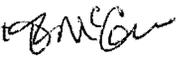


PS COMMITTEE #3  
March 29, 2012  
**Worksession**

**MEMORANDUM**

March 27, 2012

TO: Public Safety Committee

FROM: Essie McGuire, Senior Legislative Analyst 

SUBJECT: **Worksession – Supplemental Appropriation to the FY12 Operating Budget, Montgomery County Fire and Rescue Service, FY11 Senator Amoss Fire, Rescue, and Ambulance Fund (State 508) Grant, \$1,313,296**

Today the Public Safety Committee will review a supplemental appropriation to the FY12 Operating Budget, Montgomery County Fire and Rescue Service (MCFRS), FY11 Senator Amoss Fire, Rescue, and Ambulance (State 508) Grant, \$1,313,296. The source of funds is State grant funds. The following individuals will be present to participate in this worksession:

- Fire Chief Richard Bowers
- Division Chief Alan Hinde, Volunteer Services, MCFRS
- Dominic Del Pozzo, Budget Manager, MCFRS
- Lakisha Giles, Office of Management and Budget (OMB)
- Marcine Goodloe, President, Montgomery County Volunteer Fire and Rescue Association (MCVFRA)
- Eric Bernard, Executive Director, MCVFRA

The County Executive transmitted this supplemental appropriation on March 1, and a draft appropriation resolution is attached on circles 5-6. The Council introduced this appropriation on March 13, and held a public hearing on March 27. No speakers testified at the hearing.

In July 2011, the Council approved a supplemental appropriation of FY10 Amoss Funds to the FY12 MCFRS operating budget. In its review of the appropriation request, the Committee discussed the existing backlog of unexpended and unencumbered funds. The Committee requested quarterly reports on the status of the Amoss funding, and in the fall reviewed key policy issues prior to the FY11 allocation process. The Committee made two primary recommendations to increase strategic planning for Amoss funds and to consider adjusting annual allocations if necessary to reflect the planning process.

**Council staff suggests that the Committee focus today on the quarterly report and on the FY11 appropriation, and return for a fuller discussion of policy and planning over the summer and before the next round of allocations begins.**

## I. BACKGROUND

Senator Amoss Fire, Rescue, and Ambulance Grant Funds, also known as State 508 funds, were established to provide grants to local fire departments to renovate stations or acquire fire and rescue equipment. The State awards these funds annually to counties, who then distribute the funds to local fire and rescue departments who expend the funds. Funds can be used for a wide range of facility and equipment related expenses.

In Montgomery County, Amoss funds are allocated among Local Fire and Rescue Departments (LFRDs) through a process established in an MCFRS Policy and Procedure. Under this policy, LFRDs generate proposals for use of the funds which are reviewed by the Amoss Fund Committee. The MCVFRA coordinates this process, reviewing the Amoss Fund Committee's recommended allocations and forwarding them to the Fire Chief. The Fire Chief then works with the MCVFRA to address any necessary coordination issues and forwards the recommendations to the Executive and Council for appropriation.

## II. FY10 QUARTERLY REPORT

The second quarterly report on Amoss fund spending is attached at circles 1-3. It shows continued effort to implement funding, with LFRDs spending a total of \$252,243 in the second quarter. The reports show the status of Amoss funds prior to FY09 (circle 1); the FY10 allocation (circle 2); and all funds spent in the second quarter by project and funding year (circle 3).

- The second quarter spending total is less than the first quarter's spending, which was \$404,696. Of the \$252,243 spent in the second quarter, 56% is from the FY10 allocation.
- Four LFRDs have spent or encumbered all funds, and eight have less than \$55,000 in unencumbered funds.
- Three LFRDs have unencumbered funds totaling between \$70,000 and \$80,000 each. These are primarily FY10 allocations that are not yet processed and do not reflect a significant backlog of older funds.
- Four LFRDs have unencumbered funds totaling over \$100,000. Council staff understands that the Fire Chief is working closely with these four LFRDs to ensure coordination of the outstanding funds and that the funds are processed. Council staff notes that the FY11 proposed allocation includes additional funding for each of these four LFRDs; it will be critical to incorporate the new funds into this monitoring process.
- **Council staff remains concerned about the pace of implementing projects.** Again it appears that most of the pre-2009 funds that show as encumbered on circle 1 were already encumbered in the last two reports. All of the FY10 funds that show as encumbered on circle 2 were encumbered in the last report. **This indicates that while some LFRDs continue to implement projects quickly, there has been less progress in moving forward with new projects.**

- The total of unspent or unencumbered funds across all funding years is \$1.03 million. The requested Amoss fund allocation for FY11 is \$1.3 million; adding these funds to the backlog will result in over \$2 million of Amoss grant funds to work through.

### III. FY11 APPROPRIATION

The FY11 appropriation resolution is attached on circles 5-6, and the current project allocation by LFRD is attached on circle 4. Council staff notes the following about the FY11 allocation process:

- The Fire Chief and the MCVFRA have worked together to initiate a strategic planning process for allocating Amoss funds, and have closely coordinated with the individual LFRDs about the amounts requested and the implementation plans, where appropriate.
- The FY11 allocations address primarily the top priorities of Personal Protective Equipment (PPE) gear for volunteers and facility upgrades, maintenance, and repairs.
- Approximately 41% of the total FY11 allocation goes toward apparatus payments, largely for EMS units.
- In addition to an allocation for each LFRD, there is a combined amount of \$96,044 that will purchase volunteer PPE to fill in where necessary at stations, at the training academy, and provide a ready inventory when new or replacement gear is needed.

**Council staff recommends approval of the requested supplemental appropriation for the FY11 Amoss funds at this time, largely because of the need to continue to process the State funds in a timely manner.** Council staff appreciates the steps taken to date to improve the planning process for Amoss fund allocation and to resolve project specific issues.

As stated earlier, Council staff remains very concerned about the pace of implementing projects and the increasing backlog of funds. Council staff supports continued movement toward a more formal multi-year planning process as a means to facilitate project expenditure, to clear the older funds, and to develop a stream of identified projects ready for available funding.

The Committee will receive additional expenditure information over the summer. Council staff suggests that the Chief and the MCVFRA continue to work with the LFRDs to develop plans to encumber the older funds as quickly as possible. The Committee can take the opportunity over the summer session to review the year's activity and assess the status of the outstanding Amoss funds in the context of planning for the FY12 Amoss fund process later this year.

**Unspent Amoss Funds by Project as of 12/31/11  
For State Grant Years 2009 and Prior**

<b>LFRD</b>	<b>Funding</b>	<b>Project Description</b>	<b>FY</b>	<b>Encumbered</b>
Bethesda FD	18,000	Reinforce attic floor -- station 20	2008	X
	32,225	Reinforce attic floor -- station 20	2009	X
	<b>50,225</b>			
Cabin John Park VFD	482	River rescue dive equipment	2009	
	3,235	Watch office renovation	2009	X
	<b>3,717</b>			
Damascus VFD	137,219	Brush Truck and Equipment to outfit it (recently reallocated)	2007-09	
	<b>137,219</b>			
Gaithersburg/WG FD	1,386	Ambulance rehab & painting and lettering	2007	X
	24,000	Kitchen Remodeling - Sta. 8	2009	X
	829	Personal Protective Equipment (PPE)	2009	X
	<b>26,215</b>			
Germantown VFD	21	PPE	2009	
	<b>21</b>			
Glen Echo VFD	31,227	Replacement A/C / Heating Units for Fire Station 11	2009	X
	1,561	Replace Station 11's front storm door, thermostats, and perform minor electrical upgrades; rehabilitate All Terrain Rescue Vehicle and its trailer	2009	
	<b>32,788</b>			
Hyattstown VFD	283	Building renovation (pending reallocation)	2009	
	<b>283</b>			
Laytonsville VFD	60,180	Station renovation	2009	
	<b>60,180</b>			
Rockville VFD	217	Station 3 repairs	2009	
	<b>217</b>			
Sandy Spring VFD	51,751	Station 40 renovation	2006/8	X
	<b>51,751</b>			
Takoma Park VFD	38	Equipment for new pumper	2007	
	<b>38</b>			
Upper Montgomery	73,394	Engine bay and kitchen renovation	2008/9	
	4,647	Station Remodel Project (architect fees)	2008	X
	<b>78,041</b>			
Wheaton Vol. RS	49,489	Ambulance	2009	
	<b>49,489</b>			

<b>Total Encumbered</b>	<b>167,300</b>
<b>Total Unencumbered</b>	<b>322,885</b>
<b>Total Unspent</b>	<b>\$490,185</b>



**Unspent Amoss Funds by Project as of 12/31/11  
For State Grant Year 2010 Only**

<b>LFRD</b>	<b>Funding</b>	<b>Project Description</b>	<b>FY</b>	<b>Encumbered</b>
Burtonsville VFD	23,151	Partial Funding for Replacement Pumper	2010	X
	<b>23,151</b>			
Cabin John Park VFD	52,750	New Pumper Payment	2010	X
	17,500	New Station Bays - Station 30	2010	X
	<b>70,250</b>			
Chevy Chase FD	37,750	Security System Including Cameras - Station 7	2010	
	<b>37,750</b>			
Damascus VFD	55,000	Repair of Exterior Masonry Station 13	2010	
	15,250	PPE Running Gear	2010	
	<b>70,250</b>			
Gaithersburg/WG FD	69,750	Kitchen Renovation Station 8	2010	X
	<b>69,750</b>			
Germantown VFD	47,000	Loan Payment for Crimson Fire Engine	2010	X
	18,000	AED Replacements Qty. 7	2010	
	2,750	PPE Gear	2010	
	<b>67,750</b>			
Glen Echo VFD	45,000	Replacement Vehicle - Sports Utility Vehicle	2010	
	5,381	PPE Running Gear	2010	
	<b>50,381</b>			
Hillandale VFD	47,750	Station 24 Female Locker Room Renovation	2010	
	25,000	Station 24 SCBA Fill Station - Partial Funding	2010	
	<b>72,750</b>			
Hyattstown VFD	72,250	Building Renovation/Repairs Station 9	2010	
	<b>72,250</b>			
Kensington VFD	16,030	Window Replacements Station 5	2010	
	24,550	PPE Gear	2010	X
	<b>40,580</b>			
Laytonsville VFD	42,000	Bunkroom Renovation Station 17	2010	
	23,213	PPE Running Gear	2010	
	<b>65,213</b>			
Rockville VFD	35,000	Stations 23 & 33 Painting	2010	
	20,750	Sta. 33 Fire Alarm System (pending reallocation)	2010	
	22,000	Station 23 Bathroom Renovation	2010	
	<b>77,750</b>			
Sandy Spring VFD	41,000	Partial Payment - Rescue Squad 704	2010	
	<b>41,000</b>			
Silver Spring VFD	2,784	Station 19 Building Refurbishments	2010	
	32,750	PPE Running Gear	2010	
	<b>35,534</b>			
Takoma Park VFD	7,913	Station Renovation (basement)	2010	X
	<b>7,913</b>			
Upper Montgomery	72,750	Building Renovation	2010	
	<b>72,750</b>			
Wheaton Vol. RS	74,250	Ambulance	2010	
	<b>74,250</b>			

**Total Encumbered: 242,614**

**Total Unencumbered: 706,657**

**Total Unspent: \$949,271**

**Spent Amoss Funds by Project during Quarter ending 12/31/11  
For All State Grant Years**

<b>LFRD</b>	<b>Funding</b>	<b>Project Description</b>	<b>FY</b>
Bethesda-CC RS	55,000	Roof Replacement	2009
	74,250	Roof Replacement	2010
	<b>129,250</b>		
Cabin John Park VFD	1,448	River rescue dive equipment	2009
	<b>1,448</b>		
Gaithersburg/WG FD	3,224	Station 28 Outbuilding	2008/9
	<b>3,224</b>		
Glen Echo VFD	7,370	PPE	2010
	<b>7,370</b>		
Kensington VFD	28,575	Expand Sta. 5 Butler Building	2009
	3,200	Turnout Gear	2010
	17,322	Window Replacements Station 5	2010
	<b>49,098</b>		
Rockville VFD	32	Station 3 Repairs	2009
	2,772	Station 33 Renovation	2008
	<b>2,804</b>		
Sandy Spring VFD	19,427	Station 40 Renovation	2006
	29,250	Boat 704 Replacment	2010
	<b>48,677</b>		
Takoma Park VFD	9,083	Station Renovation (basement)	2010
	65	Equipment for new Pumper	2007
	<b>9,148</b>		
Upper Mont. VFD	1,225	Station Renovation	2008
	<b>1,225</b>		

**Total Spent:                    \$252,243**

FY11 AMOSS Funding Allocations

LFRD Name	PPE	Facilities	Apparatus	Other	Total:	
Bethesda Fire Department		\$70,000.00			\$70,000.00	Bunkroom renovation
Bethesda - Chevy Chase Rescue Squad			\$75,000.00		\$75,000.00	EMS unit
Burtonsville Volunteer Fire Department			\$70,000.00		\$70,000.00	Double payments on pumper replacement
Cabin John Park Volunteer Fire Department	\$20,000.00		\$50,000.00		\$70,000.00	PPE; Water rescue equipment; EMS unit payment
Chevy Chase Fire Department		\$39,850.00			\$39,850.00	Engine room flooring/sealing; replace carpeting
Damascus Volunteer Fire Department	\$25,000.00				\$25,000.00	PPE
Gaithersburg-Washington Grove Volunteer Fire Department	\$24,000.00			\$36,423.35	\$60,423.35	PPE; Lifepak 15 monitor
Germantown Volunteer Fire Department	\$12,000.00		\$81,055.24		\$93,055.24	PPE; payment for pumper; replace utility veh.
Glen Echo Volunteer Fire Department	\$20,000.00	\$48,500.00	\$1,500.00		\$70,000.00	PPE; Facility renovations; snowplow
Hillandale Volunteer Fire Department				\$66,423.00	\$66,423.00	SCBA air compressor and Lifepak 15
Hyattstown Volunteer Fire Department		\$35,000.00			\$35,000.00	Building renovations / repairs
Kensington Volunteer Fire Department	\$10,000.00	\$15,000.00	\$62,500.00		\$87,500.00	PPE; EMS unit payment; kitchen renovation FS21
Laytonsville Volunteer Fire Department		\$75,000.00			\$75,000.00	Facility renovations
Rockville Volunteer Fire Department		\$10,000.00	\$50,000.00		\$60,000.00	EMS unit payment; mortar point up FS23 and 33
Sandy Spring Volunteer Department	\$10,000.00			\$30,000.00	\$40,000.00	PPE; Water rescue equipment
Silver Spring Volunteer Fire Department		\$50,000.00			\$50,000.00	Facility renovations FS16
Takoma Park Volunteer Fire Department			\$75,000.00		\$75,000.00	Apparatus payment
Upper Montgomery County Volunteer Fire Department		\$75,000.00			\$75,000.00	Building renovation
Wheaton Volunteer Rescue Squad	\$10,000.00		\$70,000.00		\$80,000.00	PPE; EMS unit
PPE for Volunteer Service - NFPA 1971 Structural gear @ \$2,700/set	\$81,044.85				\$81,044.85	Volunteer PPE - Host LFRD
Ancillary Firefighting PPE (helmets, gloves, hoods, eye & ear protection)	\$5,000.00				\$5,000.00	Volunteer PPE - Host LFRD
EMS PPE	\$10,000.00				\$10,000.00	Volunteer PPE - Host LFRD
<b>Total</b>	<b>\$227,044.85</b>	<b>\$418,350.00</b>	<b>\$535,055.24</b>	<b>\$132,846.35</b>		
<b>Grand Total</b>	<b>\$1,313,296.44</b>					
<b>FY11 Amount Budgeted</b>	<b>\$1,313,296.44</b>					
<b>Balance</b>	<b>\$0.00</b>					

(F)

Resolution No: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND

By: Council President at the Request of the County Executive

SUBJECT: Supplemental Appropriation #12-330 to the FY12 Operating Budget  
Montgomery County Government  
Montgomery County Fire and Rescue Service  
FY11 Senator Amoss Fire, Rescue and Ambulance Fund (State 508) Grant,  
\$1,313,296

Background

1. Section 307 of the Montgomery County Charter provides that any supplemental appropriation shall be recommended by the County Executive who shall specify the source of funds to finance it. The Council shall hold a public hearing on each proposed supplemental appropriation after at least one week's notice. A supplemental appropriation that would comply with, avail the County of, or put into effect a grant or a Federal, State or County law or regulation, or one that is approved after January 1 of any fiscal year, requires an affirmative vote of five Councilmembers. A supplemental appropriation for any other purpose that is approved before January 1 of any fiscal year requires an affirmative vote of six Councilmembers. The Council may, in a single action, approve more than one supplemental appropriation. The Executive may disapprove or reduce a supplemental appropriation, and the Council may reapprove the appropriation, as if it were an item in the annual budget.
2. The County Executive has requested the following FY12 Operating Budget appropriation increases for the Montgomery County Fire and Rescue Service:

<u>Personnel Services</u>	<u>Operating Expenses</u>	<u>Total</u>	<u>Source of Funds</u>
\$0	\$1,313,296	\$1,313,296	State Grant

3. This increase is to expend the proceeds of the FY11 State of Maryland Senator William H. Amoss Fire, Rescue, and Ambulance (State 508) Fund grant and accrued interest.
4. The Senator William H. Amoss Fire, Rescue and Ambulance (State 508) Fund was established to provide grants for fire, rescue, and ambulance services to promote high-quality service and the continued financial viability of volunteer fire, rescue and ambulance companies. The grant funds are distributed directly to the County in quarterly payments and must be distributed to

the Local Fire and Rescue Departments no later than two years after the County receives the funds from the State. Local Fire and Rescue Departments are required to spend or encumber Amoss funds within two years of the date that they receive the funds from the County.

5. In accordance with the State Law, grant funds may be used for the acquisition or rehabilitation of apparatus and capital fire and rescue equipment, and for the renovation of facilities used to house apparatus.
6. In accordance with State procedures, the Fire Chief has consulted with the Montgomery County Volunteer Fire and Rescue Association regarding these needs of the Local Fire and Rescue Departments.
7. This supplemental appropriation represents the priorities established by the Fire Chief, in coordination with the Montgomery County Volunteer Fire and Rescue Association, for the renovation of stations and acquisition of fire and rescue equipment.
8. The County Executive recommends a supplemental appropriation to the FY12 Operating Budget in the amount of \$1,313,296 for Senator Amoss Grant and specifies that the source of funds will be the proceeds from the FY11 Senator William H. Amoss Fire, Rescue and Ambulance (State 508) Fund grant and accrued interest.
9. Notice of public hearing was given, and a public hearing was held.

Action

The County Council for Montgomery County, Maryland, approves the following action:

1. A supplemental appropriation to the FY12 Operating Budget for the Montgomery County Fire and Rescue Service is approved as follows:

Personnel Services	Operating Expenses	Total	Source of Funds
\$0	\$1,313,296	\$1,313,296	State Grant

2. Any funds appropriated in this resolution must be spent or encumbered by each LFRD to which funds are assigned no later than April 1, 2013. Any funds that an LFRD does not encumber or spend by April 1, 2013 automatically revert to the Montgomery County Fire and Rescue Service on April 2, 2013. The Fire Chief must reallocate any funds reverted under this provision, consistent with applicable State and County laws, regulations, policies, and guidelines.

This is a correct copy of Council action.

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Linda Lauer, Clerk of the Council