Schools across the County. The programs are designed to provide a safe, engaging, and supportive environment during the critical hours immediately after school when youth are at the most risk of engaging in risky behavior. In FY' 2010, juvenile crime went down as much as 9% in communities served by Sports Academies. The program also is one of the few that do not require a minimum GPA to participate.		
S2	REDUCE: CLOSE 8 OF 15 RECEXTRA PROGRAMS	-93,600	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The RecExtra program serves at risk youth at 15 Middle Schools across the County. The program is designed to provide youth with a safe, engaging, and supportive environment during the critical hours immediately after school when youth are at the most risk of engaging in risky behavior. The program also serves to enhance the after school programming at these schools by leveraging resources and paying for an after school activity coordinator.		
S3	ELIMINATE: ELIMINATE ALL NEIGHBORHOOD SENIOR PROGRAMS	-114,900	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> The elimination of The Neighborhood Senior Programs ends service at 11 program locations. Currently over 800 residents are registered. These programs meet 1 -2 times per week and provide programs and activities such as exercise and fitness, health/wellness screening and education, special interest programs and entertainment. In addition they also bring valuable information resources to Seniors through partnerships with HHS, County hospitals, and other service providers on topics as varied as taxes, travel, legal issues, insurance, etc. Participants could access the 4 remaining Senior Centers if transportation is		

Ref No.	Title		\$	Revenue
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Recreation

available. Three of the eleven Neighborhood Senior programs also participate in the HHS grant funded Nutrition Program. The HHS grant total for this program is \$64,010.

S4	REDUCE: DELAY OPENING OF MID COUNTY COMMUNITY CENTER		-146,390	-47,000
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OMB Recommendation:

Impact:

Closing the center, scheduled to open January 1st, 2011 will impact a central portion of the County between Sandy Spring/Norwood, Good Hope, Kemp Mill, and Rockville including a minimum of 30,000 residents. The center has been under construction for approximately 20 months. Typically, Centers provide senior day time programs, youth after school programs and evening classes along with community meeting space and social functions in addition to weight & exercise room and gymnasium activities as well as summer camps and playgrounds for all. These services will continue to be provided in other communities. Revenue impact of \$47,000.

Recreation Total: -599,980 -47,000

MCG Tax Supported:	-15,483,510	-47,000
Net Savings	-15,436,510	
<i>(Total Exp. Savings & Revenue Changes)</i>		

Ref No.	Title	\$	Revenue
Cable Television			
Cable Communications Plan			
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.		
Cable Television Total:		-104,920	0

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.		
Liquor Control Total:		0	288,150

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

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

Ref No.	Title	\$	Revenue
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MCPS Current Fund

MCPS

S1	DECREASE COST: FY11 SAVINGS PLAN	-19,198,430	0
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OMB Recommendation:

Impact:

MCPS will make specific reduction proposals at a later date.

MCPS Current Fund Total:	-19,198,430	0
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MCPS Tax Supported:	-19,198,430	0
Net Savings	-19,198,430	
<i>(Total Exp. Savings & Revenue Changes)</i>		

MCPS Grand Total:	-19,198,430	0
MCPS FY11 Net Savings	-19,198,430	
<i>(Total Exp. Savings & Revenue Changes)</i>		

Ref No.	Title	\$	Revenue
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MC Current Fund
Montgomery College

S1	DECREASE COST: FY11 SAVINGS PLAN	-980,520	0
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OMB Recommendation:

Impact:

Montgomery College will make specific reduction proposals at a later date.

MC Current Fund Total:	-980,520	0
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MC Tax Supported:	-980,520	0
Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

MC Grand Total:	-980,520	0
MC FY11 Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

Ref No.	Title	\$	Revenue
M-NCPPC Administration			
M-NCPPC			
S1	DECREASE COST: M-NCPPC FY11 SAVINGS PLAN	-59,010	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> MNCPPC will make specific reduction proposals at a later date.		
	M-NCPPC Administration Total:	-59,010	0
M-NCPPC Park (w/out Debt Serv.)			
M-NCPPC			
S1	DECREASE COST: M-NCPPC FY11 SAVINGS PLAN	-172,630	0
	<u>OMB Recommendation:</u>		
	<u>Impact:</u> MNCPPC will make specific reduction proposals at a later date.		
	M-NCPPC Park (w/out Debt Serv.) Total:	-172,630	0
	M-NCPPC Tax Supported:	-231,640	0
	Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	
	M-NCPPC Grand Total:	-231,640	0
	M-NCPPC FY11 Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	

Bud, Fin + Econ
Dev.

LAM
CC
SF
RL

10400 Detrick Avenue
Kensington, Maryland 20895-2484
(240) 773-9000



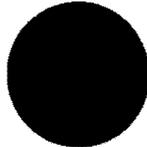
HOUSING OPPORTUNITIES COMMISSION

OF MONTGOMERY COUNTY, MD

December 2, 2010

The Honorable Nancy Floreen
President, Montgomery County Council
100 Maryland Avenue
Sixth Floor
Rockville, Maryland 20850

059738



2010 DEC -6 AM 9:15

RECEIVED
MONTGOMERY COUNTY
COUNCIL

Dear Ms. Floreen:

In response to the County Executive's FY'11 County Savings Plan, the Commission approved the submission of the proposed reduction at its meeting on December 1, 2010. We understand that the County faces a difficult fiscal situation and that all elements of the County's public sector will need to cooperate for the overall wellbeing of our citizens.

At the same time, HOC would like to suggest that, as you consider cuts to be made now and in the FY'12 budget, you protect the services that our most vulnerable residents receive. I know that you appreciate that our residents and clients already need more services than we can provide. Simultaneous reductions in the service delivery capabilities of the Department of Health and Human Services could well have a deleterious effect on the same group of people.

HOC's original Maximum Allowable Request Ceiling (MARC) for FY'11 was \$5,804,040. The 0.25 percent savings target for HOC for the FY'11 savings plan is \$14,510. Following is a brief description of the proposed reduction:

- **Recognize \$14,510 in salary and benefit lapse** – In order to minimize the 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 \$14,510 savings.

We thank you for your ongoing support for the work that HOC does on behalf of the County's most vulnerable citizens.

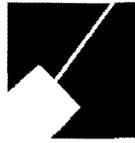
Sincerely,

Annie B. Aston
Executive Director

cc: Isiah Leggett, County Executive
Joseph F. Beach, Director, Office of Management & Budget
Linda McMillan, Senior Legislative Analyst



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MONTGOMERY COUNTY PLANNING BOARD
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

OFFICE OF THE CHAIRMAN

MEMORANDUM

December 7, 2010

To: Valerie Ervin, President
Montgomery County Council
100 Maryland Avenue
Rockville, Maryland 20850

From: Françoise M. Carrier, Chair *FMC*
Montgomery County Planning Board

The Montgomery County Planning Board is committed to participating in the County's FY11 savings plan as a cooperative partner. The Board has carefully reviewed the current fiscal status of its tax-supported budgets to determine how we can accomplish the targeted \$231,640 million savings from our FY11 budget while trying to limit the savings plan's unavoidable impact on services delivered.

The attached memorandum from Mary Bradford, Director of Parks, outlines The Maryland-National Capital Park and Planning Commission's proposal for achieving the requested savings plus the impacts of those reductions. The plan was presented to and approved by the Planning Board last evening.

The Planning Board desires to fulfill its obligation as a cooperative agency during the County's fiscal crisis and will continue to work with the Council to the best of its ability.

cc: Marlene Michaelson

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MONTGOMERY COUNTY DEPARTMENT OF PARKS
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB Date: 12/6/2010
Agenda Item # 1

MEMORANDUM

DATE: December 6, 2010
TO: Montgomery County Park Commission
FROM: Mary R. Bradford, Director of Parks *M Bradford*
SUBJECT: FY 11 Department of Parks Savings Plan

Recommendation

Approve the transmittal of the FY 11 Operating Budget Savings Plan of \$231,640 to the County Executive and County Council.

Introduction

The County Executive has directed all County agencies to identify current year savings totaling \$16 million to generate resources to fund FY 12. The Commission has been requested to participate in the savings plan by reducing FY 11 expenditures by \$231,640. The Department of Parks has been asked to identify savings on behalf of the Commission. Achieving a savings of \$231,640 would be 0.34% of the total Park Fund budget. The PHED Committee is currently scheduled to review the Savings Plan on December 13th at 3:00 p.m.

Savings Plan

The FY 11 Park Fund budget was adopted at \$13.7 million dollars, or 16.5% less than what we requested. In order to meet these severe reductions, the Department took several cost-cutting steps to avoid a Reduction in Force, including accepting 43 individuals into the Retirement Incentive Program. Later the Department of Parks dissolved 2 divisions and abolished 63 positions, almost 10% of our workforce, in an effort to achieve long-term savings during these difficult financial times in the County.

Recognizing that the County fiscal situation remains unstable and there would likely be a FY 11 savings plan, the Department has been very conscientious in filling only critical vacancies. When a Park Fund position is vacated, we examine ways to hold the vacancy open to achieve savings and/or examine alternative ways to fill the position, i.e. term contracts, volunteers, etc. In order to achieve the requested savings of \$231,640, this is the equivalent of holding over 5 workyears vacant for the second half of FY 11.

The Department of Parks understands the need for the Commission to meet the FY 11 savings target requested by the County, and we were asked to step up and absorb the full \$231,640 current year reductions on behalf on our sister departments in Planning and CAS. Through careful cost-cutting and savings measures, we will take this reduction in this round of cuts. It is not without pain, however – the sacrifices we have made to be able to meet the target reduction were intended to protect our operations against anticipated future expenditures, to pay for costs we know will be upon us in the spring and in FY 12. We urge the Park Commission to shield us if there is a next round of FY 11 reductions or we will have neither the capacity nor the incentive for our managers to save for future needs.

It is important to note, it is still early in the fiscal year. The uncertainty of storms and other emergencies can have a major impact on the parks budget and the work program. The Park Fund budget is not entirely a fixed cost budget like some of the other departments. There is an assortment of variables that impact a facility based budget. For example: In FY 11, maintenance overtime was reduced from \$270,000 in FY 10 to \$82,000 in FY 11, half of which is already spent. In FY 10 the Department incurred overtime costs of \$760,000 which was \$490,000 over budget. These over-expenditures were directly related to the heavy winter storms. Given the reductions in the overtime budget for FY 11, if we should have a large amount of weather related emergencies, it will be very difficult to cover costs.

Impact of Reductions

In order to achieve this savings, we will have to delay filling an equivalent of 5 work years for the remainder of FY11. We will target administrative positions where possible, but there will undoubtedly be impact in operational and maintenance areas. We are already operating at well below maintenance standards in most park programs, and we will fall further behind in areas including athletic field maintenance, landscape maintenance, trail maintenance, court maintenance, trash pick-up, and litter control. Our time to respond to service requests for repairs will increase further and the backlog of deferred maintenance will grow.

The following table shows selected maintenance standards and how we were doing before the savings plan. The FY 11 frequencies will clearly be impacted downward as we delay filling vacant positions.

STATEMENT OF STANDARD/ Maintenance Activity	Park Type	Optimal Frequency Standard	FY10	FY11
ATHLETIC FIELDS All athletic fields shall be safe and maintained to support the level of play identified for public use, the amenities developed to support the activity, and the age of the users and/or the level of play.				
Athletic Fields: Infield Maintenance Dragging and leveling infield, maintenance of plates, bases and pitcher's mound where appropriate.	Regional / Recreational	Daily	Daily	4 X per week
	Local Parks	Weekly	Weekly	Monthly
Athletic Fields: Lining Infield Lining of infield where appropriate.	Regional / Recreational	Daily	Daily	4 X per week
	Local Parks	Weekly	Weekly	4 X per year

STATEMENT OF STANDARD/ Maintenance Activity	Park Type	Optimal Frequency Standard	FY10	FY11
LANDSCAPE MAINTENANCE				
Flower beds and park entrance areas which form landscaped areas will be kept attractive, weed-free, trash-free and insect-free, and aesthetically pleasing				
Landscape Maintenance: Mowing, trimming, pruning and mulching and replacement of plant material. Seasonal rotation of plants. IPM scouting for disease and insect damage. Tree planting. Pesticide application as necessary.	Urban Parks	52 X per year	26 X per year	4 X per year
	Local Parks	12 X per year	4 X per year	2 X per year
TRAILS				
All hard and natural surface trails shall be routinely maintained in order to be safe to use, clear of debris, clearly marked and graded for public use, easily accessible for a wide range of trail users within the park system.				
Natural Surface Trails: Inspection and Maintenance Visually inspect trail surface and adjacent areas for hazards, excessive wear and tear, vandalism, washouts, etc and repair as appropriate.	All Park Areas	12 X per year	3 X per year	1 - 2 X per year
Hard Surface Trails: Inspection and Maintenance Visually inspect trail surface and adjacent areas for hazards, excessive wear and tear, vandalism, etc and repair as appropriate.	All Park Areas	52 X per year	12 X per year	4 X per year
COURTS				
To include tennis, basketball, volleyball, and multi-use courts.				
Courts Inspection: Inspect court surface for hazards, proper lining. Inspect hardware, including nets, standards, backboards, cranks, etc. for hazards, wear and tear, or vandalism. Inspect fencing for hazards, wear and tear, or vandalism. Request appropriate repairs or replacements as dictated by the result of the inspection.	Regional, Recreational, Local and Neighborhood Parks	12 X per year	12 X per year	4 X per year
TRASH REMOVAL				
The removal of trash within the park system shall support the need to keep all parks clean and trash free. The level of trash removal maintenance shall support the level of public use and accessibility assigned to each park type.				
Trash Removal: Empty all trash cans within park into trash pucker and pick up ground litter within 10 feet of cans and as otherwise seen.	In Season			
	Regional / Recreational	Daily	Daily	4 X per week
	Neighborhood, Local, and Stream Valley Parks	4 X per week	4 X per week	3 X per week
	Parkways	Daily	Daily	3 X per week
	Off Season			
	Regional / Recreational	3 X per week	3 X per week	2 X per week
	Neighborhood, Local and Stream Valley Parks	2 X per week	2 X per week	1 X per week
Parkways	4 X per week	3 X per week	1 X per week	

Summary

We ask the Parks Commission to approve the transmittal of the FY 11 Savings Plan to the County Executive and County Council.

MAINTENANCE STANDARDS – MONTGOMERY PARKS

STATEMENT OF STANDARD/ Maintenance Activity	Park Type	Optimal Frequency Standard	Actual FY10	FY11 Estimated	FY12 Proposed
TURF					
Maintenance of turf within the park system shall be routinely mowed, trimmed, seeded, sodded and/or replaced based upon the needs of the level of maintenance for the park and the season of the year. All turf areas within the park system shall be aesthetically pleasing and appropriate for each park setting.					
Turf Maintenance: Fertilizing, over seeding and aeration Using mechanical means, aerate, fertilize and over seed (as needed) all turf areas including athletic fields and adjacent areas	Regional / Recreational	3 X per year	2 X per year	1 X per year	1 X per year
	Local Parks	2 X per year	1 X per year	0	Once every 2 years
Turf Maintenance: Mowing Maintain the turf in a horticulturally sound manner keeping the height of grass between 3-5.5 inches (local parks) and 3-5 inches (regional/recreational parks).	Local Parks	28 cuts per season	28 cuts per season	21 cuts per season	21 cuts per season
	Regional / Recreational	34 cuts per season	34 cuts per season	25 cuts per season	25 cuts per season
ATHLETIC FIELDS					
All athletic fields shall be safe and maintained to support the level of play identified for public use, the amenities developed to support the activity, and the age of the users and/or the level of play.					
Athletic Fields: Infield Maintenance Dragging and leveling infield, maintenance of plates, bases and pitcher's mound where appropriate.	Regional / Recreational	Daily	Daily	4 X per week	4 X per week
	Local Parks	Weekly	Weekly	Monthly	Monthly
Athletic Fields: Lining Infield Lining of infield where appropriate.	Regional / Recreational	Daily	Daily	4 X per week	4 X per week
	Local Parks	Weekly	Weekly	4 X per season	4 X per season
Athletic Fields: Mowing Regional/Recreational Parks Maintain the turf in a horticulturally sound manner keeping the height of grass between 2.5-4.0 inches. Twice a week mowing (Apr. – Nov.)	Regional / Recreational	62 cuts per season	62 cuts per season	45 cuts per season	45 cuts per season
PLAYGROUNDS					
All playgrounds shall be inspected, maintained, repaired and/or replaced in order to be safe and comply with national safety guidelines. The frequency level of maintenance shall also support the level of public use of each playground within the park system.					
Playground Inspection: Inspect playground facilities to insure compliance with Consumer Product Safety Council guidelines, to include inspection for head entrapment potential, checking of wood, protrusion of bolts or other sharp objects, proper depth of surfacing and overall condition of equipment. Request repairs or replace as appropriate based on results of inspection.	Regional, Recreational, Local, Neighborhood and Stream Valley Parks	12 X per year	12 X per year	12 X per year	12 X per year



STATEMENT OF STANDARD/ Maintenance Activity	Park Type	Optimal Frequency Standard	Actual FY10	FY11 Estimated	FY12 Proposed
LANDSCAPE MAINTENANCE					
Flower beds and park entrance areas which form landscaped areas will be kept attractive, weed-free, trash-free and insect-free, and aesthetically pleasing					
Landscape Maintenance:					
Mowing, trimming, pruning and mulching and replacement of plant material. Seasonal rotation of plants. IPM scouting for disease and insect damage. Tree planting. Pesticide application as necessary.	Urban Parks	52 X per year	26 X per year	4 X per year	4 X per year
	Local Parks	12 X per year	4 X per year	2 X per year	2 X per year
TRAILS					
All hard and natural surface trails shall be routinely maintained in order to be safe to use, clear of debris, clearly marked and graded for public use, easily accessible for a wide range of trail users within the park system.					
Natural Surface Trails: Inspection and Maintenance					
Visually inspect trail surface and adjacent areas for hazards, excessive wear and tear, vandalism, washouts, etc and repair as appropriate.	All Park Areas	12 X per year	3 X per year	1 - 2 X per year	1 - 2 X per year
Hard Surface Trails: Inspection and Maintenance					
Visually inspect trail surface and adjacent areas for hazards, excessive wear and tear, vandalism, etc and repair as appropriate.	All Park Areas	52 X per year	12 X per year	4 X per year	4 X per year
PARK ROADS and PARKING LOTS					
Park Roads and Parking Lots					
Inspect for damage, erosion, drain systems, signage and striping.	All Park Areas	12 X per year	12 X per year	1 X per year	1 X per year
COURTS					
To include tennis, basketball, volleyball, and multi-use courts.					
Courts Inspection:					
Inspect court surface for hazards, proper lining. Inspect hardware, including nets, standards, backboards, cranks, etc. for hazards, wear and tear, or vandalism. Inspect fencing for hazards, wear and tear, or vandalism. Request appropriate repairs or replacements as dictated by the result of the inspection.	Regional, Recreational, Local and Neighborhood Parks	12 X per year	12 X per year	4 X per year	4 X per year
TRASH REMOVAL					
The removal of trash within the park system shall support the need to keep all parks clean and trash free. The level of trash removal maintenance shall support the level of public use and accessibility assigned to each park type.					
Trash Removal:	In Season				
Empty all trash cans within park into trash packer and pick up ground litter within 10 feet of cans and as otherwise seen.	Regional / Recreational	Daily	Daily	4 X per week	4 X per week
	Neighborhood, Local, and Stream Valley Parks	4 X per week	4 X per week	3 X per week	3 X per week
	Parkways	Daily	Daily	3 X per week	3 X per week
	Off Season				
	Regional / Recreational	3 X per week	3 X per week	2 X per week	2 X per week
	Neighborhood, Local and Stream Valley Parks	2 X per week	2 X per week	1 X per week	1 X per week
	Parkways	4 X per week	3 X per week	1 X per week	1 X per week

Subject: Savings Plan follow up

- What is the unencumbered balance for the Recreation Facility Modernization CIP project?

S391 has been charged to the project to date – leaving \$199,609 in unencumbered funds

- The Savings Plan identifies 2 full-time, filled positions (1 WY) that will be reduced in Recreation. Please identify which programs these positions are assigned to.

It's important to note that the incumbents of these positions are not the employees that would be RIFed due to seniority considerations. Therefore this reduction may impact other programs and facilities because of the skills that may be lost.

- What is the service impact of eliminating 8 RecExtra programs and 4 Sports Academies? Please provide the most recent data available that demonstrates the number of students participating in each program, the demographics of participating students, and percentage of participating students that qualify for Free or Reduced Meals Services.

See Attached spreadsheet for Sports Academies data. The RecExtra data is below. It is important to highlight that these figures represent attendance in September and October only. Thus, they are comparatively lower than past year's attendance figures. Participation rates historically increase by over 30% between the months of November through March.

RecExtra Programs				
September - October				
	Programs	Sessions	Attendance	Daily Average
Argyle	3	65	994	45.2
Baker	17	100	2,617	21.1
Briggs Chaney	22	122	2,526	132.9
Roberto Clemente	15	95	1,643	91.3
Eastern	7	78	1,345	51.7
Farquhar	26	147	2,841	129.1
Kingsview	26	168	2,215	138.4
E. Brook Lee	16	71	797	53.1
Loiderman	24	135	1,588	52.9
Newport Mill	6	59	871	51.2
Parkland	22	205	2,735	72.0
Rosa Parks	16	87	1,687	67.5
John Poole	13	85	1,360	61.8

Silver Spring Internt'l	21	121	1,454	80.8
Takoma Park	32	205	3,639	121.3
Totals	266	1,743	28,312	

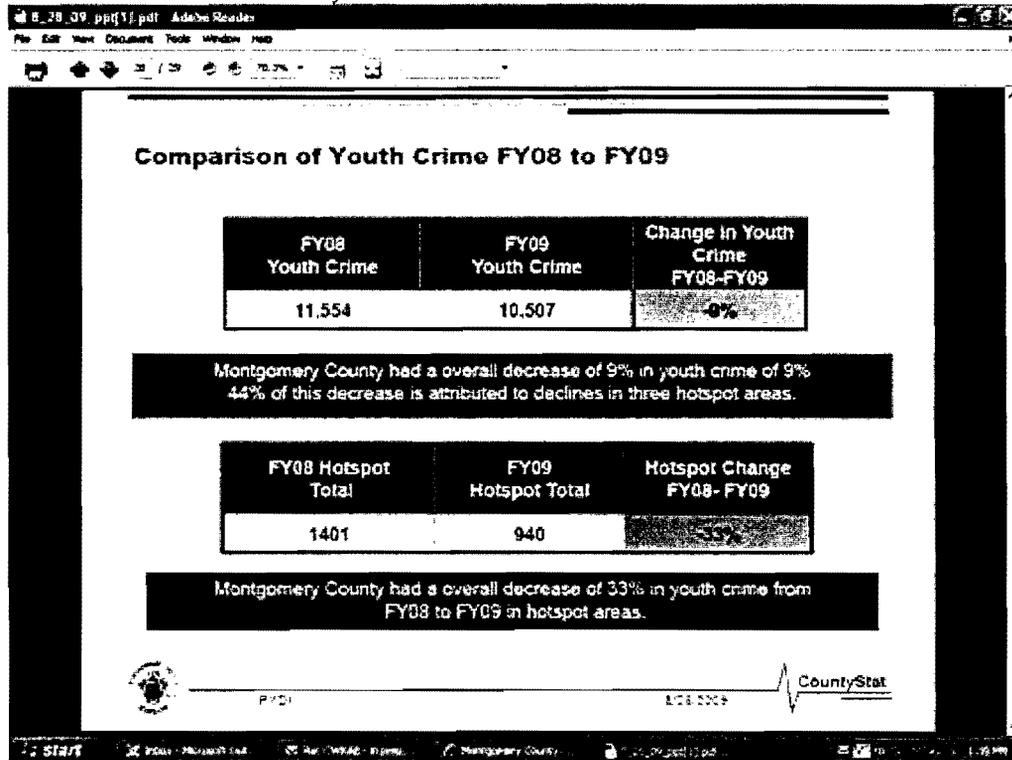
- What are the incremental costs for restoring funding for individual Sports Academy and RecExtra programs?

Closing 4/6 Sports Academies: \$106,574 seasonal salaries, (7.3 WY) + \$138,516 OE = \$245,090

Closing 8/15 Rec Extras: \$59,860 seasonal salaries (2.7 WY) + \$33,740 OE = \$93,600

- The Savings Plan explains that in FY10, juvenile crime went down as much as 9% in communities served by Sports Academies. Can you provide the supporting data that demonstrates the changes in juvenile crime in the communities served by Sports Academies?

Information was gathered through police crime statistics and reported through County Stat. This was information from County Stat noted below:



- Please provide the registration by site for the neighborhood senior programs.



East County – 2 day – 30 registrants 25 average attendance,
Ross Boddy – 2 day – 48 registrants 20 average attendance
 Coffield – 2 day – 83 registrants – 38 average attendance,
 Germantown - 2 day - 90 registrants – 45 average
Praisner - 1 day – 60 registrants – 30 average attendance
 Clara Barton – 1 day – 30 registrants – 15 average
 Potomac – 1 day – 25 registrants – 20 average attendance
 Waverly - 1 day –HOC site.
 Bauer Drive - 1 day - 25 registered - 12 average attendance
 Clarksburg - 1 day – 25 registered, 12 average attendance
 Longwood - 1 day - 55 registered, 25 average attendance

- Which programs participate in the DHHS funded Nutrition Program?
- East County, Ross Boddy, and Praisner
- How is the elimination of these programs being coordinated with DHHS?
- Coordination would involve continuing discussion between Recreation & HHS.
- What will happen to individuals who are currently being served by the Nutrition Programs at these sites; are there alternative plans to serve these individuals?

At the three Nutrition sites, East County, Praisner, & Ross Boddy, the Nutrition Program Grant from HHS provides for a Nutrition Coordinator along with the funds for meals/delivery/etc. These funds would not be affected by the program elimination proposed in this FY11 Savings Plan I. It is possible, at these three locations that the Nutrition Coordinator could work with volunteer participants to add some leisure activities to complement the lunch in a 10am-2pm time slot. This model would be entirely dependent on the new Center schedules, authorization by HHS, and the continuation of DOT transportation services.

East County – 23 participants come by bus and 2 by Metro Access. Those affected by the loss of the Friday bus will not be able to attend. This group would suffer with program loss due to lack of mobility and access to transportation

Ross Boddy – 6 participants arrive by bus and would suffer with program loss due to lack of mobility and access to transportation.

Praisner – 14 participants arrive by bus and would suffer with program loss due to lack of mobility and access to transportation.

- What are the incremental costs for restoring funding for individual neighborhood senior programs?

The incremental costs for restoring funding to the individual neighborhood senior centers are:

Seasonal salaries	Operating Expenses	Center
\$7200	\$2000	East County
\$7200	\$2000	Ross Boddy
\$4000	\$1000	Praisner
\$7200	\$2000	Coffield

43

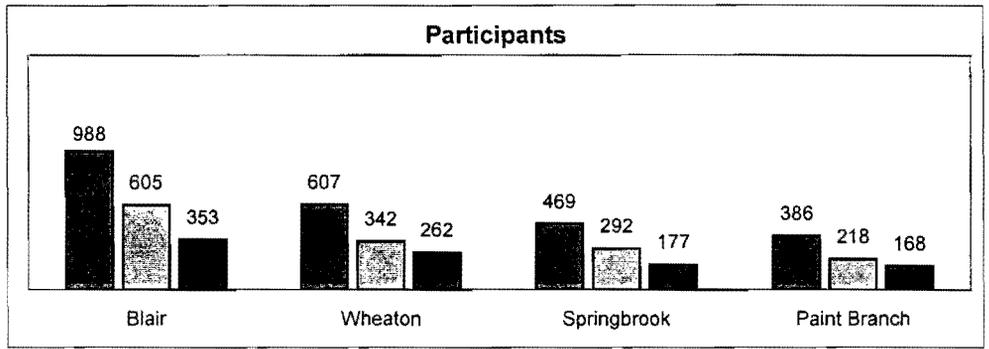
\$7200	\$1900	Germantown
\$4000	\$1000	Longwood
\$4000	\$1000	Clara Barton
\$4000	\$1000	Potomac
\$4000	\$1000	Waverly
\$4000	\$1000	Bauer Drive
\$4000	\$1000	Clarksburg

- During budget, it was reported that the FY11 budget to operate Mid-County was \$373,644. Why is closing the center only projected to save \$146,390? Is it proposed that the center not open at all during FY11? Is the balance of \$373,644 less \$146,490 being re-programmed?

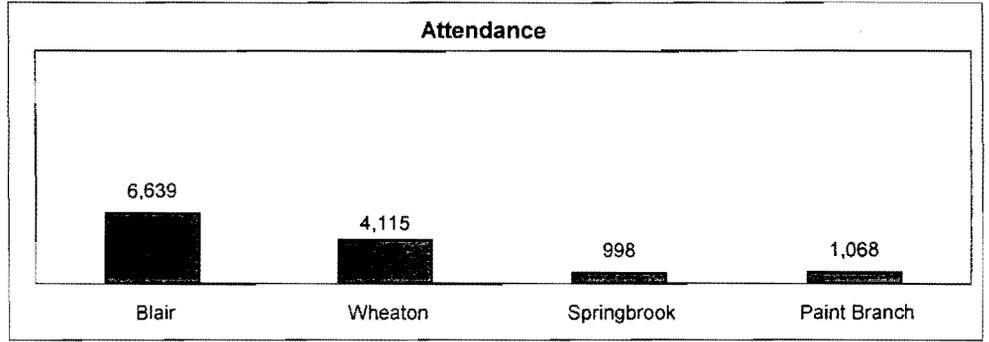
The Mid County Community Center current budget is \$373,644. This represents one career staff person and a compliment of a variety of seasonal staff. Of this \$373,644... \$106,500 is to be used for contract cleaning, landscaping, and snow removal (DGS). That leaves a balance of only \$276,144 for Center operations for the year. The mid year savings for Department of Recreation will be approximately \$140,000.

SPORTS ACADEMIES

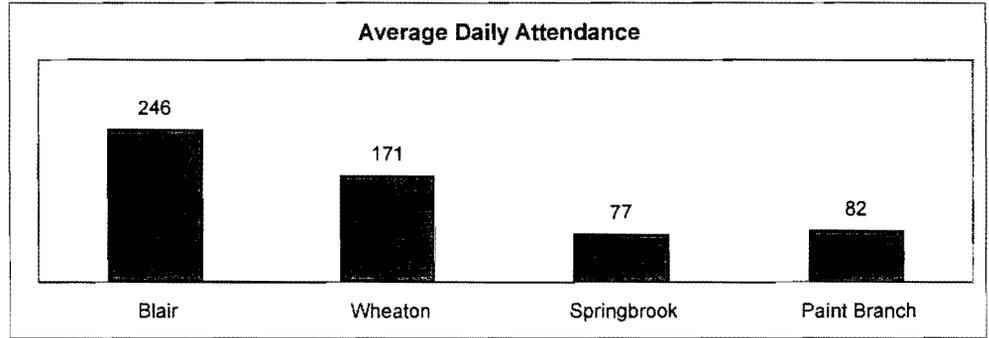
Participants		M	F
Blair	988	605	353
Wheaton	607	342	262
Springbrook	469	292	177
Paint Branch	386	218	168
	2,450	1,457	960



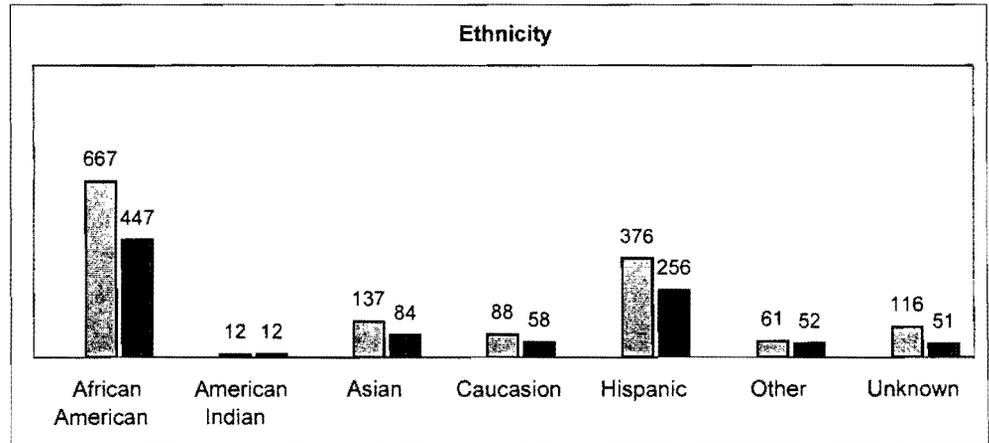
Attendance	
Blair	6,639
Wheaton	4,115
Springbrook	998
Paint Branch	1,068



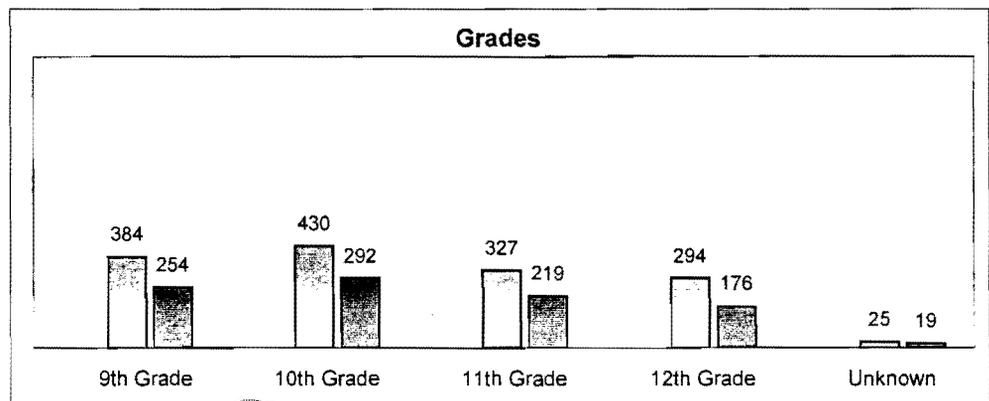
Average Daily Attend.	# Sess
Blair	27
Wheaton	24
Springbrook	13
Paint Branch	13



Ethnicity	M	F
African American	667	447
American Indian	12	12
Asian	137	84
Caucasion	88	58
Hispanic	376	256
Other	61	52
Unknown	116	51



Grades	M	F
9th Grade	384	254
10th Grade	430	292
11th Grade	327	219
12th Grade	294	176
Unknown	25	19



RECEXTRA PROGRAM STATUS

Middle School	*School Enroll.	*FARMS %	Rec Extra Status	FY10 Average Daily Attendance
Argyle	750	52.1	FY11 Savings Cut	75.8
John T. Baker	649	14.5	FY11 Savings Cut	80.2
Benjamin Banneker	823	39.2	FY11 cut	132.4
<i>Briggs Chaney</i>	915	39.1	<i>Continuing</i>	135.5
Cabin John	940	6.3	FY10 cut	--
Roberto Clemente	1,158	30.7	FY11 Savings Cut	94.6
<i>Eastern</i>	786	42.6	<i>Continuing</i>	69.9
William H. Farquhar	622	11.4	FY11 Savings Cut	91.1
Forest Oak	847	46.6	FY10 cut	--
Frost	1,187	4.5	FY10 cut	--
Gaithersburg	671	33.4	FY11 cut	98.3
Hoover	1,012	3.8	FY10 cut	--
Francis Scott Key			FY10 cut	--
Julius West	965	27.2	FY10 cut	--
Kingsview	895	17.2	FY11 Savings Cut	95.7
Lakeland Parks	854	16.6	FY10 cut	--
<i>Col. E. Brooke Lee</i>	490	58.8	<i>Continuing</i>	90.5
<i>A. Mario Loiederman</i>	850	54.2	<i>Continuing</i>	74.7
Martin Luther King	577	39.0	FY11 cut	90.4
Montgomery Village	664	53.3	FY10 cut	--
North Bethesda	790	6.6	FY10 cut	--
Neelsville	888	50.6	FY11 cut	95.4
<i>Newport Mill</i>	677	50.2	<i>Continuing</i>	77.7
<i>Parkland</i>	858	47.7	<i>Continuing</i>	171.6
John Poole	355	11.3	FY11 Savings Cut	78.4
Pyle	1336	1.7	FY10 cut	--
Redland	606	34.7	FY10 cut	--
Ridgeview	695	21.6	FY11 cut	128.3
Rocky Hill	1,168	18.1	FY11 cut	27.7
Rosa Parks	891	8.4	FY11 Savings Cut	85.7
Shady Grove	610	32.5	FY10 cut	--
<i>Silver Spring Inter.</i>	752	43.4	<i>Continuing</i>	100.7
Sligo	581	49.7	FY11 cut	86.6
<i>Takoma Park</i>	826	22.8	<i>Continuing</i>	139.8
Tilden	744	10.1	FY10 cut	--
Westland	986	11.0	FY11 cut	179.5
White Oak	639	50.5	FY11 cut	124.4
Wood	847	30.7	FY11 cut	110.4

* School enrollment and FARMS data is taken from Schools at a Glance 2009-2010

Bolded entries indicate RecExtra Program sites proposed for elimination in the FY11 Savings plan.

Italicized entries indicate RecExtra Program sites proposed to continue through FY11.