

MEMORANDUM

February 5, 2010

TO: County Council

FROM: Stephen B. Farber, Council Staff Director *SBF*

SUBJECT: Worksession and Introduction/Suspension of Rules/Action: Resolution to Approve the FY10 Budget Savings Plan, Round 2

On October 28, 2009 the Executive proposed a **\$29.5 million** mid-year savings plan for the FY10 operating budgets of County Government, MCPS, the College, M-NCPPC, and HOC. The intent was to help close a FY11 operating budget gap, then estimated at **\$364.4 million**.¹ On November 17, 2009 the Council approved an amended FY10 savings plan of **\$29.7 million**.

On January 7, 2010 the Executive proposed a second FY10 savings plan of **\$70.1 million**. The intent was to help close a FY11 budget gap now estimated, because of a sharp decline in projected revenue, at **\$608.3 million**.² This Round 2 plan is now before the Council.

See the Executive's transmittal on ©1-61. See also the transmittals from MCPS (©62-67), the College (©68-69), M-NCPPC (©70-75), and HOC (©76); questions from Council staff and responses from OMB on ©82-98; and a draft approval resolution on ©99-103.

In past years the Council and the Executive have frequently collaborated on mid-year savings plans. The Council-approved savings plans in FY08 and FY09 were **\$33.2 million** and **\$33.0 million**. The savings plan for FY10, including the proposed Round 2, is **nearly \$100 million**. **The unprecedented size of the FY10 savings plan reflects the unprecedented severity of the County's fiscal challenge. See the Executive's description of this challenge on ©1-3.**

The Round 1 plan did not call for major structural changes. Many items involved increased lapse in filling positions, reduced operating expense for travel and other functions, or normal delays in implementing projects or programs. The impact on agency operations and delivery of services, while palpable in some cases, was generally manageable.

¹ The gap assumed general wage adjustments (COLAs) and step increases at the level originally bargained for FY10, as well as retiree health benefits pre-funding (OPEB), reserves, and PAYGO at the scheduled or policy levels. For details, go to http://www.montgomerycountymd.gov/content/council/pdf/agenda/col/2009/090929/20090929_7.pdf.

² http://www.montgomerycountymd.gov/content/council/pdf/agenda/col/2009/091201/20091201_11addendum.pdf.

The proposed Round 2 plan has some similar elements, but as detailed below, **it also includes items with a direct impact on services and jobs – a precursor to the FY11 budget.** Round 2 is also structured differently from past plans. It includes not only operating budget reductions but reductions in Capital Improvements Program (CIP) current revenue, liquidation of prior year contractual encumbrances, and a fund balance transfer. See ©4 for a summary of these components. See ©77 for a list of projects affected by the proposed \$9.216 million cut in CIP current revenue

Committee Recommendations on the Proposed FY10 Savings Plan, Round 2

The Committees have recommended support – in some cases reluctant support – for most elements of the proposed Round 2. In summary:

- The ED and MFP Committees recommended no changes.
- The HHS Committee recommended no changes but deferred a decision on a \$183,000 reduction for Montgomery Cares. The Committee is reviewing this item.
- The PHED Committee approved all but one item. It asked the Planning Board to suggest an alternative to the proposed \$181,300 cut in the Park Fund to eliminate school ballfield maintenance. On February 4 the Board proposed closing 11 park activity buildings instead. The Committee will review this proposal on February 8.
- The PS Committee approved all items and recommended two **additional** savings items totaling \$239,150.
- The T&E Committee approved all non-DOT items. On February 3 the Executive modified the Ride On service reductions he proposed on January 7. The Committee's recommendations on Ride On and Call-n-Ride are outlined below.
- The Committees recommended no changes to the list of projects affected by the proposed \$9.216 million cut in CIP current revenue. See ©77.³

The Committees' recommendations in further detail are as follows:

Education Committee

The Committee reviewed the MCPS savings plan implemented on August 20, 2009 and the additional expenditure restrictions implemented on January 8, 2010. The Committee also reviewed Dr. Weast's January 12 memo on the monthly financial report and year-end projections as of November 30. See ©62-67. The Committee supported the Executive's proposed \$22.0 million savings target. Although the current projected year-end expenditure surplus is \$13.8 million, the Committee agreed that it is too soon to assess the full impact of the new expenditure restrictions and that the \$22.0 million target seems feasible if revenues and other conditions are favorable.

The Committee supported the proposed \$1.7 million savings target for the College. See Dr. Pinkney's letter on ©68-69. The Committee also supported the proposed \$68,180 savings for Community Use of Public Facilities.

³ A public hearing and Council action on the CIP project amendments is scheduled for 1:30 p.m. on February 9. See the packet for agenda item 14.

Health and Human Services Committee

The Committee reviewed the Council staff questions and OMB responses on ©82-87. The Committee supported the proposed \$35,120 savings for the Commission for Women, which includes the abolishment of two filled positions. The Committee expressed appreciation for the Commission's work and willingness to restructure its service provision in these hard fiscal times.

The Committee unanimously supported the proposed \$1,992,300 savings for DHHS, with three exceptions. In two cases the Committee recommended approval on 2-1 votes. Ms. Trachtenberg opposed proposed reduction S17 (see ©38), which would save \$72,000 budgeted for juvenile substance abuse treatment programs. According to DHHS Director Ahluwalia, while the funds were to be used to start a down-county treatment program, vendors responding to the RFP indicated that funding of about \$150,000 would be required for a new program. Ms. Trachtenberg noted that there is identified need for 30 treatment slots in the down-county. Director Ahluwalia said that the two current providers for the mid-county and up-county are seeing more clients than specified in their contracts, and there is a waiting list for services. See HHS question #4 on ©82.

Mr. Leventhal opposed proposed reduction S36 (see ©39), which would save \$134,000 by not starting a Public Inebriation Initiative Team (PIIT) in the Wheaton Central Business District. Mr. Leventhal noted that public drunkenness in Wheaton is a real problem and that there has been very positive feedback on the Long Branch PIIT, especially from emergency room staff who have seen a reduction in cases. He also noted that the Council included this funding in direct response to a request from the Wheaton Urban District Advisory Board and the Wheaton Citizens Coalition. Both Mr. Leventhal and Ms. Navarro asked whether participation from the business community might enable this program to eventually move forward.

The Committee deferred a decision on whether to support proposed reduction S32 (see ©39), which would reduce the funding available to Montgomery Cares by \$183,000. The Committee noted that projections show there will be more patients and primary care visits than were assumed in the approved budget. The County has worked hard over the past few years to increase capacity in the clinics, and more people are seeking services because of the economic downturn. Director Ahluwalia said that if the number of patients exceeds the 23,000 assumed in the budget, the Executive would stop enrollment of new patients. The Committee has scheduled an update on the Montgomery Cares program for March 4 and agreed that its recommendation on this reduction should await a briefing on data from the first six months of FY10.

The Committee supported the proposed \$70,470 savings for the Office of Human Rights. Director Stowe said that in March the Office expects to fill the Investigator position identified in Round 2. After the HHS worksession, OMB confirmed that it is holding the position open as part of the hiring freeze.

The Committee supported the proposed \$1,079,220 savings for the Public Libraries' operating budget and the current revenue reductions proposed for the Germantown Library and Gaithersburg Library Renovation capital projects. Director Hamilton noted that the library

system has taken a deep reduction at a time when library usage is increasing. She asked that the Committee to help the public understand that delays in service may result.

Management and Fiscal Policy Committee

The Committee reviewed the Council staff questions and OMB responses on ©87-90. The Committee supported the savings proposed for the following units: County Attorney, County Council, County Executive, Ethics Commission, Finance, Human Resources, Inspector General, Intergovernmental Relations, Legislative Oversight, Management and Budget, Merit System Protection Board, Public Information, Technology Services, Cable Television, and the Non-Departmental Accounts for Desktop Computer Modernization, as well as debt service, liquidation of prior year contractual encumbrances, and CIP current revenue.

The Committee noted that the proposed \$265,600 savings for the Council Office would be divided between personnel costs (\$105,000) and operating expenses (\$160,600). The Committee expressed initial concern about the proposed \$187,680 savings in the County Executive's budget from a delay in implementation of the Internal Audit contract but noted its support after OMB provided clarifying information. See ©87-88.

Planning, Housing and Economic Development Committee

The Committee reviewed the Council staff questions and OMB responses on ©91-92. The Committee supported the savings proposed for the following units: Board of Appeals, Economic Development, Housing and Community Affairs, Housing Opportunities Commission NDA, Permitting Services, Regional Services Centers, and Urban Districts.

For the Recreation Department, the Committee supported the Executive's proposal to shift certain costs to the CIP, reduce seasonal staff, reduce Planned Lifecycle Asset Replacement funding, and decrease support to the Maryland Senior Olympics.

The PHED and HHS Committees jointly reviewed three proposed Recreation Department items to discuss how the needs of at-risk populations affected by these reductions would be met across departments. In general, the Committees supported the Executive's recommendations to eliminate the Seneca Valley Sports Academy program, lapse a vacancy in the Gilchrist Center for Cultural Diversity, and increase the revenue adjustment for financial aid. The Committees noted that future organizational changes to the Gilchrist Center should preserve the spirit of the center and strategically determine the most effective use of scarce resources across departments to serve the Center's vulnerable clients. The Committees also directed the Recreation Department to cap 2010 financial assistance awards based on the number of families served in 2009 to avoid a reduction in service.

For the Housing Initiative Fund (HIF), the PHED Committee supported the Executive's recommendations to reduce operating expenses by \$467,110 and reduce the amount to be transferred from the General Fund to the HIF by \$4.8 million. The Committee requested information on current funding commitments in the HIF cash and capital funds and a comparison of projected and actual recordation tax revenues for FY10. The requested information is attached on ©78-80.

The Committee supported the savings proposed for M-NCPPC with one exception. See ©70-73 for Dr. Hanson's December 28 memo on savings totaling \$1,250,000. The Committee recommended against a reduction of \$181,300 in the Park Fund to eliminate school ballfield maintenance and asked the Planning Board to identify an alternative reduction in the same amount. The Planning Board now recommends closing 11 park activity buildings for an FY10 savings of \$181,300. See Dr. Hanson's memo on ©74-75. The recommendation is to close these buildings at this time, but then to determine the ultimate disposition through a case-by-case analysis. The Department of Parks believes that the park activity building program is the least essential and one of the least utilized of its programs, and notes that a decision to permanently close these buildings would significantly reduce future operating and capital budgets. The Committee is scheduled to consider this recommendation on February 8.

Public Safety Committee

The Committee reviewed the Council staff questions and OMB responses on ©92-96. The Committee supported the savings proposed for the following units: Circuit Court, Consumer Protection, Emergency Management and Homeland Security, Fire and Rescue Service, Police, Sheriff, State's Attorney, and Liquor Control, Police, Sheriff, and State's Attorney.

The Committee also recommended two additional savings items totaling \$239,150: \$139,000 from delaying the opening of the Germantown-Milestone Station 34 for an additional month (from June 1 to July 1) and \$100,150 from lower-than-budgeted personnel costs for new civilian positions in the Emergency Communications Center.

Initially the Committee agreed with the Fire Chief's request to leave these savings in the Fire and Rescue budget to offset an unbudgeted cost of \$305,000 for emergency pay for the December snowstorm. Committee members subsequently were advised that almost all employees who worked during an emergency period in the snowstorm (MCGEO, FOP, IAFF, and General Salary Schedule employees) were due emergency pay. Since other departments must manage their unbudgeted emergency pay expense without benefit of such additional savings items, the Committee agreed to include these items in the savings plan.

Transportation, Infrastructure, Energy and Environment Committee

The Committee reviewed the Council staff questions and OMB responses on ©96-98. The Committee supported the savings proposed for the following units: Environmental Protection and General Services (Facilities, Fleet Management, and Procurement). For the Department of Transportation, the Committee recommended the changes outlined below.

On February 3 the Executive revised the Ride On reductions he had recommended on January 7. He proposed not to eliminate 5 weekday Ride On routes and the peak period service on a sixth route, but to continue to eliminate 3 weekday routes, 10 Saturday routes, and 5 Sunday routes; to reduce frequency of 3 weekday peak-period routes; and to reduce late evening service on 7 weekday routes, 4 Saturday routes, and 2 Sunday routes. See the memo on ©81. The Executive's proposal offset most of this change in FY10 with revenue from a proposed 10-cent Ride On fare increase (effective March 1) and 75 percent of the revenue from a proposed

increase of \$5 for most parking fines (effective April 1). The cost of carrying these routes through FY11, however, is more than offset by carrying the fare and fine increases through FY11, along with another projected 15-cent Ride On fare increase effective July 4.

Ms. Floreen and Mr. Leventhal supported the Executive's revised plan for Ride On service cuts. Mr. Berliner recommended not cutting Ride On service at this time, but developing a combination of surgical frequency reductions and revenue enhancements for FY11 that would obviate the need to eliminate most routes.

The Committee unanimously supported the Executive's proposal to raise the Ride On fare by 10 cents on March 1 and assume revenue from another 15-cent increase on July 4. The Committee also supported the \$5 increase in most fines, but would assign 100 percent of that incremental revenue to transit.

The Committee unanimously recommended restoring the sale of two \$60 coupon books per month in FY10 in three of the remaining five months (including February). This cost would be partially offset in FY10 by eliminating the Silver Spring Super Fare Program starting in March, cutting the traffic signing and marking materials budget by another 3 percent (a total reduction of 13 percent), and assigning 100 percent (instead of 75 percent) of the incremental fine revenue from the \$5 increase to transit. The balance would be offset from assigning 100 percent of the incremental fine revenue collected in FY11 to transit.

See ©99-103 for the draft approval resolution on Round 2 of the FY10 savings plan. The final resolution will reflect the Council's decisions on February 9.

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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

January 7, 2010

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

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

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

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

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

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

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

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

FY10 Approved Tax Supported Budgetary Allocations*

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

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

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

If the Council does not support the attached proposed reductions, I strongly recommend that it propose offsetting reductions in other areas of the budget to maintain the total amount of savings. These savings must be available to close the projected FY11 budget gap. We are only in the first step of the process in resolving the FY11 budgetary gap. Many more difficult choices remain ahead in confronting these challenges. Deferring needed savings at this time will only temporarily postpone the urgent need to make difficult choices and indeed make future choices all the more difficult. The less time in which agencies have to make the necessary reductions, the deeper and more difficult those reductions will be in order to achieve the same savings. Resolution of the FY 11 budget gap is problematic because even more difficult and complex issues will need to be addressed during the Council's short time for reviewing and approving the annual budget.

Nancy Floreen, President
January 7, 2010
Page 3

Because of the weakness in the current local and national economy and the State's continuing fiscal challenges, I urge the Council to quickly approve the reductions proposed in the attached Savings Plan. The projected gap for FY11 may significantly worsen in the near future because of continued revenue deterioration, cost increases related to snow removal, and the very real potential for further substantive reductions in State aid. We have already absorbed cuts of nearly \$20 million in State aid in this fiscal year and I believe the Governor's soon to be released budget will contain further Local aid reductions.

The attached plan includes proposed targets for Montgomery County Public Schools (MCPS), the Maryland-National Capital Park and Planning Commission (M-NCPPC), the Housing Opportunities Commission (HOC), and Montgomery College (the College). The principals of these agencies have expressed their willingness to cooperate in resolving our shared fiscal challenges.

I strongly urge the Council to expedite its review and approval of the attached Savings Plan, so that the necessary actions can be implemented as soon as possible. My staff is available to assist the Council in its review of the attached proposal. Thank you for your support of our efforts to preserve our most important services, while protecting the fiscal health of the County Government.

IL:jfb

Attachments

c: Timothy L. Firestine, Chief Administrative Officer
Department and Office Directors
Dr. Jerry Weast, Superintendent, Montgomery County Public Schools
Dr. Hercules Pinkney, Interim President, Montgomery College
Royce Hanson, Chair, Montgomery County Planning Board
Michael J. Kator, Chair, Housing Opportunities Commission
Kathleen Boucher, Assistant Chief Administrative Officer

Revised FY10 Savings Plan Summary		
1	Total FY10 Revised Savings Plan	70.088
2		
3	Expenditure Reductions	50.042
4		
5	MCG Tax Supported Reductions	22.932
6		
7	Debt Service Exp. Reductions	2.159
8	MCPS	22.000
9	MC	1.700
10	MNCPPC	1.250
11		
12	Fund Balance Transfers	4.800
13	Reduce MHI Transfer	4.800
14		
15	Revenue Changes	6.031
16	Prior Year Encumbrance Liquidations	1.500
17	Debt Service premium & rebate revenues	4.531
18		
19	CIP Current Revenue (CIP CR)	9.216
20	Montgomery County Govt CIP	4.743
21	HOC CIP	0.121
22	MNCPPC CIP	2.502
23	College CIP	1.850
24		

Executive Recommended FY10 Savings Plan - Round 1 and 2								
	Approved	Round 1 Savings	Agency as % of	Target as % of	Round 1 Target	Round 2	Round 2 Target	Total Target as
	FY10 Budget	Plan Target	Total Budget	Savings Plan	as % of Budget	Target ¹	as % of SP	% of Savings Plan
MCG	1,585,853,910	16,593,800	42.4%	55.8%	1.0%	40,785,950	58.2%	57.5%
MCPS	1,940,540,941	9,900,000	51.9%	33.3%	0.5%	22,000,000	31.4%	32.0%
College ²	107,079,321	1,070,790	2.9%	3.6%	1.0%	3,550,000	5.1%	4.6%
MNCPPC	106,646,100	2,180,000	2.9%	7.3%	2.0%	3,752,000	5.4%	5.9%
Total	3,740,120,272	29,744,590			0.8%	70,087,950		
Notes:								
1. Amounts above include debt service savings, CIP CR reductions, revenue increases, and encumbrance liquidations								
2. The College budget above is the FY10 local contribution.								

FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

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

9

FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

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



FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

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



FY10 SAVINGS PLAN SUMMARY (First and Second Rounds)

Fund/Department Name	FY10 Original Approp.	1st Savings Approved	% Change	2nd Savings Recommended	% Change	Total Savings	% Change
Montgomery County Public Schools *:	1,940,540,941	-9,900,000	-0.51%	-22,000,000	-1.13%	-31,900,000	-1.64%
Montgomery College *:	107,079,321	-1,070,790	-1.00%	-1,700,000	-1.59%	-2,770,790	-2.59%
Maryland-National Capital Park and PI *:	106,646,100	-2,180,000	-2.04%	-1,250,000	-1.17%	-3,430,000	-3.22%
Debt Service *:	246,500,690	0	0.00%	-2,159,450	-0.88%	-2,159,450	-0.88%
TOTAL ALL AGENCIES	3,875,987,962	-29,744,590	-0.77%	-54,092,340	-1.40%	-83,836,900	-2.16%

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



FY10 SECOND ROUND SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved <small>(per Council Resolution 16-970)</small>	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
Tax Supported				
General Fund				
Board of Appeals	617,520	-2,000	0	-0.3%
Circuit Court	10,410,980	-103,590	0	-1.0%
Commission for Women	1,197,670	-35,120	0	-2.9%
Consumer Protection	2,442,010	-71,610	0	-2.9%
Correction and Rehabilitation	65,414,400	-650,870	0	-1.0%
County Attorney	5,224,980	-238,440	0	-4.6%
County Council	9,057,090	-265,600	0	-2.9%
County Executive	6,399,960	-187,680	0	-2.9%
Economic Development	7,628,240	-223,700	0	-2.9%
Emergency Management and Homeland Security	1,346,940	-13,400	0	-1.0%
Environmental Protection	3,013,960	-88,380	0	-2.9%
Ethics Commission	272,390	-7,990	0	-2.9%
Finance	9,751,930	-185,980	0	-1.9%
General Services	27,970,950	-820,250	0	-2.9%
Health and Human Services	194,074,350	-1,992,300	-61,270	-1.0%
Housing and Community Affairs	5,066,790	-149,460	0	-2.9%
Human Resources	8,522,410	-92,830	0	-1.1%
Human Rights	2,160,810	-70,470	0	-3.3%
Inspector General	634,730	-18,610	0	-2.9%
Intergovernmental Relations	877,400	-25,730	0	-2.9%
Legislative Oversight	1,341,070	-26,820	0	-2.0%
Management and Budget	3,703,890	-108,620	0	-2.9%
Merit System Protection Board	159,960	-4,000	0	-2.5%
NDA - Desktop Modernization	6,839,290	-882,000	0	-12.9%
NDA - Housing Opportunities Commission	6,136,340	-61,060	0	-1.0%
Police	246,262,150	-6,857,740	0	-2.8%
Public Information	1,215,210	-35,640	0	-2.9%
Public Libraries	37,569,400	-1,079,220	0	-2.9%
Regional Services Centers	4,140,360	-121,410	0	-2.9%
Sheriff	20,631,770	-205,290	0	-1.0%
State's Attorney	12,148,340	-120,880	0	-1.0%
Technology Services	31,844,190	-933,830	0	-2.9%
Transportation	46,573,220	-1,362,040	0	-2.9%
General Fund Total:	780,650,700	-17,042,560	-61,270	-2.2%
Special Funds				
<u>Urban District - Bethesda</u>				
Urban Districts	3,380,210	-101,410	0	-3.0%
<u>Urban District - Silver Spring</u>				
Urban Districts	2,891,930	-86,760	0	-3.0%
<u>Urban District - Wheaton</u>				
Urban Districts	1,660,080	-49,800	0	-3.0%
<u>Mass Transit</u>				
DOT-Transit Services	108,457,800	-2,732,920	-215,420	-2.3%

10

FY10 SECOND ROUND SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved (per Council Resolution 16-970)	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
Fire				
Fire and Rescue Service	192,974,090	-2,300,280	0	-1.2%
Recreation				
Recreation	30,528,520	-595,330	300,000	-2.9%
Special Funds Total:	339,892,630	-5,866,500	84,580	-1.8%
MCG Tax Supported Total:	1,120,543,330	-22,909,060	23,310	-2.0%
Non-Tax Supported				
Special Funds				
<u>Cable Television</u>				
Cable Communications Plan	11,574,470	-173,620	0	-1.5%
<u>Montgomery Housing Initiative</u>				
Housing and Community Affairs	31,140,690	-467,110	0	-1.5%
<u>Water Quality Protection Fund</u>				
Environmental Protection	8,895,850	-133,440	0	-1.5%
Enterprise Fund				
<u>Community Use of Public Facilities</u>				
Community Use of Public Facilities	9,169,440	-137,540	0	-1.5%
<u>Solid Waste Collection</u>				
DEP-Solid Waste Services	6,739,640	-49,780	0	-0.7%
<u>Solid Waste Disposal</u>				
DEP-Solid Waste Services	95,722,050	-1,358,430	0	-1.4%
<u>Parking District - Bethesda</u>				
DOT-Parking Lot Districts	11,283,280	-125,350	0	-1.1%
<u>Parking District - Montgomery Hills</u>				
DOT-Parking Lot Districts	116,430	-1,750	0	-1.5%
<u>Parking District - Silver Spring</u>				
DOT-Parking Lot Districts	10,709,410	-132,990	0	-1.2%
<u>Parking District - Wheaton</u>				
DOT-Parking Lot Districts	1,296,320	-19,440	0	-1.5%
<u>Liquor Control</u>				
Liquor Control	44,495,260	0	667,430	-1.5%
<u>Permitting Services</u>				
Permitting Services	27,067,180	-406,010	0	-1.5%
MCG Non-Tax Supported Total:	258,210,020	-3,005,460	667,430	-1.4%
Internal Service Funds				
Internal Service Funds				
<u>Printing & Mail</u>				
General Services	6,528,490	-97,930	0	-1.5%
<u>Motor Pool</u>				
DGS-Fleet Management Services	64,694,320	-970,410	0	-1.5%
MCG Internal Service Funds Total:	71,222,810	-1,068,340	0	-1.5%
Montgomery County Government:	1,449,976,160	-26,982,860	690,740	-1.9%

(11)

FY10 SECOND ROUND SAVINGS PLAN ANALYSIS

Fund/Department Name	FY10 Approved (per Council Resolution 16-970)	CE Recommended		Savings as a percent of Original FY10 Budget
		Total \$	Revenue	
Montgomery County Public Schools:	1,940,540,941	-22,000,000	0	-1.1%
Montgomery College:	107,079,321	-1,700,000	0	-1.6%
Maryland-National Capital Park and Planning:	106,646,100	-1,250,000	0	-1.2%
Debt Service:	246,500,690	-2,159,450	4,530,580	-2.7%
TOTAL ALL AGENCIES	3,850,743,212	-54,092,310	5,221,320	-1.5%

(12)

FY10 SAVINGS PLAN (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
General Fund			
Board of Appeals			
<u>Reduce</u>			
S1	Further Curtail Operating Budget	-2,000	0
		-2,000	0
	Board of Appeals	-2,000	0
<hr/>			
Circuit Court			
<u>Decrease Cost</u>			
S1	Freeze Vacant Data Preparation Operator Position for Remainder of Fiscal Year	-19,860	0
S2	Freeze Two Vacant Court Evaluator Positions for Remainder of Fiscal Year	-83,730	0
		-103,590	0
	Circuit Court	-103,590	0
<hr/>			
Commission for Women			
<u>Eliminate</u>			
S1	Office Services Coordinator	-18,000	0
S2	Supervisory Therapist Position	-17,120	0
		-35,120	0
	Commission for Women	-35,120	0
<hr/>			
Consumer Protection			
<u>Decrease Cost</u>			
S1	Abolish Program Specialist I position	-33,030	0
S2	Reduce Communications	-5,000	0
S3	Reduce Printing/Duplications	-8,260	0
S4	Reduce Mail	-7,500	0
S5	Reduce Travel	-3,500	0
S6	Reduce Dues/Memberships	-1,500	0
S7	Reduce Office Supplies and Miscellaneous Operating Expenses	-12,820	0
		-71,610	0
	Consumer Protection	-71,610	0
<hr/>			
Correction and Rehabilitation			
<u>Decrease Cost</u>			
S1	Lapse Uniformed and Non-Uniformed positions to reduce personnel costs	-650,870	0
		-650,870	0
	Correction and Rehabilitation	-650,870	0
<hr/>			
County Attorney			
<u>Decrease Cost</u>			
S1	Lapse - ACAIII Health & Human Services Division	-130,320	0
S2	Lapse - ACAIII Zoning, Land Use & Econ. Development Division	-108,120	0
		-238,440	0
	County Attorney	-238,440	0
<hr/>			
County Council			
<u>Reduce</u>			

FY10 Savings Plan (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
County Council			
S1	Reduce Operating Expense, including professional services, imaging, duplicating and mail.	-265,600	0
		-265,600	0
	County Council	-265,600	0
County Executive			
<u>Reduce</u>			
S1	Reduce Internal Audit Contracts	-187,680	0
		-187,680	0
	County Executive	-187,680	0
Economic Development			
<u>Reduce</u>			
S2	Workforce	-49,550	0
S3	Cancel Web Design Services RFP for FY10	-59,150	0
S4	Wheaton Innovation Center Rent Lease (one-year)	-48,000	0
		-156,700	0
<u>Shift</u>			
S1	One-Stop Career Center Wheaton Lease to Federal Workforce Investment Act (WIA) Grant	-67,000	0
		-67,000	0
	Economic Development	-223,700	0
Emergency Management and Homeland Security			
<u>Decrease Cost</u>			
S2	Lapse Manager III costs	-11,370	0
		-11,370	0
<u>Eliminate</u>			
S1	Eliminate 1 vehicle	-2,030	0
		-2,030	0
	Emergency Management and Homeland Security	-13,400	0
Environmental Protection			
<u>Decrease Cost</u>			
S1	Contractual Services	-40,000	0
S3	Local and Non-local Travel, Education, and Training	-12,180	0
S4	Various Miscellaneous Operating Expenses	-14,890	0
		-67,070	0
<u>Eliminate</u>			
S2	Abolish Vacant Part-Time Program Specialist II Position	-21,310	0
		-21,310	0
	Environmental Protection	-88,380	0
Ethics Commission			
<u>Decrease Cost</u>			
S1	Consultant Services	-7,990	0
		-7,990	0
	Ethics Commission	-7,990	0
Finance			
<u>Decrease Cost</u>			
S2	Miscellaneous Operating Expenses	-25,700	0



FY10 Savings Plan (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Finance			
		-25,700	0
<u>Reduce</u>			
S1	Timesheet Data Entry Keypunch Contract	-160,280	0
		-160,280	0
	Finance	-185,980	0
General Services			
<u>Reduce</u>			
S1	Contract Janitorial Services at Edison Park Campus	-175,000	0
S2	Contract Structural Maintenance at Edison Park Campus	-85,000	0
S3	Contract Janitorial Services at County Buildings	-80,000	0
S4	Contract Masonry Services	-49,000	0
S5	Contract Electrical Maintenance Services	-50,000	0
S6	Contract Electrical Maintenance at Seven Locks Correctional Facility	-30,000	0
S7	Other Professional Services - Facilities Maintenance Division	-33,000	0
S8	Contract HVAC Maintenance Services	-60,000	0
S9	Contract Moving Services	-20,780	0
S10	Temporary Office Staffing Contract	-11,790	0
S11	Motor Pool	-88,750	0
S12	General Office Supplies	-11,000	0
S13	Other Professional Services - Division of Real Estate and Management Services	-87,390	0
S14	Computer Software	-20,000	0
S15	Books and Reference Materials	-2,540	0
S16	Computer Equipment Purchase	-15,000	0
S17	Advertising -Jobs	-400	0
S18	Advertising - Contracts	-600	0
		-820,250	0
	General Services	-820,250	0
Health and Human Services			
<u>Decrease Cost</u>			
S1	African American Health Program-Eliminate broker contract for data services	-16,080	0
S2	Latino Health Initiative-Ama Tu Vida Festival	-3,650	0
S3	Latino Health Initiative-Reduce funding for grant development	-2,500	0
S4	Latino Health Initiative-Reduce office supplies expenses	-2,810	-160
S5	Asian American Health Initiative-Miscellaneous operating expenses	-7,420	-430
S6	Community Outreach-Reduce funds for education and training	-15,100	-870
S7	Community Action Agency-Reduce miscellaneous operating expenses	-8,000	0
S8	Child Welfare - Medical supplies	-15,000	0
S10	Post adoption contract	-10,000	0
S11	Framework for Families contract	-10,000	0
S14	Linkages to Learning contracts	-30,000	0
S15	Eliminate funding for vendor staff development for Linkages to Learning	-10,000	0
S17	Unspent dollars for down-county Level I Outpatient Substance Abuse Services - Juvenile Justice Services	-72,000	0
S18	Miscellaneous operating expenses in Juvenile Justice Services	-3,000	0
S19	Reduce miscellaneous operating dollars for the High School Wellness Center	-5,000	0
S21	Contract for the Youth Opportunity Center	-10,000	0
S26	Group Home Subsidy funds underutilized in FY10	-30,000	0
S28	Miscellaneous operating expenses in Health Promotion and Prevention	-100,000	-570
S29	West Nile Virus Vector Surveillance	-24,000	0
S30	Project Deliver	-60,000	-3,450
S31	Care for Kids contract and operating expenses	-110,000	0
S32	Montgomery Cares	-183,000	0
S33	Unencumbered operating expenses in Women's Health Services	-9,000	0

FY10 Savings Plan (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Health and Human Services			
S34	Reproductive Health contracts	-31,000	0
S35	Tuition and travel in Public Health Administration	-5,000	0
S37	Reduce the psychiatric contract budget in FY10	-152,260	0
S38	Paper and printing reductions	-141,010	-3,650
S39	Vacancy savings	-180,350	0
S40	Savings from GUIDE audit findings	-23,020	0
		-1,269,200	-9,130
<u>Eliminate</u>			
S36	The Wheaton Public Inebriation Initiative Team (PIIT) Program-new initiative in FY10-never implemented	-134,000	0
		-134,000	0
<u>Reduce</u>			
S16	George B Thomas Learning Academy contract	-26,980	0
S20	Travel and equipment funds for the Street Outreach Network	-9,000	0
S22	Outreach services contract	-20,000	0
S23	Technical assistance training contract	-23,650	0
S24	Learning Parties operating dollars	-10,000	0
S25	In Home Aide Services (IHAS)-Savings resulting from reducing maximum hours from 20 to 14 hours per Week, per Client	-120,000	0
S27	DD Supplement (Individual Support Services (ISS)/Family Support Services (FSS) reduction)	-60,000	0
		-269,630	0
<u>Shift</u>			
S9	Flex funds for institutional clothing allowance - Now fully covered by HB669	-12,670	0
S12	Protective Services-Weekend coverage contract charges to State HB669 allocation	-62,800	0
S13	Costs for three positions from General Fund to HB669-Based on funding from the Department of Human Resources (DHR)	-244,000	-52,140
		-319,470	-52,140
	Health and Human Services	-1,992,300	-61,270
Housing and Community Affairs			
<u>Decrease Cost</u>			
S1	Delay Hiring Landlord Tenant Investigator	-74,760	0
		-74,760	0
<u>Shift</u>			
S2	Use Weatherization ARRA to Fund Existing Positions	-74,700	0
		-74,700	0
	Housing and Community Affairs	-149,460	0
Human Resources			
<u>Decrease Cost</u>			
S1	Job Advertising in the Washington Post	-2,780	0
		-2,780	0
<u>Shift</u>			
S2	Increase Percentage of OHR Front Desk cost charged to Benefits from 25% to 50%	-10,960	0
S3	Allocate 50% of CRM charge to OHR General Fund to Benefits	-57,750	0
S4	Move 0.5 Work Year of Position in Records Management to CIP/ERP for Six Months to fill vacant ERP position	-21,340	0
		-90,050	0
	Human Resources	-92,830	0

Human Rights

16

Ref No.	Title	Total \$	Revenue
Human Rights			
<u>Decrease Cost</u>			
S1	Lapse Vacant Investigator III Position	-70,470	0
		-70,470	0
	Human Rights	-70,470	0
Inspector General			
<u>Decrease Cost</u>			
S1	Reduce Personnel Costs; LWOP for 3+ weeks by IG	-9,810	0
S2	Reduce Subobject Code 1633, Group Insurance, by \$4,000	-4,000	0
S3	Reduce Subobject Code 3149, Other Central Duplicating, by \$500	-500	0
S4	Reduce Subobject Code 3200, Outside Printing, by \$500	-500	0
S5	Reduce Subobject Code 3549, Education & Training, by \$1,000	-1,000	0
S6	Reduce Subobject Code 3602, Advertising, by \$500	-500	0
S7	Reduce Subobject Code 3700, Professional Memberships, by \$500	-500	0
S8	Reduce Subobject Code 3802, Furniture, by \$1,000	-1,000	0
S9	Reduce Subobject Code 4600, Books, by \$500	-500	0
S10	Reduce Subobject Code 5050, Meetings, by \$300	-300	0
		-18,610	0
	Inspector General	-18,610	0
Intergovernmental Relations			
<u>Reduce</u>			
S1	Professional Services - Reduce Health and Human Services Legislative Analyst Services	-25,730	0
		-25,730	0
	Intergovernmental Relations	-25,730	0
Legislative Oversight			
<u>Reduce</u>			
S1	Continue lapse of the Public Administration Intern position	-26,820	0
		-26,820	0
	Legislative Oversight	-26,820	0
Management and Budget			
<u>Reduce</u>			
S1	IT Staff Detailed to ERP	-63,060	0
S2	Budget Staff Detailed to Departments	-45,560	0
		-108,620	0
	Management and Budget	-108,620	0
Merit System Protection Board			
<u>Decrease Cost</u>			
S1	Group Health Insurance. Group insurance savings as staff's dependents no longer eligible for coverage.	-3,500	0
S2	Meetings: Meal/Snacks	-500	0
		-4,000	0
	Merit System Protection Board	-4,000	0
NDA - Desktop Modernization			
<u>Reduce</u>			
S1	Reduce PC Acquisition Costs for Desktop Computer Modernization Program	-882,000	0
		-882,000	0
	NDA - Desktop Modernization	-882,000	0

FY10 Savings Plan (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
NDA - Housing Opportunities Commission			
<u>Decrease Cost</u>			
S1	Salary and Benefit Lapse	-61,060	0
		-61,060	0
	NDA - Housing Opportunities Commission	-61,060	0
<hr/>			
Police			
<u>Decrease Cost</u>			
S1	Reduce fees paid to Safe Speed Contractor	-4,671,740	0
S2	Delay of the January 2010 Police Officer Candidates Class to April 2010	-618,000	0
S3	Motor Pool Chargeback	-1,568,000	0
		-6,857,740	0
	Police	-6,857,740	0
<hr/>			
Public Information			
<u>Eliminate</u>			
S1	Pedestrian safety funds	-14,130	0
		-14,130	0
<u>Shift</u>			
S2	Visual Information Specialist (graphic designer/production setup) position to the Cable Fund.	-21,510	0
		-21,510	0
	Public Information	-35,640	0
<hr/>			
Public Libraries			
<u>Decrease Cost</u>			
S12	Training	-10,000	0
S13	Driver Uniform & Equipment	-1,200	0
S14	Mileage Reimbursement, Non local travel & Board Meetings	-8,780	0
		-19,980	0
<u>Reduce</u>			
S1	Library Materials	-698,450	0
S2	Substitute Staffing	-112,940	0
S3	Sunday Service professional information staff at all eight locations to circulation staff only and maintain telephone Ask-A-Librarian located at Rockville - no hours reduction	-100,000	0
S4	Library Materials Processing	-14,500	0
S5	Human Resources Support	-7,270	0
S6	Library Materials Cataloging	-27,000	0
S7	Central Admin Support	-4,720	0
S8	Furnishings and Meeting Rooms	-30,000	0
S9	IT Replacement Equipment	-15,000	0
S10	Library Materials Delivery-Receiving	-17,060	0
S11	Materials Payments and Reception	-30,800	0
S15	Advertising (Jobs)	-1,500	0
		-1,059,240	0
	Public Libraries	-1,079,220	0
<hr/>			
Regional Services Centers			
<u>Decrease Cost</u>			
S1	Lapse Bethesda-Chevy Chase Regional Services Center, Assistant Director, Manager III	-22,340	0
S2	Lapse Bethesda-Chevy Chase Regional Services Center, Public Administrative Intern	-18,230	0
S3	Lapse Upcounty Regional Services Center, Program Specialist II	-11,930	0

18

Ref No.	Title	Total \$	Revenue
Regional Services Centers			
S4	Lapse East County Regional Services Center, Program Specialist II	-20,130	0
		-72,630	0
<u>Reduce</u>			
S5	Emerging Communities	-48,780	0
		-48,780	0
Regional Services Centers		-121,410	0
Sheriff			
<u>Decrease Cost</u>			
S3	Adjust Shifts to eliminate 4-12 Hospital Guard OT assignment	-53,710	0
		-53,710	0
<u>Eliminate</u>			
S2	Rookie Class, 3 candidates	-108,530	0
		-108,530	0
<u>Reduce</u>			
S1	Increase Civilian Laspe	-43,050	0
		-43,050	0
Sheriff		-205,290	0
State's Attorney			
<u>Decrease Cost</u>			
S1	Lapse One Office Services Coordinator Position	-35,010	0
S2	Lapse One Special Investigator Position	-57,380	0
S3	Reduction of Miscellaneous Operating Expenses	-25,150	0
S4	Return Two Administrative Vehicles to Fleet Management	-3,340	0
		-120,880	0
State's Attorney		-120,880	0
Technology Services			
<u>Decrease Cost</u>			
S6	Decrease Kronos Software Maintenance	-210,000	0
S10	Backup Tape Retention	-16,500	0
S11	Decrease number of FAX Lines for DTS from 9 to 1	-1,500	0
S12	Paper and Toner Purchase Reduction	-3,590	0
S13	paper Reduction: Printing Cost	-12,940	0
S14	Paper Reduction: Mail	-9,320	0
S15	Data Security Team Hardware Upgrades	-27,000	0
S16	Training	-100,000	0
S17	Enterprise Contractor Support	-30,000	0
		-410,850	0
<u>Reduce</u>			
S1	Reduce Cost for County-wide Spring 2010 Color Ortho-imagery Acquisition	-53,000	0
S2	Elimination of One (1) Communications Service Technician (grade 20) - ETSD	-32,970	0
S3	Elimination of One (1) Administrative Specialist (grade 23) - ETSD	-30,680	0
S4	Reduction in Voice Mail Replacement	-50,720	0
S5	Reduce IT Equipment Replacement	-58,280	0
S7	Reduce Public Safety Mobile Replacements	-200,000	0
S8	Reduce Server Replacements	-60,000	0
S9	Reduce Application Configuration Support for the IJIS Program	-37,330	0
		-522,980	0
Technology Services		-933,830	0
Transportation			

FY10 Savings Plan (Second Round)

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Transportation			
<u>Decrease Cost</u>			
S1	Printing & Postage	-8,060	0
S2	Reduction in Training, Memberships, etc.	-17,870	0
S3	Reduction in Parking Ticket Processing Contract	-21,200	0
S4	Reduction in Materials Inspection & Testing	-20,000	0
S5	Additional Lapse in Highway Maintenance	-66,570	0
S6	Additional Lapse in Traffic Engineering	-50,000	0
		-183,700	0
<u>Eliminate</u>			
S9	Raised Pavement Markers will not be installed	-100,000	0
S16	Elimination of Pedestrian Safety Education Efforts	-150,000	0
		-250,000	0
<u>Reduce</u>			
S7	Reduction in the Level of Shoulder Maintenance	-26,280	0
S8	Reduction in Bikeway Maintenance	-45,000	0
S10	Reduced Inspection of Short Span Bridges	-10,000	0
S11	Delay in Tree Removals	-200,000	0
S12	Reduction in the Level of Storm Drain Maintenance	-60,000	0
S13	Reduced Traffic Sign and Marking Materials	-100,000	0
S14	Reduction in Resurfacing/Patching effort	-437,060	0
S15	Delay Conversion of Pedestrian Signal Timing Devices to New Standard	-50,000	0
		-928,340	0
	Transportation	-1,362,040	0
	General Fund	-17,042,560	-61,270

Fire

Fire and Rescue Service

<u>Decrease Cost</u>			
S1	Lapse Senior Citizen Fire Safety Task Force Position	-69,460	0
S2	Lapse five non-uniform fire code inspector positions	-293,490	0
S3	Open Station 34 on June 1, 2010	-404,500	0
S5	Delay spring recruit class	-1,370,000	0
		-2,137,450	0
<u>Reduce</u>			
S4	Lapse five uniform positions in fire code enforcement	-102,000	0
S6	Abolish lieutenant position in fire code enforcement	-60,830	0
		-162,830	0
	Fire and Rescue Service	-2,300,280	0

Mass Transit

DOT-Transit Services

<u>Decrease Cost</u>			
S1	Get In operating costs	-68,000	0
S5	Transportation Action Partnership Grant and Bethesda Urban Partnership	-495,000	0
		-563,000	0
<u>Eliminate</u>			
S3	Suspend Friendship Heights Super Fare Share	-36,000	0
S4	Suspend North Bethesda Super Fare Share	-80,000	0
		-116,000	0

Ref No.	Title	Total \$	Revenue
DOT-Transit Services			
<u>Reduce</u>			
S2	Reductions to park and ride lot cleaning	-20,590	0
S6	Call and Ride Program to 1 Book a Month	-833,330	-85,420
S10	Ride On Bus Service	-1,200,000	-130,000
		-2,053,920	-215,420
DOT-Transit Services		-2,732,920	-215,420

Recreation

Recreation

Decrease Cost

S2	Financial Aid adjustment	0	300,000
S7	Support to the Maryland Senior Olympics	-48,080	0
		-48,080	300,000

Eliminate

S6	Seneca Valley Sports Academy	-96,950	0
		-96,950	0

Reduce

S1	Center for Diversity, Management Services: additional lapse	-78,770	0
S4	Seasonal staff	-66,620	0
S5	Planned Lifecycle Asset Replacment (PLAR)	-250,000	0
		-395,390	0

Shift

S3	CIP charges	-54,910	0
		-54,910	0

Recreation **-595,330** **300,000**

Urban District - Bethesda

Urban Districts

Decrease Cost

S1	Other Professional Services	-10,000	0
S2	Miscellaneous Operating Expenditures	-4,600	0
S3	Streetscape Maintenance	-2,000	0
S4	Bethesda Urban Partnership Contract	-84,810	0
		-101,410	0

Urban Districts **-101,410** **0**

Urban District - Silver Spring

Urban Districts

Decrease Cost

S1	Promotions	-9,000	0
S2	Tree Maintenance	-5,800	0
S3	Uniforms	-6,900	0
S4	Lapse Public Service Worker II	-41,500	0
S5	Miscellaneous Operating Expenditures	-5,800	0
S6	Supplies and Materials	-8,760	0
S7	Tools	-7,000	0
S8	Flowers	-2,000	0
		-86,760	0

Urban Districts **-86,760** **0**

Ref No.	Title	Total \$	Revenue
Urban District - Wheaton			
<i>Urban Districts</i>			
<u>Decrease Cost</u>			
S1	Parking Permits	-7,200	0
S2	Special County Functions, Meetings	-500	0
S3	Boards, Commissions, Meetings	-500	0
S4	Promotions	-2,800	0
S6	Banners, Flags	-3,720	0
S8	Safe Team Uniforms	-1,000	0
S9	Lapse	-15,020	0
		-30,740	0
<u>Reduce</u>			
S5	Streetsweeping	-7,110	0
S7	Georgia Avenue Enhancements	-11,950	0
		-19,060	0
	Urban Districts	-49,800	0
	MCG Tax Supported	-22,909,060	23,310
	Net Savings	-22,932,370	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

22

Ref No.	Title	Total \$	Revenue
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Cable Television

Cable Communications Plan

Decrease Cost

S1	PEG Equipment Emergency Repair Reserve	-30,000	0
S4	PEG Network Closed Captioning	-23,620	0
		-53,620	0

Reduce

S2	PEG Network Operating Expenses to Fund Staff Training and Knowledge Base Enhancement	-25,000	0
S3	PEG Network Equipment Replacement	-50,000	0
S5	Youth Media Programming	-26,550	0
S6	Lapse vacant CCM-PIO Visual Information Specialist (Editor) 0.2 WY	-18,450	0
		-120,000	0
	Cable Communications Plan	-173,620	0

Community Use of Public Facilities

Community Use of Public Facilities

Decrease Cost

S1	Other Reimbursements to MCPS	-68,180	0
S2	Lapse of Vacant Program Specialist I Position	-46,400	0
S3	Misc. Operating Expenses	-22,960	0
		-137,540	0
	Community Use of Public Facilities	-137,540	0

Liquor Control

Liquor Control

Enhance

S1	Inventory Reduction	0	667,430
		0	667,430
	Liquor Control	0	667,430

Montgomery Housing Initiative

Housing and Community Affairs

Decrease Cost

S1	Reduce Operating Expenses	-467,110	0
		-467,110	0
	Housing and Community Affairs	-467,110	0

Parking District - Bethesda

DOT-Parking Lot Districts

Eliminate

S8	Travel, Education and Organizational Dues	-6,290	0
		-6,290	0

Reduce

S1	Contract Grounds Maintenance	-21,120	0
S2	Contract Security	-34,190	0
S4	Print and Mail	-5,120	0
S5	Lapse Meter Shop Supervisor	-24,360	0
S6	Planning Specialist III	-25,860	0
S7	Public Service Worker II	-8,410	0

23

Ref No.	Title	Total \$	Revenue
DOT-Parking Lot Districts			
		-119,060	0
	DOT-Parking Lot Districts	-125,350	0

Parking District - Montgomery Hills

DOT-Parking Lot Districts

Eliminate

S6	Travel, Education and Membership Dues	-100	0
		-100	0

Reduce

S1	Contract Grounds Maintenance	-150	0
S2	Printing and Mail	-130	0
S3	Lapse Meter Shop Supervisor	-550	0
S4	Planning Specialist III	-560	0
S5	Public Service Worker II	-260	0
		-1,650	0
	DOT-Parking Lot Districts	-1,750	0

Parking District - Silver Spring

DOT-Parking Lot Districts

Eliminate

S8	Travel, Education and Membership Dues	-6,740	0
		-6,740	0

Reduce

S1	Contract Janitorial Services	-48,300	0
S2	Contract Grounds Maintenance	-10,640	0
S4	Print and Mail	-6,370	0
S5	Lapse Meter Shop Supervisor	-23,250	0
S6	Planning Specialist III	-25,860	0
S7	Public Service Worker II	-11,830	0
		-126,250	0
	DOT-Parking Lot Districts	-132,990	0

Parking District - Wheaton

DOT-Parking Lot Districts

Eliminate

S7	Travel, Education and Membership Dues	-750	0
		-750	0

Reduce

S1	Contract Painting	-5,000	0
S2	Contract Janitorial Services	-3,620	0
S3	Printing and Mail	-990	0
S4	Lapse Meter Shop Supervisor	-3,320	0
S5	Planning Specialist III	-3,930	0
S6	Public Service Worker II	-1,830	0
		-18,690	0
	DOT-Parking Lot Districts	-19,440	0

Permitting Services

Permitting Services

Ref No.	Title	Total \$	Revenue
Permitting Services			
<u>Decrease Cost</u>			
S1	Credit Card fee fo reflect actual	-406,010	0
		-406,010	0
	Permitting Services	-406,010	0
Solid Waste Collection			
DEP-Solid Waste Services			
<u>Decrease Cost</u>			
S1	Additional Savings in Refuse Collection Contract	-49,780	0
		-49,780	0
	DEP-Solid Waste Services	-49,780	0
Solid Waste Disposal			
DEP-Solid Waste Services			
<u>Decrease Cost</u>			
S1	Additional Savings in RRF program	-600,000	0
S2	Additional Savings in Out-of-County program	-570,430	0
S3	Additional Savings in Residential Recycling Program	-188,000	0
		-1,358,430	0
	DEP-Solid Waste Services	-1,358,430	0
Water Quality Protection Fund			
Environmental Protection			
<u>Decrease Cost</u>			
S1	Contractual Cost for Miscellaneous Stream Restoration Maintenance	-17,790	0
S2	Easement Preparation Assistance	-20,340	0
S3	Contractual Costs for Above-Ground Stormwater Management Facilities - Maintenance Program	-27,810	0
		-65,940	0
<u>Reduce</u>			
S4	Contractual Costs for Underground Stormwater Management Facilities - Maintenance Program	-52,530	0
S5	Contractual Costs - Low Impact Development - Residential	-6,670	0
S6	Contractual Costs - Streetsweeping	-8,300	0
		-67,500	0
	Environmental Protection	-133,440	0
	MCG Non-Tax Supported	-3,005,460	667,430
	Net Savings	-3,672,890	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

Ref No.	Title	Total \$	Revenue
Motor Pool			
DGS-Fleet Management Services			
<u>Reduce</u>			
S1	Non Public Safety Vehicle Replacement Deferrals	-970,410	0
		-970,410	0
	DGS-Fleet Management Services	-970,410	0
Printing & Mail			
General Services			
<u>Decrease Cost</u>			
S1	Reduce Purchase of Software	-65,000	0
S2	Reduce Purchase of Supplies	-32,930	0
		-97,930	0
	General Services	-97,930	0
MCG Internal Service Funds		-1,068,340	0
Net Savings		-1,068,340	
<i>(Total Exp. Savings & Revenue Changes)</i>			
MCG Total:		-26,982,860	690,740
MCG FY10 2nd Round Net Savings		-27,673,600	
<i>(Total Exp. Savings & Revenue Changes)</i>			

FY10 Savings Plan (Second Round)

MCPS Tax Supported

Ref No.	Title	Total \$	Revenue
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MCPS Current Fund

MCPS

Decrease Cost

S1	MCPS FY10 Savings Plan Round 2	-22,000,000	0
		-22,000,000	0
	MCPS	-22,000,000	0
MCPS Tax Supported		-22,000,000	0
Net Savings		-22,000,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			
MCPS Total:		-22,000,000	0
MCPS FY10 2nd Round Net Savings		-22,000,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			

FY10 Savings Plan (Second Round)

MC Tax Supported

Ref No.	Title	Total \$	Revenue
MC Current Fund			
Montgomery College			
<u>Decrease Cost</u>			
S1	Montgomery College FY10 Savings Plan Round 2	-1,700,000	0
		-1,700,000	0
	Montgomery College	-1,700,000	0
	MC Tax Supported	-1,700,000	0
	Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-1,700,000	
	MC Total:	-1,700,000	0
	MC FY10 2nd Round Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-1,700,000	

FY10 Savings Plan (Second Round)

M-NCPPC Tax Supported

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

M-NCPPC

Decrease Cost

S1	MNCPPC FY10 Savings Plan Round 2 - per MNCPPC memo dated 12/28/09	-448,000	0
		-448,000	0
	M-NCPPC	-448,000	0

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

M-NCPPC

Decrease Cost

S1	MNCPPC FY10 Savings Plan Round 2-per MNCPPC memo dated 12/28/09	-802,000	0
		-802,000	0
	M-NCPPC	-802,000	0

	M-NCPPC Tax Supported	-1,250,000	0
	Net Savings	-1,250,000	
	(Total Exp. Savings & Revenue Changes)		

	M-NCPPC Total:	-1,250,000	0
	M-NCPPC FY10 2nd Round Net Savings		
	(Total Exp. Savings & Revenue Changes)	-1,250,000	

FY10 Savings Plan (Second Round)

DS Tax Supported

Ref No.	Title	Total \$	Revenue
Debt Service			
<i>Debt Service</i>			
<u>Decrease Cost</u>			
S1	Debt Service FY10 Savings	-2,159,450	4,530,580
		-2,159,450	4,530,580
	Debt Service	-2,159,450	4,530,580
	DS Tax Supported	-2,159,450	4,530,580
	Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-6,690,030	
	DS Total:	-2,159,450	4,530,580
	DS FY10 2nd Round Net Savings <i>(Total Exp. Savings & Revenue Changes)</i>	-6,690,030	

20

WORKFORCE CHANGES

FY10 Savings Plan (Second Round)

Tax Supported

Bargaining Unit

	WY	FT	PT	Filled	Vacant	MCGEO	IAFF	FOP	Nonrep	TBD
Position Reductions										
Commission for Women	-	-2	0	-2	0	-1	0	0	-1	0
Consumer Protection	-	-1	0	-1	0	-1	0	0	0	0
DOT-Transit Services	-	-52	0	-32	-20	-52	0	0	0	0
Economic Development	-	-3	0	-3	0	-2	0	0	-1	0
Environmental Protection	-	0	-1	0	-1	-1	0	0	0	0
Fire and Rescue Service	-	-1	0	0	-1	0	-1	0	0	0
Health and Human Services	-	-2	0	0	-2	-2	0	0	0	0
Public Libraries	-	-4	-2	-4	-2	-6	0	0	0	0
Technology Services	-	-2	0	-2	0	-2	0	0	0	0
Position Reductions	-	-67	-3	-44	-26	-67	-1	0	-2	0
Tax Supported	-	-67	-3	-44	-26	-67	-1	0	-2	0
Total Net Change	-	-67	-3	-44	-26	-67	-1	0	-2	0

MCG Total Net Change	-	-67	-3	-44	-26	-67	-1	0	-2	0
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FY10 SAVINGS PLAN (Second Round) Description/Justification

MCG Tax Supported

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

Circuit Court

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

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

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

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

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

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

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

(32)

Ref No.	Title	\$	Revenue
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Circuit Court

Funding the requested Court Evaluator positions is crucial to core functions of the Montgomery County Circuit Court. Without a sufficient number of evaluators, not only will more cases be at risk for languishing in the system - which is expensive, often counterproductive, and damaging to the children and families involved - but in addition some cases may not receive the benefits of the Court's co-parenting program, or the evaluators' assessments and evaluations. To serve the best interests of County residents and, in particular, children involved in custody and access cases, the Montgomery County Circuit Court earnestly requests that the Montgomery County Government reinstate funding for these positions at the earliest possible time.

Circuit Court Total: -103,590 0

Commission for Women

S1 ELIMINATE: OFFICE SERVICES COORDINATOR -18,000 0
 It will be difficult to have consistent staffing of the Counseling and Career Center's front desk without this position. Workload of this position will have to be absorbed among the remaining staff of the department. Staff will require training to assume many of these duties. Efforts will also be made to recruit volunteers to assist with the creation and distribution of outreach materials for the Counseling and Career Center.

S2 ELIMINATE: SUPERVISORY THERAPIST POSITION -17,120 0
 The Department will eliminate the supervisory therapist position in the Counseling and Career Center. This reduction poses serious challenges to the oversight and operations of the Counseling and Career Center (CCC).

Providing professional counseling services for individuals and couples experiencing difficult transitions involving personal and/or career issues is a major program of the Commission for Women's Counseling and Career Center (CCC). Eliminating this position will require a restructuring of the Counseling and Career Center. At present, counseling is provided by four staff counselors, each part-time, working 22 hours per week, and six to seven interns who work an average of 20 hours per week during the academic year.

This incumbent recruits, trains and supervises all staff counselors and counseling interns, organizes and manages the professional training seminars attended by over 350 professional each year, handles crisis intervention, provides counseling, and is back-up management for the CCC. The majority of the coverage and supervision will be shifted to the Manager and remaining staff of the CCC. We will make every effort to minimize the impact on capacity through careful scheduling.

Because the administration, commission support, and direct service staff are at maximum capacity now, to avoid a decrease in service levels and revenues, eliminating these two positions will require the CCC to adjust its hours of operation. The Commission for Women itself, of necessity, will eliminate some committees and projects as its staff will have to assume responsibilities in the operations of the CCC.

Commission for Women Total: -35,120 0

Consumer Protection

S1 DECREASE COST: ABOLISH PROGRAM SPECIALIST I POSITION -33,030 0
 This position is responsible for administering the small business licensing program, including compliance, fee collection and merchant education and serves as staff to the Board of Registration. OCP will reassign these duties to OCP staff investigators and administrative support staff as appropriate. Program oversight will be assigned to OCP management staff. Attempt will be made to automate processing and enhance website to include more information for merchants.

S2 DECREASE COST: REDUCE COMMUNICATIONS -5,000 0
 Reduction based on historic data.

S3 DECREASE COST: REDUCE PRINTING/DUPLICATIONS -8,260 0
 Reduction based on historic data. OCP will enhance its webpage to make consumer education brochures, complaint forms, licensing applications, meeting and hearing minutes, newsletters and annual report directly accessible by residents.

S4 DECREASE COST: REDUCE MAIL -7,500 0
 Reduction based on historic data. OCP will incorporate more electronic means of distribution.

S5 DECREASE COST: REDUCE TRAVEL -3,500 0
 Reduction based on historic data. OCP will limit the number of site and merchant visits.

S6 DECREASE COST: REDUCE DUES/MEMBERSHIPS -1,500 0
 OCP will attempt to utilize more online reference materials.

33

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

34

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

35

Ref No.	Title	\$	Revenue
Finance			
	Suspend training and related travel expenses. Impact: Professional staff may not stay current with trends, opportunities and activities in their field.		
		Finance Total:	-185,980 0
General Services			
S1	REDUCE: CONTRACT JANITORIAL SERVICES AT EDISON PARK CAMPUS Janitorial services will not be performed on a daily basis	-175,000	0
S2	REDUCE: CONTRACT STRUCTURAL MAINTENANCE AT EDISON PARK CAMPUS Structural repairs will be done on unsafe conditions only.	-85,000	0
S3	REDUCE: CONTRACT JANITORIAL SERVICES AT COUNTY BUILDINGS Custodial services will be performed less frequently at County buildings.	-80,000	0
S4	REDUCE: CONTRACT MASONRY SERVICES Masonry repairs will be done on unsafe conditions only.	-49,000	0
S5	REDUCE: CONTRACT ELECTRICAL MAINTENANCE SERVICES Electrical services will be performed on an as-needed basis only for essential needs.	-50,000	0
S6	REDUCE: CONTRACT ELECTRICAL MAINTENANCE AT SEVEN LOCKS CORRECTIONAL FACILITY Electrical maintenance will be done on an as-needed basis only for essential needs.	-30,000	0
S7	REDUCE: OTHER PROFESSIONAL SERVICES - FACILITIES MAINTENANCE DIVISION This will reduce Facilities' ability to assess and address issues as they arise.	-33,000	0
S8	REDUCE: CONTRACT HVAC MAINTENANCE SERVICES HVAC maintenance services will be performed on an as-needed basis only for essential needs.	-60,000	0
S9	REDUCE: CONTRACT MOVING SERVICES This will eliminate all remaining funds for moving contractors. Any agencies requiring moving services will need to pay for the service from their budgets.	-20,780	0
S10	REDUCE: TEMPORARY OFFICE STAFFING CONTRACT General Services will be unable to hire temporary clerical and similar help. This may slow services to County agencies and make the Department less efficient.	-11,790	0
S11	REDUCE: MOTOR POOL Our contribution to the vehicle replacement fund	-88,750	0
S12	REDUCE: GENERAL OFFICE SUPPLIES DGS Division of Real Estate and Management Services will eliminate all further purchases of office supplies for the remainder of FY10.	-11,000	0
S13	REDUCE: OTHER PROFESSIONAL SERVICES - DIVISION OF REAL ESTATE AND MANAGEMENT SERVICES The Division of Real Estate and Management Services will be unable to purchase any new or additional consulting services for the remainder of FY10, potentially leading to decreased efficiency.	-87,390	0
S14	REDUCE: COMPUTER SOFTWARE Reducing computer software will restrain our ability for technological improvements in general fund service areas.	-20,000	0
S15	REDUCE: BOOKS AND REFERENCE MATERIALS DGS will not be able to purchase updated IT references, Real Estate guide references, leading to decreased efficiency.	-2,540	0
S16	REDUCE: COMPUTER EQUIPMENT PURCHASE DGS will be unable to purchase any new or additional computer equipment for the remainder of FY10 potentially leading to decreased efficiency.	-15,000	0
S17	REDUCE: ADVERTISING JOBS	-400	0

30

Ref No.	Title	\$	Revenue
General Services			
	Given the fiscal realities of the current year, DGS will not be advertising for any new or open positions.		
S18	REDUCE: ADVERTISING - CONTRACTS	-600	0
	In this economic climate, DGS will not be advertising for new contracts.		
	General Services Total:	-820,250	0
Health and Human Services			
S1	DECREASE COST: AFRICAN AMERICAN HEALTH PROGRAM-ELIMINATE BROKER CONTRACT FOR DATA SERVICES	-16,080	0
	There is no service impact. The Department anticipates, BETAH, a communications outreach, professional services, and technical support firm, will absorb this function using grant funds.		
S2	DECREASE COST: LATINO HEALTH INITIATIVE-AMA TU VIDA FESTIVAL	-3,650	0
	There is no service impact. In the past the program has leveraged funds from other sources to support the Ama Tu vida Festival		
S3	DECREASE COST: LATINO HEALTH INITIATIVE-REDUCE FUNDING FOR GRANT DEVELOPMENT	-2,500	0
	There is no service impact.		
S4	DECREASE COST: LATINO HEALTH INITIATIVE-REDUCE OFFICE SUPPLIES EXPENSES	-2,810	-160
	There is no service impact.		
S5	DECREASE COST: ASIAN AMERICAN HEALTH INITIATIVE-MISCELLANEOUS OPERATING EXPENSES	-7,420	-430
	There is no service impact.		
S6	DECREASE COST: COMMUNITY OUTREACH-REDUCE FUNDS FOR EDUCATION AND TRAINING	-15,100	-870
	There is no service impact.		
S7	DECREASE COST: COMMUNITY ACTION AGENCY-REDUCE MISCELLANEOUS OPERATING EXPENSES	-8,000	0
	There is no service impact.		
S8	DECREASE COST: CHILD WELFARE - MEDICAL SUPPLIES	-15,000	0
	There is no service impact.		
S9	SHIFT: FLEX FUNDS FOR INSTITUTIONAL CLOTHING ALLOWANCE - NOW FULLY COVERED BY HB669	-12,670	0
	There is no service impact. These expenses are now fully covered by State HB669 maintenance funds via CHESSE.		
S10	DECREASE COST: POST ADOPTION CONTRACT	-10,000	0
	There is no service impact. The vendor (Center for Adoption Support and Education (C.A.S.E)) is expected to come in under budget.		
S11	DECREASE COST: FRAMEWORK FOR FAMILIES CONTRACT	-10,000	0
	There is no service impact. The vendor (Family Services, Inc.) is expected to come in under budget.		
S12	SHIFT: PROTECTIVE SERVICES-WEEKEND COVERAGE CONTRACT CHARGES TO STATE HB669 ALLOCATION	-62,800	0
	There is no service impact. FY10 State HB669 dollars are available for this purpose.		
S13	SHIFT: COSTS FOR THREE POSITIONS FROM GENERAL FUND TO HB669-BASED ON FUNDING FROM THE DEPARTMENT OF HUMAN RESOURCES (DHR)	-244,000	-52,140
	DHR provided additional funding for Child Welfare Positions as part of the department's HB669 allocation. The department will shift existing general fund Child Welfare Services (CWS) positions to HB669.		
S14	DECREASE COST: LINKAGES TO LEARNING CONTRACTS	-30,000	0
	There is no service impact. This reduction is due to an error in the inflationary adjustment.		
S15	DECREASE COST: ELIMINATE FUNDING FOR VENDOR STAFF DEVELOPMENT FOR LINKAGES TO LEARNING	-10,000	0

Ref No.	Title	\$	Revenue
Health and Human Services			
	There is no service impact.		
S16	REDUCE: GEORGE B THOMAS LEARNING ACADEMY CONTRACT	-26,980	0
	This reduction will have a negligible service impact; it is approx. 0.03% of the total FY10 contract amount (\$955,464). We do not anticipate a service reduction but there may be a reduction in tutor to student ratio in one or two of their sites.		
S17	DECREASE COST: UNSPENT DOLLARS FOR DOWN-COUNTY LEVEL I OUTPATIENT SUBSTANCE ABUSE SERVICES - JUVENILE JUSTICE SERVICES	-72,000	0
	There is no service impact. As a result of an RFP, a vendor for this area was selected but no contract was executed because the vendor needed additional funds to operate a program in Silver Spring.		
S18	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES IN JUVENILE JUSTICE SERVICES	-3,000	0
	There is no service impact.		
S19	DECREASE COST: REDUCE MISCELLANEOUS OPERATING DOLLARS FOR THE HIGH SCHOOL WELLNESS CENTER	-5,000	0
	There is no service impact.		
S20	REDUCE: TRAVEL AND EQUIPMENT FUNDS FOR THE STREET OUTREACH NETWORK	-9,000	0
	This reduction will impact our ability to strengthen and build staff capacity by no longer being able to attend trainings. The reduction in equipment funds will impact our programmatic services as some of our equipment utilized for SON projects is becoming outdated and requires additional upgrades and improvements; thereby reducing the quality of service delivery for youth.		
S21	DECREASE COST: CONTRACT FOR THE YOUTH OPPORTUNITY CENTER	-10,000	0
	There is no service impact. The vendor (Identity, Inc.) is expected to come in under budget.		
S22	REDUCE: OUTREACH SERVICES CONTRACT	-20,000	0
	The vendor (Centro Familia) is doing two series of Early Literacy Learning parties with our Latino parents and providers. This reduction will likely have a minor impact on training but the Learning Parties have been picked up and implemented by other community partners through out the county. Office coverage for Centro Familia and telephone technical assistance for Latino care givers and parents is also a part of this contract. This technical assistance is a duplication of services that are funded by the state.		
S23	REDUCE: TECHNICAL ASSISTANCE TRAINING CONTRACT	-23,650	0
	There is minimal service impact. The vendor for this contract is Family Services, Inc.		
S24	REDUCE: LEARNING PARTIES OPERATING DOLLARS	-10,000	0
	There is minimal service impact.		
S25	REDUCE: IN HOME AIDE SERVICES (IHAS)-SAVINGS RESULTING FROM REDUCING MAXIMUM HOURS FROM 20 TO 14 HOURS PER WEEK, PER CLIENT	-120,000	0
	The IHAS Program will reduce the maximum allowable personal care hours from 20 to 14 hours per week, per client. This will bring the average number of hour provided to clients to between 8 and 10 hours and align the program with other jurisdictions around the state that average between 6 and 8 hours per week.		
S26	DECREASE COST: GROUP HOME SUBSIDY FUNDS UNDERUTILIZED IN FY10	-30,000	0
	This reduction is based on projected FY10 spending.		
S27	REDUCE: DD SUPPLEMENT (INDIVIDUAL SUPPORT SERVICES (ISS)/FAMILY SUPPORT SERVICES (FSS) REDUCTION)	-60,000	0
	The reduction will eliminate funding for Individual Support Services (ISS)/Family Support Services (FSS) in April 2010. Of the 2,622 Montgomery County clients served by providers receiving DD supplemental funding, 221 receive ISS/FSS services. The Department believes that a reduction of funding to support ISS will not cause a reduction in services for these clients. There are twelve agencies providing ISS services: the Jewish Social Services Agency (JSSA) is the only provider whose sole service is ISS. However, given the unfavorable economic situation, the proposal to eliminate supplemental funding for ISS/FSS (DD Supplement) services will adversely affect the fewest individuals and providers.		
S28	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES IN HEALTH PROMOTION AND PREVENTION	-100,000	-570
	This reduction is based on historical underspending.		



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

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

40

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



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

Ref No.	Title	\$	Revenue
Public Libraries			
	practical use without complete replacement or refurbishment.		
S9	REDUCE: IT REPLACEMENT EQUIPMENT MCPL uses printers, bar code scanners, computer mice and keyboards that are regularly worn out with hard use. The proposed reduction could result in slower service as service points are down for lack of working equipment. Some funds will be left to deal with those issues that would most reduce service effectiveness.	-15,000	0
S10	REDUCE: LIBRARY MATERIALS DELIVERY-RECEIVING Less library materials being purchased. Abolish 1 of 2 positions assigned to intake library materials. (Supply Tech. 1 FT).	-17,060	0
S11	REDUCE: MATERIALS PAYMENTS AND RECEPTION Less library materials being purchased. Abolish 1 of 2 positions assigned to pay library materials invoices. Transfer some payment to Business Office staff, redistribute other payment issues and other portfolio assignments between Business Office unit and Collection Management administration. Assume an imminent, non-RIF related retirement of one PAA FT.	-30,800	0
S12	DECREASE COST: TRAINING Leaves only enough funding to train staff on Integrated Library System upgrade, May 2009.	-10,000	0
S13	DECREASE COST: DRIVER UNIFORM & EQUIPMENT Reduce provision (in this year) of clothing, boots, gloves, and other equipment required by the bargaining agreement or needed for practical operation of the department's four trucks.	-1,200	0
S14	DECREASE COST: MILEAGE REIMBURSEMENT, NON LOCAL TRAVEL & BOARD MEETINGS MCPL has employed virtual meeting technologies and directed workgroups to decrease the number of meetings conducted. Changes in department processes have also reduced the frequency of certain meetings.	-8,780	0
S15	REDUCE: ADVERTISING (JOBS) Reduce recruitment of new staff	-1,500	0
Public Libraries Total:		-1,079,220	0

Regional Services Centers

S1	DECREASE COST: LAPSE BETHESDA-CHEVY CHASE REGIONAL SERVICES CENTER, ASSISTANT DIRECTOR, MANAGER III A delay in hiring the Assistant Director position will pose significant challenges to the oversight and operations of the Bethesda-Chevy Chase Regional Services Center (B-CC RSC) and may create lapses in services and in meeting administrative requirements. In its absence, the B-CC RSC is utilizing the Assistant Director of the UpCounty Regional Services Center for support.	-22,340	0
S2	DECREASE COST: LAPSE BETHESDA-CHEVY CHASE REGIONAL SERVICES CENTER, PUBLIC ADMINISTRATIVE INTERN A 4.5 month lapse on the Public Administration Intern Position will have minimal impacts, beyond existing office coverage and workload issues. This position has recently been approved for hiring. The timeframe lapsed is within the anticipated selection timeframe.	-18,230	0
S3	DECREASE COST: LAPSE UPCOUNTY REGIONAL SERVICES CENTER, PROGRAM SPECIALIST II A lapse of 5 months will eliminate the ability to provide new programs for the Upcounty community (i.e. Internet-based community forums) and support the planned transition of Clarksburg activities from the current Ombudsman whose position will not be funded after December 31. The lapse will also result in a significant reduction in current activities that introduce and publicize UpCounty Regional Services Center services (i.e. issue-related focus groups, business community forums, positive youth development strategies, senior village project, etc.).	-11,930	0
S4	DECREASE COST: LAPSE EAST COUNTY REGIONAL SERVICES CENTER, PROGRAM SPECIALIST II Lapsing the salary of the vacant part time Program Specialist II position will result in the elimination of new programs and a significant reduction in current programs such as ESOL, Jobs skills training and community focus groups. The absence of this funding will also considerably reduce the level of community outreach activities the Center is able to conduct in FY10.	-20,130	0
S5	REDUCE: EMERGING COMMUNITIES Each center has \$25,000 for emerging communities. This will leave a balance of approximately \$15,000 per center to assist emerging communities in FY10.	-48,780	0

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



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

Ref No.	Title	\$	Revenue
Technology Services			
	DTS has implemented electronic fax (eFAX) in mid year 2009, thereby reducing the need for fax lines.		
	To support County Executive's Green and Paper Reduction Initiatives, DTS utilized the eFAX gateway to implement the paperless eFAX. As a result of the implementation of eFAX, DTS is able to reduce the needs for printed inbound/outbound faxes and reduce the annual telecommunications chargeback by \$1,500 contributed to the FY10 mid-year savings.		
S12	DECREASE COST: PAPER AND TONER PURCHASE REDUCTION	-3,590	0
	In the memo dated October 12, 2009, the CAO implemented paper and printing cost reduction across County Government operations.		
	DTS developed a reduction plan to reduce the paper / printing / mail expenditures by 15 percent in FY10 and FY11. DTS believes that this reduction plan is achievable and will monitor the savings measures to ensure reduction targets are achieved while delivering IT customer services with no operational or service impact.		
S13	DECREASE COST: PAPER REDUCTION: PRINTING COST	-12,940	0
	In the memo dated October 12, 2009, the CAO implemented paper and printing cost reduction across County Government operations.		
	DTS developed a reduction plan to reduce the paper/printing/mail expenditures by 15 percent in FY10 and FY11. DTS believes that this reduction plan is achievable and will monitor the savings measures to ensure reduction targets are achieved while delivering IT customer services with no operational or service impact.		
S14	DECREASE COST: PAPER REDUCTION: MAIL	-9,320	0
	In the memo dated October 12, 2009, the CAO implemented paper and printing cost reduction across County Government operations.		
	DTS developed a reduction plan to reduce the paper/printing/mail expenditures by 15 percent in FY10 and FY11. DTS believes that this reduction plan is achievable and will monitor the savings measures to ensure reduction targets are achieved while delivering IT customer services with no operational or service impact.		
S15	DECREASE COST: DATA SECURITY TEAM HARDWARE UPGRADES	-27,000	0
	Due to moving some Security Team services to vendor-hosted solutions (SaaS/Cloud architecture), there is a decreased cost of County-owned hardware maintenance. This \$27,000 reduction in hardware maintenance reflects the reduced number of hardware servers that need to be maintained.		
S16	DECREASE COST: TRAINING	-100,000	0
	DTS will reduce its training funds during FY10 by \$100,000. This funding is used primarily to keep staff current on changes in technology and emerging trends, updating and maintaining workforce' knowledgebase, and making better use of the County's technological assets.		
S17	DECREASE COST: ENTERPRISE CONTRACTOR SUPPORT	-30,000	0
	Reduce the amount of contractor support to supplement County staff. Reduction of contractor support reduces the amount of preventive maintenance and monitoring that can be performed. This will increase the risk of system failures and extended outages. Increased failures or extended outages can adversely affect business operations across departments. DTS will continue to apply best practices to system operations to minimize the increased risk.		
Technology Services Total:		-933,830	0
Transportation			
S1	DECREASE COST: PRINTING & POSTAGE	-8,060	0
	Savings will be met without any reduction in service through: use of two sided copying whenever possible, use of electronic records rather than paper records, and the conversion of parking meter inspection and repair reports from paper to shared on-line electronic files.		
S2	DECREASE COST: REDUCTION IN TRAINING, MEMBERSHIPS, ETC.	-17,870	0
	Training and professional membership and dues are important elements in the Division of Transportation Engineering and this cut will limit professional development of staff.		
S3	DECREASE COST: REDUCTION IN PARKING TICKET PROCESSING CONTRACT	-21,200	0
	Funds pay for the database management and collection of parking tickets issued by the Department of Transportation (DOT) parking enforcement officers in residential parking permit areas and for all County Police issued parking tickets. Based on current contract costs and the volume of tickets issued, DOT believes it will be able support the projected reduction in costs		

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

MCG Tax Supported

Ref No.	Title	\$	Revenue
Transportation			
	without any reduction in the budgeted revenue based on this reduction.		
S4	DECREASE COST: REDUCTION IN MATERIALS INSPECTION & TESTING The level of necessary testing has decreased this year due to the decrease in the development taking place in the county.	-20,000	0
S5	DECREASE COST: ADDITIONAL LAPSE IN HIGHWAY MAINTENANCE The Division has a Lapse Plan to absorb the budgeted lapse. The impact of not filling these positions is that Highway crews will be short of the staff needed to perform some infrastructure repair.	-66,570	0
S6	DECREASE COST: ADDITIONAL LAPSE IN TRAFFIC ENGINEERING The Division has a Lapse Plan to absorb the budgeted lapse, no major impact is anticipated.	-50,000	0
S7	REDUCE: REDUCTION IN THE LEVEL OF SHOULDER MAINTENANCE This action will reduce the available funds for materials and supplies to perform routine and preventative repairs of roadway shoulders. This will result in increased costs in the long term if the transportation infrastructure requires replacement or refurbishment in the future.	-26,280	0
S8	REDUCE: REDUCTION IN BIKEWAY MAINTENANCE This eliminates the remainder of the budgeted bikeway maintenance for FY10. All off-road bikeways will not receive any maintenance for the remainder of the fiscal year. However, on-pavement bikeways will continue to be maintained as part of routine pavement maintenance, including sweeping and pavement repairs.	-45,000	0
S9	ELIMINATE: RAISED PAVEMENT MARKERS WILL NOT BE INSTALLED This action eliminates funding for the implementation of Raised Pavement Markers (RPMs) for FY 10. At the fully funded \$100,000 budget level, RPM's would have been installed on approximately 20 miles of roadways.	-100,000	0
S10	REDUCE: REDUCED INSPECTION OF SHORT SPAN BRIDGES Inspection of four short span bridges will be delayed as a result of this cut. The real impact will be that these four bridges will be inspected in FY 11 but other bridges scheduled for inspection in FY 11 will be pushed to FY 12.	-10,000	0
S11	REDUCE: DELAY IN TREE REMOVALS Approximately 200 trees that need to be removed will be delayed. Only trees creating an immediate danger will be removed.	-200,000	0
S12	REDUCE: REDUCTION IN THE LEVEL OF STORM DRAIN MAINTENANCE A purchase order in the amount of \$60,000 will be liquidated. This action will reduce the division's ability to maintain the storm drainage system and could result in more costly repairs over time.	-60,000	0
S13	REDUCE: REDUCED TRAFFIC SIGN AND MARKING MATERIALS This action would reduce the funds available for materials and supplies for the roadway marking, signing and traffic signal maintenance programs by approximately 10%. The impact will be primarily aesthetic as faded crosswalks, bent No Parking signs, etc, will be not be replaced. Missing signal pole caps will not be replaced resulting in potential water damage over time. Funds still remain to replace critical items such as knockdowns.	-100,000	0
S14	REDUCE: REDUCTION IN RESURFACING/PATCHING EFFORT Purchase orders for resurfacing in the amount of \$437,060 for work scheduled in the spring will be liquidated. Approximately 4 lane miles of planned roadway repairs will not be accomplished. Delaying the resurfacing and patching of these roadways will cause further long term structural failure to the aging roadway infrastructure requiring more costly rehabilitation/reconstruction efforts in the future.	-437,060	0
S15	REDUCE: DELAY CONVERSION OF PEDESTRIAN SIGNAL TIMING DEVICES TO NEW STANDARD This action will reduce the number of pedestrian signal timings that can be performed during FY 10 thereby deferring the implementation of the program. The reduction reflects a 22% cut in the total funding of this item.	-50,000	0
S16	ELIMINATE: ELIMINATION OF PEDESTRIAN SAFETY EDUCATION EFFORTS The Pedestrian Safety Initiative relies on the three E's to reduce the number of pedestrian collisions in the County: Engineering, Enforcement, and Education. The FY 10 pedestrian safety budget increased spending for education to \$150,000. This education effort was intended to change both motorist and pedestrian behavior leading to a reduction in the number of pedestrian collisions. It was programmed to be spent on: \$100,000 Contract: Firm specializing in educational outreach and behavior modification techniques; \$50,000 Contract Employee: Employee based in DOT would manage above contract and implement other education activities. Failure to implement a comprehensive and sustained education program would lessen the impact of the other engineering and enforcement investments the County is making to improve pedestrian safety in the county.	-150,000	0
Transportation Total:		-1,362,040	0

47

Ref No.	Title	\$	Revenue
General Fund Total:		-17,042,560	61,270

Fire

Fire and Rescue Service

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

Mass Transit

DOT-Transit Services

S1	DECREASE COST: GET IN OPERATING COSTS	-68,000	0
	The current participation rate is 89 county employees (as of January 2010) each employee receives \$35.00 a month to use transit as a commuting alternative.		
	This reduction is for the fare expense not needed for the current level of participation. Participation has been stable during the past few years. Transit does not anticipate any additional transit applicants this year.		
S2	REDUCE: REDUCTIONS TO PARK AND RIDE LOT CLEANING	-20,590	0
	Reduce \$10,590 - Reduction of mulching and weeding of flower beds. Reduction of tree pruning, delay crack/seal of lots at park and ride lots. \$10,000 from MES contract - reduction of trash collection at bus stops, from 3 times every two weeks to 2 times to every two weeks.		
S3	ELIMINATE: SUSPEND FRIENDSHIP HEIGHTS SUPER FARE SHARE	-36,000	0
	Suspend all expenditures in the Friendship Heights Super Fare Share program. The county will not subsidize employers that provide a subsidy to employees using transit to get to and from work.		
	Currently 42 employers with about 2,600 employees are enrolled, and over 500 employees receive transit benefits under this program. Unless these employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees, and a potential increase in the number of employees driving to work vs. using transit. Suspension of this program also will impact the TMD's ability to persuade additional Friendship Heights employers to provide transit benefits or to participate in other alternative mode programs with the County.		
S4	ELIMINATE: SUSPEND NORTH BETHESDA SUPER FARE SHARE	-30,000	0
	Currently 39 employers with over 7,000 employees are enrolled, and over 900 employees receive transit benefits under this program. Unless these employers increase their financial commitment, suspension of the program will result in a reduction in the transit benefits provided to employees, and a potential increase in the number of employees driving to work vs. using transit. Suspension of this program also will impact the TMD's ability to persuade other employers to provide transit benefits or to participate in other alternative mode programs with the County. Parking revenues in North Bethesda fund the Super		



Ref No.	Title	\$	Revenue
DOT-Transit Services			
	FareShare program for this area.		
S5	DECREASE COST: TRANSPORTATION ACTION PARTNERSHIP GRANT AND BETHESDA URBAN PARTNERSHIP	-495,000	0
	Transportation Action Partnership (TAP)- FY10 funding for TAP included just over \$200,000 (\$213,968) in funding carried over from the FY09 grant. The impact of this reduction will be that TAP will need to provide programs and services within the FY10 appropriation less \$245,000. Impact on functions should be minimal. However, some additional functions and expenses will be absorbed by Commuter Services Section as needed.		
	Bethesda Urban Partnership (BUP)- current contract for BUP is to provide commuter services in the Bethesda area. This reduction will mean that some functions performed by BUP will be assumed by CSS as needed.		
S6	REDUCE: CALL AND RIDE PROGRAM TO 1 BOOK A MONTH	-833,330	-85,420
	Reduce number of vouchers available to participants in the program by half which equates to \$60 a month per person.		
S10	REDUCE: RIDE ON BUS SERVICE	-1,200,000	-130,000
	There are 82,864 platform hours of service proposed for cuts. This represents 7.5% of the Ride On total. This equates to 1 million trips annually.		
	FY10 service cuts are slated for implementation on March 28, 2010.		
	This reduction is based on an aggressive service implementation timeline.		
	Any modifications to the service plan after January 4, 2010 will result in implementation delay due to creation of bus operator work assignments (necessary to achieve savings), federal public hearing requirements and labor rules regarding pick procedures		
	\$4.3 million in net savings is realized in FY11 and \$1.1 million in net savings is realized in FY10.		
	52 bus operator positions would be abolished		
	27 separate routes impacted		
	9 weekday routes would be eliminated		
	15 weekend services would be eliminated		
	4 route restructurings		
	Trips reduced on 10 routes		
	Services selected are generally under performing services (most exceed Ride On minimum performance standards)		
	Mass Transit Total:	-2,732,920	-215,420

Recreation

Recreation

S1	REDUCE: CENTER FOR DIVERSITY, MANAGEMENT SERVICES: ADDITIONAL LAPSE	-78,770	0
	The recently vacated MIII position in Management Services will be kept vacant until April 1. The detail of an OMB staff member will be continued at one day per week after January 15th. The costs of that detail have been netted from the lapse amount. In addition, the recently vacated Program Manager I at the Gilchrist Center will be kept vacant until April 1. This will have an impact on our ability to program classes and events.		
S2	DECREASE COST: FINANCIAL AID ADJUSTMENT	0	300,000
	The department has historically decreased fee revenue estimates in order to provide financial assistance to those in need. Residents apply to the department for assistance, providing documentation that they are in federal, state, or county assistance programs. Applications are approved up to the amount of the revenue reduction. Historically, no more than 65% of the authorized assistance has been used. The revenue budget has been increased by \$300,000 to reflect actual usage of the amount authorized.		
S3	SHIFT: CIP CHARGES	-54,910	0

49

Ref No.	Title	\$	Revenue
Recreation			
	<p>The Department manages a significant number of CIP project efforts including Community Recreation Centers, Aquatic Centers, Pools, and major renovation/replacement of facilities. Approximately one half of one eligible employee's time is dedicated to these functions exclusively. The amount shown represents the estimated hours (1040) of this dedicated work to be charged to the appropriate individual projects. It is estimated that the impact to any one individual project will not affect planning, design, construction, or equipping the various facilities.</p>		
S4	REDUCE: SEASONAL STAFF	-66,620	0
	Reduced staffing at various events will make it difficult for the department to adjust to changing circumstances.		
S5	REDUCE: PLANNED LIFECYCLE ASSET REPLACEMENT (PLAR)	-250,000	0
	Less maintenance will be performed and equipment lives will be extended on such items like tables, chairs, basketball rims, volleyball standards that need replacement on a periodic basis.		
S6	ELIMINATE: SENECA VALLEY SPORTS ACADEMY	-96,950	0
	The impact of not having this program is that approximately 80 high school youth would not have this activity to attend after school.		
	<p>Participants may derive personal enjoyment and satisfaction from these activities which encourage creative expression, skill development, and cultural awareness. Recreation staff provides positive role models and promotes group involvement, self direction, and fun. The recreation activities are offered as an incentive for teens to study and attend the academic support programs.</p> <p>By eliminating this program, teens would have access to academic support provided by the school two days per week; the recreational activities would be eliminated, thereby eliminating an incentive to attend the academic support sessions. Teens would not have the safe, supervised, planned activities to attend after school.</p>		
S7	DECREASE COST: SUPPORT TO THE MARYLAND SENIOR OLYMPICS	-48,080	0
	This reduction (\$48,080 of \$50,000) eliminates the Department's materials support. There is some private support, but it is unlikely to be able to cover this decrease. As this is a non-qualifying year there are fewer participants and somewhat lesser resources will be needed, but this will still have some impact. Recreation will continue to supply approximately \$15,000 of (un-budgeted) staff support to the event. Private support for the Maryland Senior Olympics is approximately \$12,000.		
Recreation Total:		-595,330	300,000

Urban District - Bethesda

Urban Districts

S1	DECREASE COST: OTHER PROFESSIONAL SERVICES	-10,000	0
	A reduction of \$10,000 from Other Professional Services (2598) eliminates the ability of the Regional Services Center to fund financial and management audits of the activities of the Bethesda Urban Partnership under the terms of the annual agreement. These funds were used in FY09 to fund a Department of Finance review of the Optional Method billing process. In FY10, planned expenditures included an assessment of replacement vehicles for the Bethesda Circulator.		
S2	DECREASE COST: MISCELLANEOUS OPERATING EXPENDITURES	-4,600	0
	Reduces the ability of the Bethesda Urban District to fund operating expenses, special programs, and projects. Anticipated uses of this funding in FY10 included improved participation in Greater BCC Chamber of Commerce events, improved signage for the RSC, Positive Youth Development activities, and a joint project with Bethesda Green to conduct outreach to small businesses.		
S3	DECREASE COST: STREETScape MAINTENANCE	-2,000	0
	A reduction in Streetscape Maintenance would result in longer delays in repairing and replacement of streetlights in the Bethesda Urban District. Timely streetlight replacement has been a top priority of the local business and residential communities		
S4	DECREASE COST: BETHESDA URBAN PARTNERSHIP CONTRACT	-84,810	0
	A reduction in the Bethesda Urban District contract would result in the elimination of planned promotional events and maintenance activities. Such a reduction may not be possible given the terms of the annual agreement with the Bethesda Urban Partnership (BUP), which authorizes the annual payment to BUP for their activities. A mutual agreement with BUP would need to be reached to amend the agreement.		

Urban District - Bethesda Total: -101,410 0

Urban District - Silver Spring



Ref No.	Title	\$	Revenue
Urban Districts			
S1	DECREASE COST: PROMOTIONS This cut will impact the graphic design of the following marketing items: Silver Spring Swings Summer Concert Series brochure, poster, and newspaper ad. General marketing piece for the Central Business District. Marketing materials associated with the Civic Building at Veterans Plaza, including rentals and their potential income	-9,000	0
S2	DECREASE COST: TREE MAINTENANCE Replace fewer trees.	-5,800	0
S3	DECREASE COST: UNIFORMS Fewer new uniforms will be ordered.	-6,900	0
S4	DECREASE COST: LAPSE PUBLIC SERVICE WORKER II Adjustments will be made to the service levels to accomodate.	-41,500	0
S5	DECREASE COST: MISCELLANEOUS OPERATING EXPENDITURES Fewer padlocks and duplicate keys will be purchased; fewer plaques and awards; limit equipment operations	-5,800	0
S6	DECREASE COST: SUPPLIES AND MATERIALS Fewer supplies and materials will be ordered.	-8,760	0
S7	DECREASE COST: TOOLS Fewer tools will be purchased. May result in delay of repair/maintenance for some pieces of equipment.	-7,000	0
S8	DECREASE COST: FLOWERS Fewer flowers will be planted in the spring.	-2,000	0
Urban District - Silver Spring Total:		-86,760	0

Urban District - Wheaton

Urban Districts

S1	DECREASE COST: PARKING PERMITS Savings to be realized by utilizing free parking at the Westfield Wheaton parking garage	-7,200	0
S2	DECREASE COST: SPECIAL COUNTY FUNCTIONS, MEETINGS Will reduce meeting refreshments	-500	0
S3	DECREASE COST: BOARDS, COMMISSIONS, MEETINGS Wheaton Urban District Advisory Committee handbook was prepared this year and placed on CD's for distribution, rather than bound paper copies. Savings was realized in paper, printing and binding costs.	-500	0
S4	DECREASE COST: PROMOTIONS Will reduce costs for talent at the Summer Concert series	-2,800	0
S5	REDUCE: STREETSWEEPING Reducing street sweeping services from three times per week to two times per week will have maintenance and environmental impacts .	-7,110	0
S6	DECREASE COST: BANNERS, FLAGS Presently American flags are displayed on downtown street light poles five times a year (Memorial Day, 4th of July, Veterans Day, Flag Day, and Patriots Day). By not displaying flags on Flag Day and Patriots Day we will be minimizing the impact of one of the initiatives that fosters a sense of community and place for downtown Wheaton.	-3,720	0
S7	REDUCE: GEORGIA AVENUE ENHANCEMENTS Maintenance services (i.e. graffiti removal, weeding, landscaping, etc.) will not be provided on one of the most utilized vehicular gateways to downtown Wheaton (Georgia Ave. from 495 to the southern boundary of the Central Business District).	-11,950	0
S8	DECREASE COST: SAFE TEAM UNIFORMS	-1,000	0
S9	DECREASE COST: LAPSE Lapse savings realized through vacancy of Urban District Public Service Aide position from July 1 to September 1.	-15,020	0

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

Cable Television

Cable Communications Plan

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

Community Use of Public Facilities

Community Use of Public Facilities

S1	DECREASE COST: OTHER REIMBURSEMENTS TO MCPS CUPF, under the authority of the Interagency Coordinating Board (ICB), reimburses MCPS for costs incurred in facilitating community use as required by Section 44-5A(b)(1) of the County Code. All weekend use of schools requires scheduling of at least one MCPS Building Services Worker at each school in use. Consolidation of groups, reducing the number of schools opened simultaneously, will reduce weekend staff reimbursement costs. As feasible, CUPF will restrict opening a school for use of only one room, and place groups in schools already open. Lower customer satisfaction is anticipated when customers are not able to be scheduled in their first location choice.	-68,180	0
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57

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

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

Liquor Control

Liquor Control

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

Montgomery Housing Initiative

Housing and Community Affairs

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

Parking District - Bethesda

DOT-Parking Lot Districts

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

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

Ref No.	Title	\$	Revenue
		Parking District - Bethesda Total: -125,350 0	

Parking District - Montgomery Hills

DOT-Parking Lot Districts

S1	REDUCE: CONTRACT GROUNDS MAINTENANCE Contract grounds maintenance reduced by 5%. Spring ornamental plantings will be eliminated.	-150	0
S2	REDUCE: PRINTING AND MAIL Reduce printing and mail to match the mandated FY11 reduction target. The Division will explore increased electronic out reach to replace flyers and other printed matter. Staff will utilize two sided printing whenever feasible. Staff will seek opportunities to use electronic rather than printed records.	-130	0
S3	REDUCE: LAPSE METER SHOP SUPERVISOR Lapse the currently vacant Maintenance Unit Supervisor position as a contribution to the budget goal. Circulate the Meter Mechanic staff through the position on an acting basis in order to provide experience and interim leadership. This process will result in reduced staffing of the Unit as a whole and may cause delays in meter inspections and extended the time required to perform preventive maintenance procedures.	-550	0
S4	REDUCE: PLANNING SPECIALIST III Planning Specialist III position has been vacant year to date. Hiring process has been extended based on difficulty finding a qualified pool of candidates. The position now has a rated pool of candidates and we have started the interview and selection process. Failure to fill the position to date has resulted in a back log of traffic orders and limited our ability to optimize parking space durations for maximum utilization and customer service.	-560	0
S5	REDUCE: PUBLIC SERVICE WORKER II A Public Service Worker II position in the Parking Maintenance Unit has been vacant year to date. An offer has been made to a candidate and accepted in the last few days. The new employee plans to start in January 2010.	-260	0
S6	ELIMINATE: TRAVEL, EDUCATION AND MEMBERSHIP DUES Freeze remaining balances in travel, education and organizational dues. Staff members may lose professional organizational accreditation. Staff will be encouraged to use no cost internet research to maintain their professional knowledge base.	-100	0

Parking District - Montgomery Hills Total: -1,750 0

Parking District - Silver Spring

DOT-Parking Lot Districts

S1	REDUCE: CONTRACT JANITORIAL SERVICES In the first phase savings plan janitorial services were cut by 13%. Further reduce contract janitorial services by 11% to a total of 24% for the year. The frequency of litter pickup in garages will be reduced. Trash may remain on the decks for several days and the general appearance of facilities will be adversely impacted.	-48,300	0
S2	REDUCE: CONTRACT GROUNDS MAINTENANCE Reduce grounds maintenance by 40%. Spring ornamental plantings will be eliminated. Shrub and tree trimming will be eliminated. Mowing will be reduced in frequency.	-10,640	0
S4	REDUCE: PRINT AND MAIL Reduce printing and mail to match the mandated FY11 reduction target. The Division will explore increased electronic out reach to replace flyers and other printed matter. Staff will utilize two sided printing whenever feasible. Staff will seek opportunities to use electronic rather than printed records.	-6,370	0
S5	REDUCE: LAPSE METER SHOP SUPERVISOR Lapse the currently vacant Maintenance Unit Supervisor position as a contribution to the budget goal. Circulate the Meter Mechanic staff through the position on an acting basis in order to provide experience and interim leadership. This process will result in reduced staffing of the Unit as a whole and may cause delays in meter inspections and extended the time required to perform preventive maintenance procedures.	-23,250	0
S6	REDUCE: PLANNING SPECIALIST III Planning Specialist III position has been vacant year to date. Hiring process has been extended based on difficulty finding a qualified pool of candidates. The position now has a rated pool of candidates and we have started the interview and selection process. Failure to fill the position to date has resulted in a back log of traffic orders and limited our ability to optimize parking space durations for maximum utilization and customer service.	-25,860	0

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

Ref No.	Title	\$	Revenue
DOT-Parking Lot Districts			
S7	REDUCE: PUBLIC SERVICE WORKER II A Public Service Worker II position in the Parking Maintenance Unit has been vacant year to date. An offer has been made to a candidate and accepted in the last few days. The new employee plans to start in January 2010.	-11,830	0
S8	ELIMINATE: TRAVEL, EDUCATION AND MEMBERSHIP DUES Freeze remaining balances in travel, education and organizational dues. Staff members may lose professional organizational accreditation. Staff will be encouraged to use no cost internet research to maintain their professional knowledge base.	-6,740	0
Parking District - Silver Spring Total:		-132,990	0

Parking District - Wheaton

DOT-Parking Lot Districts

S1	REDUCE: CONTRACT PAINTING Contract painting was reduced by 39% in the first savings plan. It will be further reduced by 10% to a total of 49%. The 2 year striping painting cycle will be extended from 2 years to 4 years. Parking customers may find it increasingly difficult to properly identify spaces and facility capacity may be reduced due to vehicles parking across space lines.	-5,000	0
S2	REDUCE: CONTRACT JANITORIAL SERVICES Reduce contract janitorial services by 6% for the year. The frequency of litter pickup in garages and on surface parking lots will be reduced. The general appearance of facilities will be adversely impacted.	-3,620	0
S3	REDUCE: PRINTING AND MAIL Reduce printing and mail to match the mandated FY11 reduction target. The Division will explore increased electronic out reach to replace flyers and other printed matter. Staff will utilize two sided printing whenever feasible. Staff will seek opportunities to use electronic rather than printed records	-990	0
S4	REDUCE: LAPSE METER SHOP SUPERVISOR Lapse the currently vacant Maintenance Unit Supervisor position as a contribution to the budget goal. Circulate the Meter Mechanic staff through the position on an acting basis in order to provide experience and interim leadership. This process will result in reduced staffing of the Unit as a whole and may cause delays in meter inspections and extended the time required to perform preventive maintenance procedures.	-3,320	0
S5	REDUCE: PLANNING SPECIALIST III Planning Specialist III position has been vacant year to date. Hiring process has been extended based on difficulty finding a qualified pool of candidates. The position now has a rated pool of candidates and we have started the interview and selection process. Failure to fill the position to date has resulted in a back log of traffic orders and limited our ability to optimize parking space durations for maximum utilization and customer service.	-3,930	0
S6	REDUCE: PUBLIC SERVICE WORKER II A Public Service Worker II position in the Parking Maintenance Unit has been vacant year to date. An offer has been made to a candidate and accepted in the last few days. The new employee plans to start in January 2010.	-1,830	0
S7	ELIMINATE: TRAVEL, EDUCATION AND MEMBERSHIP DUES Freeze remaining balances in travel, education and organizational dues. Staff members may lose professional organizational accreditation. Staff will be encouraged to use no cost internet research to maintain their professional knowledge base.	-750	0
Parking District - Wheaton Total:		-19,440	0

Permitting Services

Permitting Services

S1	DECREASE COST: CREDIT CARD FEE FO REFLECT ACTUAL DPS will reduce the budgeted expense for credit card fees to more appropriately reflect the actual credit card fees being charged. This is a budgetary correction, and would therefore have no impact on operations.	-406,010	0
Permitting Services Total:		-406,010	0

Solid Waste Collection

DEP-Solid Waste Services

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

Ref No.	Title	\$	Revenue
DEP-Solid Waste Services			
S1	DECREASE COST: ADDITIONAL SAVINGS IN REFUSE COLLECTION CONTRACT	-49,780	0
Solid Waste Collection Total:		-49,780	0

Solid Waste Disposal

Ref No.	Title	\$	Revenue
DEP-Solid Waste Services			
S1	DECREASE COST: ADDITIONAL SAVINGS IN RRF PROGRAM The Resource Recovery Facility (RRF) is projecting a savings of (\$600,000) due largely to an electricity pilot, higher electricity sales, and lower costs for air pollution reagents.	-600,000	0
S2	DECREASE COST: ADDITIONAL SAVINGS IN OUT-OF-COUNTY PROGRAM Efficiency savings resulting from increasing average load weights and shortening travel distances for rubble recycling (using Maryland facility instead of Virginia facility)	-570,430	0
S3	DECREASE COST: ADDITIONAL SAVINGS IN RESIDENTIAL RECYCLING PROGRAM Savings resulting from FY10 actual contract CPI slightly lower than budgeted.	-188,000	0
Solid Waste Disposal Total:		-1,358,430	0

Water Quality Protection Fund

Ref No.	Title	\$	Revenue
Environmental Protection			
S1	DECREASE COST: CONTRACTUAL COST FOR MISCELLANEOUS STREAM RESTORATION MAINTENANCE There is no service impact. The contractual cost for Miscellaneous Stream Restoration Maintenance in FY10 is less than originally anticipated.	-17,790	0
S2	DECREASE COST: EASEMENT PREPARATION ASSISTANCE There is no service impact. Due to current limited staffing resources for this program, DEP anticipates a lower level of implementation in FY10 and therefore no adverse impact from the reduction in the short-term.	-20,340	0
S3	DECREASE COST: CONTRACTUAL COSTS FOR ABOVE-GROUND STORMWATER MANAGEMENT FACILITIES - MAINTENANCE PROGRAM This budgetary action defers maintenance of the least critical components on above-ground stormwater management facilities.	-27,810	0
S4	REDUCE: CONTRACTUAL COSTS FOR UNDERGROUND STORMWATER MANAGEMENT FACILITIES - MAINTENANCE PROGRAM The savings from underground maintenance assumes that DEP will only perform a cleaning of the facility. Unless absolutely necessary, no replacements of filter media, parts, etc. have been budgeted for the remainder of the year. DEP is not anticipating any major filter media replacements.	-52,530	0
S5	REDUCE: CONTRACTUAL COSTS - LOW IMPACT DEVELOPMENT - RESIDENTIAL Due to installation delays from fall 2009 to spring 2010, the number of projects in Rainscapes Rock Creek Neighborhoods has been reduced from the 15 originally planned to 13. The current reduction of \$6,670 results in a total FY10 reduction of \$13,240 for 2 projects (\$6,670 per project).	-6,670	0
S6	REDUCE: CONTRACTUAL COSTS - STREETSWEEPING Projected streetsweeping of arterial routes will be reduced from 12 to 10 sweepings per year. Depending on weather conditions, no sweeping in January and February or March would have minimal impact from an environmental standpoint.	-8,300	0
Water Quality Protection Fund Total:		-133,440	0

MCG Non-Tax Supported Total:	-3,005,460	667,430
Net Savings:	-3,672,890	
<i>(Total Exp. Savings & Revenue Changes)</i>		

Motor Pool

50

FY10 Savings Plan (2nd Rnd)- Description/Justification **MCG Internal Service Funds**

Ref No.	Title	\$	Revenue
DGS-Fleet Management Services			
S1	REDUCE: NON PUBLIC SAFETY VEHICLE REPLACEMENT DEFERRALS	-970,410	0
	To acheive required savings and maintain CE priorities, Fleet Management will suspend both replacement collections and replacment purchases for non public safety vehicles for the remainder of the fiscal year. Departments affected are all tax-supported agencies.		
Motor Pool Total:		-970,410	0

Printing & Mail

General Services

S1	DECREASE COST: REDUCE PURCHASE OF SOFTWARE	-65,000	0
	We will reduce the purchase of software by \$65,000 which will affect upgrades to existing systems and hamper productivity.		
S2	DECREASE COST: REDUCE PURCHASE OF SUPPLIES	-32,930	0
	We will reduce the purchase of supplies by \$32,930 which will affect our ability to serve customers quickly and efficiently.		
Printing & Mail Total:		-97,930	0

MCG Internal Service Funds Total:	-1,068,340	0
Net Savings:	-1,068,340	
(Total Exp. Savings & Revenue Changes)		

MCG Total:	-26,982,860	690,740
MCG FY10 Net Savings	-27,673,600	
(Total Exp. Savings & Revenue Changes)		

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

MCPS Tax Supported

Ref No.	Title		\$	Revenue
MCPS Current Fund				
MCPS				
S1	DECREASE COST: MCPS FY10 SAVINGS PLAN ROUND 2		-22,000,000	0
	MCPS Current Fund Total:		-22,000,000	0
	MCPS Tax Supported Total:		-22,000,000	0
	Net Savings:		-22,000,000	
	<i>(Total Exp. Savings & Revenue Changes)</i>			
	MCPS Total:		-22,000,000	0
	MCPS FY10 Net Savings		-22,000,000	
	<i>(Total Exp. Savings & Revenue Changes)</i>			



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

MC Tax Supported

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

S1	DECREASE COST: MONTGOMERY COLLEGE FY10 SAVINGS PLAN ROUND 2	-1,700,000	0
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MC Current Fund Total:		-1,700,000	0
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MC Tax Supported Total:		-1,700,000	0
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Net Savings:		-1,700,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			

MC Total:		-1,700,000	0
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MC FY10 Net Savings		-1,700,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			



FY10 Savings Plan (2nd Rnd)- Description/Justification **M-NCPPC Tax Supported**

Ref No.	Title	\$	Revenue
M-NCPPC Administration			
M-NCPPC			
S1	DECREASE COST: MNCPPC FY10 SAVINGS PLAN ROUND 2 - PER MNCPPC MEMO DATED 12/28/09	-448,000	0
M-NCPPC Administration Total:		-448,000	0
M-NCPPC Park (w/out Debt Serv.)			
M-NCPPC			
S1	DECREASE COST: MNCPPC FY10 SAVINGS PLAN ROUND 2-PER MNCPPC MEMO DATED 12/28/09	-802,000	0
M-NCPPC Park (w/out Debt Serv.) Total:		-802,000	0
M-NCPPC Tax Supported Total:		-1,250,000	0
Net Savings:		-1,250,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			
M-NCPPC Total:		-1,250,000	0
M-NCPPC FY10 Net Savings		-1,250,000	
<i>(Total Exp. Savings & Revenue Changes)</i>			

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

DS Tax Supported

Ref No.	Title	\$	Revenue
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Debt Service

Debt Service

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

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

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

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

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

(61)

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

January 12, 2010

MEMORANDUM

To: Members of the Board of Education
From: Jerry D. Weast, Superintendent of Schools
Subject: Monthly Financial Report and Year-end Projections, as of November 30, 2009

This financial report reflects the actual financial condition of Montgomery County Public Schools (MCPS) as of November 30, 2009, and projections through June 30, 2010, based on program requirements and estimates made by primary and secondary account managers. At this time, revenues have a projected surplus of \$400,000, while expenses have a projected surplus of \$13,800,000. The county contribution also has decreased by \$2.0 million because of a shift in revenue resulting from additional federal grants under the *American Recovery and Reinvestment Act of 2009* (ARRA). This results in a greater county year-end fund balance. Staff will continue to closely monitor both revenues and expenditures. A discussion of the actual financial condition of MCPS as of November 30, 2009, and projected revenues and expenditures through June 30, 2010, follows.

REVENUE

Total revenue is projected to be \$2,215,885,653. This amount is \$400,000 greater than the revised budgeted amount. Projected county, state, federal, and other revenues are described below.

County

The projected revenue from the county is \$1,527,556,425. This is a decrease of \$1,998,002, compared with the original FY 2010 Operating Budget. The decrease results from a shift in revenue from county funding to supported projects to recognize additional federal funding received through ARRA, which results in a higher amount of year-end fund balance in the county General Fund.

State

The projected revenue from the state is \$441,089,248. This is \$1,000,000 more than the amount budgeted and is the result of an increase in projected reimbursement for special education non-public placement tuition. The amount of projected state revenue does not reflect the potential effect of a penalty resulting from a failure by Montgomery County to provide local funding at the required maintenance of effort level.

On November 30, 2009, Dr. Nancy S. Grasmick, state superintendent of schools, notified Mr. Isiah Leggett, county executive, that Montgomery County is not in compliance with this legal requirement. She informed the county executive that the state of Maryland is authorized to suspend payment of state aid due the county for the current fiscal year.

Federal

The projected revenue from Impact Aid is \$245,000.

Other

The projected revenue from other sources is \$5,389,568. This is \$600,000 less than the amount budgeted and is the result of lower than anticipated investment income due to reduced interest rates.

Appropriated Fund Balance

The projected revenue from appropriated fund balance is \$50,383,758.

Enterprise Funds

The projected revenue from enterprise funds is \$56,309,104.

Supported Projects

The anticipated revenue for supported projects is \$134,912,550. This estimate includes \$8,559,184 carried forward from FY 2009. Projects approved through November 30, 2009, have been assigned \$129,811,426. This estimate also includes \$1,998,022 in revenue shifted from county funding to supported projects to recognize additional federal funding received through ARRA, which results in a higher amount of year-end fund balance in the county General Fund.

EXPENDITURES

There is a projected surplus of \$13,800,000. There are projected surpluses in Category 1, Administration; Category 2, Mid-level Administration; Category 3, Instructional Salaries; Category 4, Textbooks and Instructional Supplies; Category 5, Other Instructional Costs; Category 6, Special Education; Category 9, Student Transportation; Category 10, Operation of Plant and Equipment; and Category 12, Fixed Charges.

As a result of increasing concerns about the fiscal outlook for the remainder of FY 2010, comprehensive expenditure restrictions were imposed on August 20, 2009, requiring managers to make only absolutely necessary expenditures for the remainder of the fiscal year. Each manager included the impact of these comprehensive expenditure restrictions with their expenditure projections for the remainder of the fiscal year. Based on a review of the expenditure

projections, an estimate of how year-end expenditures will be reduced has been made. The estimates incorporated in this monthly financial report reflect measures already implemented to reduce expenditures.

Due to the deteriorating fiscal condition affecting Montgomery County, the county executive has requested agencies to increase the level of FY 2010 budget savings. As a result of this request, MCPS is reviewing all projected expenditures to make additional savings. The additional measures will include more stringent expenditure restrictions, an examination of all exempt accounts to identify savings opportunities, a complete review of exceptions to the current restrictions to allow only those that are absolutely essential, an analysis of active encumbrances to consider which can be canceled without further payments, a review of approved temporary employment, and other steps that can be expected to increase the amount of FY 2010 savings. The effect of these additional measures will be reflected in future financial reports.

The following provides an explanation for each of the categorical variations:

Category 1 – Administration

The projected surplus of \$1,000,000 in Category 1, Administration is unchanged from last month. The surplus is primarily a result of savings resulting from the comprehensive expenditure restrictions imposed on August 20, 2009, including savings in position salaries.

Category 2 – Mid-level Administration

The projected surplus of \$1,700,000 has increased by \$300,000 to \$2,000,000 in Category 2, Mid-level Administration. The increase is mostly due to lower expenditures for contractual services in local accounts resulting from increased grant revenue. The surplus is primarily a result of savings in non-position salary accounts and in non-personnel accounts, both resulting from the comprehensive expenditure restrictions imposed on August 20, 2009. There also are savings in position salary accounts due to higher lapse and turnover.

Category 3 - Instructional Salaries

There is a projected surplus of \$500,000 in Category 3, Instructional Salaries. The surplus is primarily a result of savings in non-position salary accounts resulting from the comprehensive expenditure restrictions imposed on August 20, 2009.

Category 4—Textbooks and Instructional Supplies

The projected surplus of \$1,500,000 has increased by \$1,500,000 to \$3,000,000 in Category 4, Textbooks and Instructional Supplies. The increase is mostly due to a reduction in projected central purchases of textbooks and instructional materials based on the comprehensive expenditure restrictions. The surplus is based on the effect of the comprehensive expenditure restrictions imposed on August 20, 2009. School allocations for textbooks and instructional supplies are exempt from the expenditure restrictions, but savings are projected in centrally purchased materials.

Category 5—Other Instructional Costs

The projected surplus of \$1,000,000 has increased by \$300,000 to \$1,300,000 in Category 5, Other Instructional Costs. The increase is mostly due to lower than projected expenditures for contractual services, including copier maintenance. The surplus is based on the effect of the comprehensive expenditure restrictions imposed on August 20, 2009. The surplus is primarily a result of restrictions on furniture and equipment purchases. The surplus also is a result of restrictions on travel and a variety of other expenditures, including staff development activities.

Category 6 – Special Education

The projected surplus of \$1,200,000 has increased by \$300,000 to \$1,500,000 in Category 6, Special Education. The increase in the projected surplus is the result of increased salary lapse and turnover savings. The surplus is partially the result of higher than anticipated salary lapse and turnover savings. In addition, savings in non-salary accounts have been generated as a result of the comprehensive expenditure restrictions imposed on August 20, 2009.

Category 9 – Student Transportation

The projected surplus of \$1,000,000 has decreased by \$200,000 to \$800,000 in Category 9, Student Transportation. The decrease in the surplus is due to lower salary lapse and turnover savings. The surplus is primarily a result of reduced projections of personnel costs due to reductions in the need for regular rate overtime salaries for bus operators. The cost of diesel fuel for buses is close to budget. The FY 2010 budgeted amount for diesel fuel per gallon is \$2.50. Current projections are based on an average price of \$2.50 per gallon.

Category 10 – Operation of Plant and Equipment

The projected surplus of \$2,500,000 has increased by \$200,000 to \$2,700,000 in Category 10, Operation of Plant and Equipment. The additional surplus is a result of lower than anticipated electricity rates. MCPS has benefited from strategies to lock in prices for electricity and natural gas purchases through competitive bidding. Savings also are the result of conservation efforts that have helped to reduce actual usage of utilities.

Category 12 – Fixed Charges

There is a projected surplus of \$1,000,000 in Category 12, Fixed Charges. The surplus is a result of lower than anticipated locally funded costs for the Employee Benefit Plan (EBP) because of an increased amount supported by grant revenue.

JDW:LAB:MCS:sz

Attachments

65

MONTGOMERY COUNTY PUBLIC SCHOOLS
Monthly Financial Report and Year-end Projections
As of November 30, 2009

REVENUE

Source	Original Budget	Revised Budget(a)	As of 11/30/2009	As of 10/31/2009	Over (Under) Revised Budget
County	\$ 1,529,554,447	\$ 1,527,556,425 (d)	\$ 1,527,556,425	\$ 1,528,258,555	\$ -
State	440,089,248	440,089,248	441,089,248	441,089,248	1,000,000
Federal	245,000	245,000	245,000	245,000	-
Other	5,989,568	5,989,568	5,389,568	5,389,568	(600,000)
Appropriated fund balance	44,200,000	50,383,758 (b)	50,383,758	50,383,758	-
Subtotal	<u>2,020,078,263</u>	<u>2,024,263,999</u>	<u>2,024,663,999</u>	<u>2,025,366,129</u>	<u>400,000</u>
Food Services	47,821,972	47,821,972	47,821,972	47,821,972	-
Real Estate Management	2,651,095	2,698,525	2,698,525	2,698,525	-
Field Trip	2,314,716	2,314,742	2,314,742	2,314,742	-
Entrepreneurial Activities	1,774,100	1,784,924	1,784,924	1,784,924	-
Instructional Television	1,581,510	1,688,941	1,688,941	1,688,941	-
Supported Projects	<u>124,355,344</u>	<u>134,912,550 (c) (d)</u>	<u>134,912,550</u>	<u>134,210,420</u>	<u>-</u>
Total	<u>\$ 2,200,577,000</u>	<u>\$ 2,215,485,653</u>	<u>\$ 2,215,885,653</u>	<u>\$ 2,215,885,653</u>	<u>\$ 400,000</u>

Notes:

- (a) Revised budget includes carryover of prior year encumbrances.
(b) Includes \$6,183,758 for prior year encumbrances.
(c) Includes \$8,559,184 carried forward from FY 2009.
(d) Includes \$1,998,022 revenue shift from local to supported projects to recognize additional IDEA and ARRA funds received.

MONTGOMERY COUNTY PUBLIC SCHOOLS
Monthly Financial Report and Year-end Projections
As of November 30, 2009

EXPENDITURES

Category	Authorized Expenditures	Expenditures and Encumbrances 11/30/2009	Projected Expenditures 6/30/2010	Current Report Projected Year-end Balance	Prior Report Projected Year-end Balance	Variance Over (Under)	(a) Percentage
01 Administration	\$ 41,894,433	\$ 36,914,015	\$ 3,980,418	\$ 1,000,000	\$ 1,000,000	\$ -	2.39
02 Mid-level Administration	133,418,317	129,898,409	1,519,908	2,000,000	1,700,000	300,000	1.50
03 Instructional Salaries	823,055,679	795,607,529	26,948,150	500,000	-	500,000	0.06
04 Textbooks and Supplies	30,877,515	18,844,223	9,033,292	3,000,000	1,500,000	1,500,000	9.72
05 Other Instructional Costs	12,589,052	5,383,588	5,905,464	1,300,000	1,000,000	300,000	10.33
06 Special Education	249,645,642	237,562,106	10,583,536	1,500,000	1,200,000	300,000	0.60
07 Student Personnel Services	10,090,371	10,132,149	(41,778)	-	-	-	-
08 Health Services	41,002	20,344	20,658	-	-	-	-
09 Student Transportation	92,993,511	68,895,679	23,297,832	800,000	1,000,000	(200,000)	0.86
10 Operation of Plant and Equipment	91,027,198	68,491,537	19,835,661	2,700,000	2,500,000	200,000	2.97
11 Maintenance of Plant	34,416,987	29,363,917	5,053,070	-	-	-	-
12 Fixed Charges	424,626,970	179,604,384	244,022,586	1,000,000	-	1,000,000	0.24
14 Community Services	50,000	50,000	-	-	-	-	-
Debt Service	79,537,322	27,393,113	52,144,209	-	-	-	-
Subtotal	2,024,263,999	1,608,160,993	402,303,006	13,800,000	9,900,000	3,900,000	0.68
61 Food Services	47,821,972	28,007,850	19,814,122	-	-	-	-
51 Real Estate Management	2,698,525	2,013,881	684,644	-	-	-	-
71 Field Trip	2,314,742	723,434	1,591,308	-	-	-	-
81 Entrepreneurial Activities	1,784,924	1,052,254	732,670	-	-	-	-
37 Instructional Television Supported Projects	1,688,941	1,240,340	448,601	-	-	-	-
	134,912,550	80,706,146	54,206,404	-	-	-	-
Total	<u>\$ 2,215,485,653</u>	<u>\$ 1,721,904,898</u>	<u>\$ 479,780,755</u>	<u>\$ 13,800,000</u>	<u>\$ 9,900,000</u>	<u>\$ 3,900,000</u>	0.62

Note:

(a) Percentage of projected year-end balance to authorized expenditures.

67



Office of the President

January 19, 2010

The Honorable Nancy Floreen
President
Montgomery County Council
Stella B. Werner Council Office Building
100 Maryland Avenue
Rockville, Maryland 20850

Dear Council President Floreen:

Montgomery College understands the difficult financial situation facing both the State and the County. As a result, the College continues to exercise fiscal prudence in our daily operations while accommodating record enrollment growth.

The College will meet the first FY10 budget savings target set by the County for the College in the amount of \$1,070,790.

As you know, the College is already at work saving an additional \$1,929,759 to account for the loss in FY10 State aid resulting from reductions made by the Board of Public Works last August. The County will count \$1.7 million of this amount towards the second budget savings plan.

As we previously discussed, the College expects to meet our total savings target of \$3 million for FY10 (\$1.1 million plus \$1.9 million) through specific, transparent and measurable spending reductions. Given the economy we kept our FY09 savings efforts in place:

- Freeze hiring until further notice, except for those positions deemed essential and approved by the senior vice presidents and chief human resources officer.
- Restrict long distance travel and conferences/meetings.
- Limit spending for furniture and equipment to key instructional or academic purposes.
- Defer all major purchases that are not essential to the services we offer to our students.

Barring unforeseen circumstances such as another FY10 reduction from the State, this continued fiscal restraint should allow us to meet our savings target.

The Honorable Nancy Floreen
January 19, 2010
Page 2

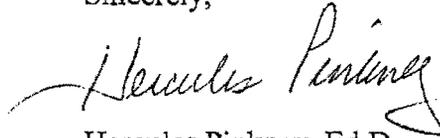
As we previously discussed, I am convening a Budget Advisory Review Committee that will include members from all employee groups across the College. The committee will seek ways to control the growth of spending, identify both short and long-term cost savings, and improve budget decision making. We expect to have the recommendations of this committee by early spring.

Finally, the College is reviewing the reductions in the FY 10 capital budget of \$1.85 million to determine their full impact on our facilities planning efforts and implementation of IT projects. Should we have any major concerns, we will contact you.

We look forward to working with the Council as the College develops the FY11 budget which presents another set of challenges --- responding to growing enrollment and opening a much needed new science building with limited resources.

As always, thank you for your support of Montgomery College.

Sincerely,

A handwritten signature in cursive script that reads "Hercules Pinkney". The signature is written in dark ink and is positioned above the printed name.

Hercules Pinkney, Ed.D.
Interim President



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

OFFICE OF THE CHAIRMAN

MEMORANDUM

December 28, 2009

To: Timothy L. Firestine, Chief Administrative Officer, Montgomery County

From:  Royce Hanson, Chairman, Montgomery County Planning Board

Subject: M-NCPPC Round 2 Savings for FY 2010

In response to your memo of December 14 requesting a second round of savings for FY 2010, the Montgomery County Planning Board has reviewed the current status of its tax-supported budgets to determine how we can accomplish \$1.25 million in additional savings through both one-time and continuing cost reductions while limiting unavoidable impacts on core services. In the first round of savings, the Commission offered a reduction plan totaling \$2.1 million--2% from its FY10 budget. The percentage reduction was the highest among all Montgomery County governments.

A summary of proposed first and second round reductions by department is listed below:

<u>Department</u>	<u>FY10 Budget - MC (Excluding Debt, Grant and Reserves)</u>	<u>1st Round Reductions</u>	<u>% of Budget</u>	<u>2nd Round Reductions</u>	<u>% of Budget</u>	<u>Total Reductions</u>	<u>% of Budget</u>
Park Fund	\$79,019,100	(\$1,555,020)	-2.0%	(802,000)	-1.0%	(2,357,020)	-3.0%
Admin Fund:							
MC Commissioners'	\$1,208,400	(\$27,190)	-2.3%	(12,500)	-1.0%	(39,690)	-3.3%
MC Planning	\$18,531,800	(\$347,790)	-1.9%	(375,000)	-2.0%	(722,790)	-3.9%
MC - CAS	\$7,886,800	(\$250,000)	-3.2%	(60,500)	-0.8%	(310,500)	-3.9%
Admin Fund Subtotal	\$27,627,000	(\$624,980)	-2.3%	(448,000)	-1.6%	(1,072,980)	-3.9%
Total	\$106,646,100	(\$2,180,000)	-2.0%	(1,250,000)	-1.2%	(\$3,430,000)	-3.2%

DEPARTMENT OF PARKS

The adopted FY10 Park Fund budget is \$79,019,100, exclusive of debt service, reserves, and grants. The FY 2010 budget had already reduced services and required a higher than normal lapse. First round savings cut an additional \$1,553,020—2% of budget. The second round savings amount to \$802,000 more—approximately 1% of budget.

The savings in the parks budget will be achieved by taking the following reductions:

Reduction	Amount	Impact
Eliminate the MCPS ballfield contract from January-June	\$181,300	Cease all mowing, spring seeding, infield maintenance, and field striping on elementary and middle school fields. Poor conditions will limit their use. This is a service provided to MCPS but it is not a core component of the park system, although its cost is charged against the park fund. Elimination in future years will save approximately \$750,000 a year.
Further reduce available training opportunities, eliminate funding for non-local travel costs	\$20,000	Training was reduced in FY09 and continued in FY10. This reduction would remove the remainder of non-local training funding available for essential conferences associated with best practices in parks and recreation and new technologies associated with SmartParks and other technology.
Reduce debt service costs	\$600,700	No impact on service. One-time savings achieved by refunding bonds and selling new project bonds at lower interest rates than budgeted.

Unexpected weather related emergencies have hindered our ability to achieve additional savings through personnel costs, without a reduction-in-force.

PLANNING DEPARTMENT

For FY10, the Planning Department's approved budget is \$18,531,800, excluding grants. First round savings were 1.9%--\$347,790. The second round proposed savings target is \$375,000--2% of total budget. As indicated in the first round of savings, the Department has frozen most of its vacant workyears beyond the mandatory lapse. For the second round of savings, in addition to freezing an additional 1.75 workyears, the Department looked at non-personnel

savings from deferred or reduced activities. The chart below details the savings:

Reduction	Amount	Impact
Reduce printing and copying services	\$75,000	One-time savings achieved through current year rents and leases contract reduction and elimination of standing encumbrances.
Reduce or eliminate professional services for continuous improvement, management improvement, performance measurement assistance	\$24,500	Performance measures and management improvement activities will be done in-house.
Use savings from freezing 1.75 WY in development review	\$200,000	Minimal impact at this time since applications are down.
Reduce training	\$15,000	All but essential skill building will be reduced or eliminated.
Amended Service Level Agreements to reduce response times for technology equipment maintenance	\$22,800	Slower response time to fixing technology problems.
Deferred building projects for Montgomery Regional Office	\$30,000	Preventive work will be deferred.
Cancel maintenance of former phone system since Avaya is fully installed for Planning Department	\$6,200	Since installation of Avaya system is now complete for the Planning Department, there is no impact.
Consolidate various needed IT services and supplies and eliminate standing encumbrances	\$1,500	Efficiency improvement.
	\$375,000	

MONTGOMERY COUNTY COMMISSIONERS' OFFICE

The FY10 adopted budget for the Montgomery County Commissioners' Office is \$1,208,400. The Office proposes an additional savings of \$15,000, or 1.2% of FY10 budget, from Personnel Services funds by completely eliminating hiring for the part-time public affairs position in FY10. Delayed hiring for this position was proposed in the first round of budget cuts in October.

CENTRAL ADMINISTRATIVE SERVICES (CAS)

CAS includes the Department of Human Resources and Management (DHRM), the Department of Finance, the Legal Department, and the Merit Board. The total FY10 adopted budget for CAS in Montgomery County is \$7,886,800. First round savings in CAS were \$250,000--3.2% of the budget. They included freezing 14% of DHRM positions for the remainder of FY10, eliminating two contract positions in DHRM, freezing all vacant positions (three) in Finance, and holding

one position vacant in Legal Department. No more attrition is anticipated during the remainder of this fiscal year. Additional personnel savings would require a reduction in force for career employees.

The second round savings target is an additional \$60,500, or 0.8% of the Montgomery County side of its operations. Some of the CAS reductions have an equal impact on Prince George's County. As a result, saving \$60,500 more in Montgomery County will reduce total CAS programs by up to \$106,000. The Merit System Board has a small budget mainly driven by compensation, outside legal fees and transcription services. It has no capacity to generate further savings in FY10. The proposed savings by Departments and their impact are summarized in the table below:

Reduction	Amount	Impact
DHRM—reduce current year expense on rents and leases, supplies, and equipment maintenance for print shop and walk-up copiers; and eliminate non-local training and travel	\$25,500	Some one-time savings achieved through current year rents and leases contract reduction and eliminating standing encumbrances. Also, fewer hard copies of most major documents will be printed; files will be posted on-line for user access. Less opportunities for employee education, skills building, and development.
Finance—reduce expenses for rent, leases by eliminating planned FY10 PC and Server replacements; and eliminate non-local training and travel	\$20,000	The operations team will have to support aging equipment while users are forced to operate in a less than efficient manner. Fewer opportunities for employee education, skills building, and development.
Legal—reduce funding for outside counsel to handle special civil claims; and reduce non-local training and travel	\$15,000	There is some risk that supplemental appropriation may be needed, if litigation schedules change.

CONCLUSION

The Planning Board is fully committed to meeting its responsibilities during the County's fiscal crisis and will work cooperatively with the Executive and Council to hold down spending. Subject to Council approval, we will proceed with the \$1.25 million additional savings plan described above.

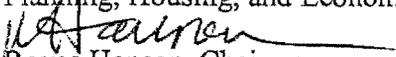
Cc: Nancy Floreen, President, Montgomery County Council
 Steve Farber
 Marlene Michaelson



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

OFFICE OF THE CHAIRMAN

MEMORANDUM

DATE: February 3, 2010
 TO: Planning, Housing, and Economic Development Committee
 FROM: 
 Royce Hanson, Chairman
 SUBJECT: M-NCPPC Round 2 Savings Plan for FY 10

On January 21st, the PHED committee reviewed spending reductions proposed by M-NCPPC in response to the County Executive's call for a second round of savings measures in the current year. The committee rejected one savings recommendation proposed by the Department of Parks, specifically the elimination of a contract to maintain Montgomery County Public Schools elementary and middle school ballfields, and requested a substitute savings measure. The Department of Parks proposes the closing of 11 park activity buildings as the substitute measure to achieve an equivalent savings of \$181,300 in FY 10, and greater savings in FY 11. The 11 buildings proposed for closure are:

	PARK ACTIVITY BUILDING (Sorted by Capacity Utilization)	Address	FY09 Usage
1	Owens Local Park	1990 Beallsville Rd. Beallsville, MD 20839	3%
2	Lynnbrook Local Park	8008 Newdale Rd. Bethesda, MD 20814	9%
3	Stoneybrook Local Park	4105 Harvard St. Wheaton, MD 20906	10%
4	Camp Seneca Special Park	14500 Clopper Rd. Boyds, MD 20841	11%
5	Ken-Gar Palisades Local Park	4140 Wexford Dr. Kensington, MD 20896	14%
6	North Chevy Chase Local Park	4105 Jones Bridge Rd. Chevy Chase, MD 20815	15%
7	Maplewood-Alta Vista Local Park	5209 Alta Vista Rd. Bethesda, MD 20814	17%
8	Nolte Local Park	200 Denver Rd. Silver Spring, MD	17%
9	North Four Corners Local Park	211 Southwood Ave. Silver Spring, MD	17%
10	Clarksburg Neighborhood Park	22501 Weems Rd. Clarksville, MD 20817	17%
11	Colesville Local Park	610 Hobbs Dr. Colesville, MD 20904	18%

74

As you know, the Department of Parks has prepared its operating budget in the program budget format for the past four years. Budget cuts and savings plans require that all programs be evaluated in priority order, and that cuts be presented in order of least essential to most essential programs, or non-core services to core services. The Park Activity Building program is deemed by the Department to be the least essential of its programs. Many of these old buildings have relatively low utilization, a high cost of operation, and significant need for capital renovation or replacement. We stopped including these buildings in new parks in the 1980s to avoid duplication of, or competition with services already provided by the County Recreation Department through their Community Recreation Centers (a decision further confirmed by the findings of the recent Parks and Recreation study).

Parks recommends closing all the buildings that are used less than 20% of their available capacity. In previous studies, Parks had targeted a minimum 30% utilization as a threshold for viable operation, but is taking a conservative approach for the purpose of this savings plan. Our recommendation for now is simply to close the buildings to save money. The ultimate disposition of each of the 11 buildings will be determined on a case-by-case basis over time. Savings will be realized by eliminating custodial contracts, utility payments, and maintenance. As there are existing commitments in many of these buildings, including to the Recreation Department as the largest user, we will work to schedule closings and /or rebook commitments to minimize inconvenience, while recognizing the need to meet the savings target.

The memorandum from the Executive invoking the savings plan stressed the dire economic forecast for FY 11 and asked that priority be given to cuts that will save operating money in future years. Continued closure of these buildings will accomplish that. Another major savings is capital cost avoidance as the majority of these buildings are well past their lifecycle and in need of replacement or major overhaul. We estimate the need to invest \$8 to \$10 million in the CIP over the next six years if all of these buildings were to be sustained. Parks has critical capital infrastructure maintenance needs in other core programs that would have priority if such funding were available.

In considering this cut, it is critical to consider several budget realities. Parks has reduced its FY 10 expenditures by 3% in FY 10 in compliance with the two savings plans. The spending affordability guidelines currently under consideration by the MFP committee, if adopted and met, would reduce the FY 11 Parks budget by 9% from what it would take to provide the same services as FY 10. There are no more reductions in the Parks budget without considerable pain. We are fully aware that the Park activity buildings have historical users and constituencies that will be inconvenienced by their closing. However, given the low usage of these buildings, we deem this impact to be significantly less severe than cutting core park programs more regularly used by a greater number of county residents.



**HOUSING
OPPORTUNITIES
COMMISSION**
OF MONTGOMERY COUNTY, MD

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

December 23, 2009

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

Dear President Floreen:

In response to the County Executive's Second Round FY'10 County Savings Plan, HOC's Budget, Finance and Audit Committee approved the submission of the proposed reduction at its meeting on December 22, 2009. The savings plan will be submitted to the full Commission for ratification at the January 13, 2010 meeting. 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 you protect the services that our most vulnerable residents receive. I know 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'10 was \$6,136,340. This appropriation was reduced by \$30,680 or one-half percent in the County Executive's initial FY'10 County Operating Budget Savings Plan. A further reduction of one-percent or \$61,060 has now been requested. Following is a brief description of the proposed reduction:

- **Recognize \$61,060 in salary and benefit lapse** – In order to minimize a negative impact on our clients and to meet the County's deadline, HOC proposes that salary and benefit lapse be identified as the source for the \$61,060 savings.

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. Alston
Executive Director

cc: Joseph Beach, Director, Office of Management and Budget
Linda McMillan, Montgomery County Council
Bruce Meier, Office of Management and Budget



76

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



DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

Isiah Leggett
County Executive

Richard Y. Nelson, Jr.
Director

MEMORANDUM

January 25, 2010

TO: Michael J. Knapp, Chair
Planning, Housing and Economic Development Committee

FROM: Richard Y. Nelson, Jr., Director 
Department of Housing and Community Affairs

SUBJECT: Status Report – Housing Initiative Fund FY 2010

As requested, I am pleased to provide the PHED Committee with the FY 2010 Department of Housing and Community Affairs, Housing Initiative Fund Operating Budget Pipeline. The report includes the FY 2010 commitments and FY 2009 carryover projects allocations along with both requested savings plans.

As the reports details, the Housing Initiative Fund continues to be the County's primary resource in providing critically needed affordable homeownership, rental and special needs housing for Montgomery County residents. If you have any questions or need additional information, I am available to meet with you and other Councilmembers at your convenience.

RYN:jgs

Attachment

cc: PHED Committee Members
Linda McMillan, Legislative Analyst
Timothy L. Firestine, Chief Administrative Officer
Kathleen Boucher, Assistant Chief Administrative Officer
Joseph F. Beach, Director, OMB
Alex Espinosa, Operating Budget Coordinator, OMB

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78

Office of the Director

HIF OPERATING BUDGET PIPELINE FUNDING FY 10

Project Name/ Address	Project Type	Developer	Neighborhood Location	Total Units	Afford. Units	Total Develop. Cost	HIF invest.	Status
Tildenwood Drive	Family Rental Acq/ Rehab	NCCF	North Bethesda	4	4	200,000	120,000	Construction 80% complete-completion date 3/15/2010
Paddington	Family Rental Acq/ Rehab	HOC	Silver Spring	300	150	20,644,092	5,756,838	Construction 15% percent complete anticipated 2012 completion
Rushing Water Way	Supportive Housing	MCCH	Germantown	1	1	144,400	144,400	Special Needs Acquisition& Rehab
Montgomery County Revolving Loan Closing Cost Assistance Program	Homeownership	HOC	County-wide	TBD	TBD	1,092,210	1,092,210	\$500,000 additional funding provided for this program.
Montgomery County Closing Cost Assistance Program for Employees (MC-CAP4E)	Homeownership	HOC	County-wide	TBD	TBD	1,000,000	1,000,000	Funding being drawn as project progress payments.
National Children's Center 6301 Greentree Drive	Supportive Housing	NCCF	Bethesda	N/A	N/A	4,933,654	375,000	Borrower has loan documents awaiting returned executed documents
Galaxy Apartments	Family Rental/ New Construction	RST/Copeland	Silver Spring	195	82	43,959,623	5,000,000	Developer working with HOC on bond issuance
Aspen Court	Family Rental Acq/ Rehab	HOC	Takoma Park	16	16	2,750,000	200,000	Financing structure to be completed 6/10 with anticipated state funding. Construction start 9/10
Sligo Avenue	Family Rental Acq/ Rehab	HOC	Takoma Park	12	12	2,800,000	200,000	Financing structure to be completed 6/10 with anticipated state funding. Construction start 9/10
Aspen Court	Family Rental Acq/ Rehab	HOC	Takoma Park	16	16	2,656,424	200,000	Financing structure to be completed 6/10 with anticipated state funding. Construction start 12/09
Habitat for Humanity	Homeownership	Habitat for Humanity	20906	3	3	700,000	700,000	All properties purchased
Sky Properties (various)	Family Rental/Rehab	Lew Winarsky	Silver Spring/Takoma Park	37	14	182,337	145,870	Small Apartment Owners Program Loan - 90% complete
MHP St. Lukes	Rental Assistance	MHP	Various	5	5	11,780	11,780	Project closed - funds being drawn
Milestone Drive	TBD	HOC	White Oak	TBD	TBD	TBD	50,000	Predevelopment funding.
Ambassador Apartments	Rental	HOC	Wheaton	162	162	575,000	352,000	Approved by HLRC and Director. LOC anticipated 1/2010.
Washington-McLaughlin	Senior Rental	Washington McLaughlin	Takoma Park	9	9	11,450	11,450	Emergency water repair completed.
Gaynor Avenue (various sites)	Rental	HOC	Silver Spring	4	4	66,660	66,660	Rehabilitation underway
Housing First	Supportive Housing	DHHS	County-wide	N/A	N/A	8,900,000	8,900,000	On-going
Staff Costs	N/A	N/A	N/A	N/A	N/A	1,254,150	1,254,150	On-going
Neighborhoods to Call Home	N/A	Various	County-wide	N/A	N/A	933,500	933,500	Contracts to be completed throughout course of year
Operating Expenses	N/A	N/A	N/A	N/A	N/A	500,000	500,000	Ongoing
Development Services Contract	N/A	N/A	N/A	N/A	N/A	N/A	200,000	Ongoing
Sec. 108 Debt Service	N/A	N/A	N/A	N/A	N/A	75,300	75,300	On-going
Rental Assistance (Recordation Tax)	Rental	HOC&DHHS	County-wide	N/A	N/A	3,047,000	3,047,000	On-going
FY09 Carryover Projects (not listed above)**	Various	Various	County-wide	N/A	N/A	N/A	4,436,045	
Savings Plan	(934,220)							
Total HIF FY 2010 appropriation	\$34,642,296					\$98,437,780	\$34,774,403	HIF OPERATING BUDGET PIPELINE FUNDING FY 10
				764	478			
BALANCE (DEFICIT)	(\$132,107)							

69



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

February 3, 2010

TO: Nancy Floreen, President, County Council

FROM: Isiah Leggett, County Executive 

SUBJECT: Ride On Service Reduction Proposals

The purpose of this memorandum is to transmit to you my recommendations for changes to the Ride On service reduction proposals based on the public forum comments, as well as many emails and other correspondence. As you are aware, the Fiscal Year 2010 Savings Plan proposed an elimination of nine weekday routes, 15 Saturday and/or Sunday routes, many trip changes, and frequency changes. Based upon the many comments I have received and proposed additional revenue sources, I recommend we do not proceed with eliminating several weekday routes (21, 30, 33, 53, and 81). I also recommend eliminating only route 36 mid-day service. All other changes should go forward effective April 11, 2010.

To fund this proposed change in the Savings Plan, I recommend the County Council approve the following:

1. Increase the parking fine charge by \$5 per ticket (except parking in a handicapped space or a fire lane, which will remain at \$250.00 and those for heavy vehicles, recreation vehicles or buses will remain at \$75.00) effective April 1, 2010.
2. Increase the base Ride On fare by \$.15 effective July 4, 2010. The Washington Metropolitan Area Transit Authority (WMATA) General Manager's proposed Fiscal Year 11 budget includes an additional \$.15 fare increase for the bus in July as well.

These two revenue changes, together with the fare increase proposed for March 1, will generate sufficient funds in fiscal years 2010 and 2011 to restore the aforementioned services and the February savings projected for Call and Ride in my original savings plan.

However, I want to stress that the Council should approve the remaining route reductions. Given the extraordinary fiscal pressure in both FY10 and FY11 we need to implement continuing cost savings immediately. While resolving the FY11 budget gap will be challenging enough and require very painful choices, FY12 will be equally challenging, especially if the solutions for this year and FY11 are focused on one time actions and deferral of obligations into the future.

I urge your favorable consideration of this recommendation. If you have any questions, please contact Arthur Holmes, Jr., Director, Department of Transportation, at 240-777-7167. Thank you in advance for your consideration.

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81

QUESTIONS FROM COUNCIL STAFF ON THE PROPOSED FY10 SAVINGS PLAN, ROUND 2 AND RESPONSES FROM OMB

HEALTH AND HUMAN SERVICES COMMITTEE

Department of Health and Human Services

1. S1: African American Health Program: What is the source of the grant funds that are expected to be available for data services for the African-American Health Program?

Response: AAHP and BETAH will jointly seek grant funds or partnership to fill the void. AAHP will look into the possibility of partnering with a university (currently considering Morgan State University and the Uniform Services University of Health Services (USUHS)) to conduct evaluations. Both institutions have some form of existing or past relationships with AAHP and BETAH.

2. S9, S12, and S13: Shifts from General Fund to HB669: For each of these items there is a shift in funding from the County General Fund to State HB669 funding. When did the Department determine that HB669 funding would be available for these items? Why does Item S13 (3 CPS positions) result in a loss of \$52,410 in revenue?

Response: S9 and S12 – The Department reviewed historical data and determined that there have been sufficient funds in HB669 dedicated for these costs. Therefore, this reduction can be implemented without any impact to the general fund. S13 – The Department was notified by the State that funding would be available for this item during the third quarter of FY09. The \$52,410 represents a loss of Federal Financial Participation Revenue (FFP) that we will lose once these positions shift from General Fund to HB669.

3. S16: George B. Thomas Learning Academy: Please describe the extent to which the reduction will impact George B. Thomas Learning Academy services. How will tutor to student ratios change at GBTLA sites?

Response: The organization will need to determine how the reduction will be taken in the program, either in administration or direct service. The reduction could result in increased tutor to student ratios, but volunteers may be used to minimize the impact of that decision.

4. S17: Substance Abuse Services for Juveniles: Council staff understands that the reason for this savings is that the County was not able to contract with a vendor for down-county Level 1 Outpatient Substance Abuse Services for juveniles. When was the request for proposal (RFP) issued, and what was the expected timeline for awarding a contract?

Response: The vendor was selected on December 3, 2008 and contracts for the Germantown and Rockville regions were executed on July 1, 2009.

How many qualified organizations responded to the RFP for the down-county area?

Response: Two vendors, Maryland Treatment Centers and Total Health Resources, submitted proposals for the down-county area.

Why was a contract not awarded?

Response: Adequate funding (\$150,000) needed to open this new program in the down-county area was not available. After negotiating with the agencies for Germantown and Rockville, about half the funds needed for Silver Spring was available; however, all three vendors selected requested about twice the amount available for new contracts.

What is the demand for services in the down-county area?

Response: The Silver Spring area requires a minimum of 30 treatment slots (60 a year).

How is this demand being met?

Response: Screening and Assessment Services for Children and Adolescents (SASCA) tries to refer Silver Spring residents who are unable to be treated at Suburban to alternative services that provide supports but not substance abuse treatment. These are adolescents who have been assessed as needing substance abuse treatment.

Do the other vendors serving the mid-county and up-county areas have waiting lists?

Response: The vendor in Rockville (Suburban Hospital) currently serves 55 clients, which is 30 above their contract for FY10, and will not be able to sustain these numbers without additional funds. Karma House Inc. in Germantown currently serves 45, 20 above their contract for FY10, and has a waiting list of 8. They too will not be able to sustain the excess without additional funding.

If so, what is the demand?

Response: See above.

5. S22: Outreach Services: Which services provided by Centro Familia will be affected by this savings item? To what extent will these services be reduced?

Response: Technical assistance and community education for parents and providers was funded through this contract. The organization will have to make a determination on which services may be reduced.

6. S25: In-Home Aide Services: The description provided says, "The IHAS Program will reduce the maximum allowable personal care hours from 20 to 14 hours per week, per client." In FY09, the Council concurred with the Executive's recommendation to reduce the maximum number of in-home aide hours from 20 to 15 hours per week. The Council also provided \$100,000 that the Director could use for any cases that she determined required more than the 15 hour per week maximum. For FY10, the Executive recommended and the Council agreed to continue this policy and level of funding. The HHS Committee was told that the new policy was working well, that there were about 270 clients and about 120 persons on the waiting list. Is the savings plan proposing reducing the maximum number of hours from 15 to 14 or are some clients still receiving up to 20 hours of service?

Response: This proposed savings plan reduces the maximum number of weekly personal care service hours to 14 hours for all current clients. This reduced 14 hour weekly service cap proposal still places our program's average well above the State average of 6 to 8 hours weekly. It is important to note that all clients do not receive the same number of service hours per day/week and as such, not all clients were impacted by the last service cap reduction to 15 hours. The Department triages by having social workers and nurses write individualized client care plans, based on the level of need of each client and other resources available to assist. Prior to the proposed reduction to 14 hours, the range of service hours was between 4 and 20 hours weekly. Of the total number of clients (300), 120 receive between 16 and 20 hours. The remaining 180 clients receive less than 15 hours of service per week. The proposed reduction will only impact the 120 clients who receive 16 to 20 service hours per week. The program will retain the capacity to prescribe additional hours of care to new or existing clients on a temporary basis should an emergent need arise.

How many clients are currently being served?

Response: Approximately 300 clients receive services monthly.

How many people are currently on the waiting list?

Response: The waiting list for personal care services projects to average approximately 75 applicants monthly. This total is tied to the number of applicants on the SSTA waiting list, who seek personal care services.

7. S27: DD Supplement: Please provide additional detail on the proposed elimination of the county-funded DD supplement to providers serving clients receiving Individual Support Services (ISS) or Family Support Services (FSS). The description says that providers of services to approximately 221 clients will no longer receive a supplement. This would equal about \$270 per client. How many months is the savings based on?

Response: The program projects the savings in FY10 is based on 3 months of service.

The description first says that the Department does not believe there will be a reduction in services to these clients but then later says that the proposal is being made because it would adversely impact the fewest individuals and providers. Please clarify if there is expected to be a direct service impact to the clients. Why would the elimination of the DD supplement for vendors serving ISS/FSS clients be different from vendors serving other DD clients that will continue to receive a county supplement?

Response: The ISS/FSS reduction will not directly affect the clients or result in a reduction of services to the clients since the agencies receive full-funding for all services in the clients care plan from the State including ISS/FSS. In FY10, county funding for ISS/FSS equals approximately three (3%) percent of the total supplemental funding given to DD providers for all services. The termination of county funding for these services is where the savings is derived. The reduction will only impact those providers through which ISS/FSS services are available. ISS/FSS is assistance (ancillary services) that is not provided in a vendors' facility. ISS/FSS assistance may include transportation, equipment, tuition/fees provided in or outside of a clients home. The other services covered by the County's DD Supplement, e.g., group homes, day programs, etc., operate out of a facility. The supplement was designed to offset the higher cost of doing business (salaries, rent, purchasing) in Montgomery County.

(87)

8. S29: West Nile Virus Surveillance: What is the total amount of funding in the FY10 original budget for West Nile Virus Vector Surveillance?

Response: The FY10 original budget for West Nile Virus Vector Surveillance is \$39,520.

9. Page 8, S30: Care For Kids: How many children are expected to receive services through the school based health centers as opposed to other Care for Kids contractors in order to achieve the projected \$110,000 in savings? What area(s) of the county do these children live in and which school based health centers are they expected to use?

Response: The \$110,000 savings in the Care for Kids (CFK) Program area will be found in several ways, only one of which is assigning new enrollees and moving some current enrollees to School Based Health Centers (SBHCs), according to the capacity of each SBHC and child's geographic location. The CFK FY10 savings plan includes:

8,000 est. savings this FY -assigning approx. 100 new and/or current enrollees to SBHCs (short time frame left to accomplish move/savings this year)

8,000 est. savings this FY -proactively contacting eligible CFK children to apply for Medical Assistance, due to State eligibility change 12/1/09 (See explanation below)

60,000 from CFK operating not currently encumbered to the contract

23,000 from other Contractual Medical Services savings, based on current utilization

11,000 from other contractual savings

110,000 TOTAL CFK Savings in FY10

School Based Health Centers have provided services for 416 CFK enrollees so far this fiscal year and now have 309 currently active enrollees. The capacity is approximately 150 CFK children per each of four established sites, plus 100 each at New Hampshire Estates, which just opened this year, and at Northwood High School Wellness Center, which now is in its permanent facility. The total capacity is approximately 800 for all 6 sites. However, children must live near the schools, and new assignments will take time to achieve savings. Each of the other CFK providers may lose some enrollees with this shift. The current CFK enrollment for each SBHC is as follows:

<i>Broad Acres (zip code = 20903)</i>	<i>= 120</i>
<i>Harmony Hills (zip code = 20906)</i>	<i>= 90</i>
<i>Gaithersburg (zip code =20877)</i>	<i>= 76</i>
<i>Summit Hall (zip code = 20877)</i>	<i>= 22</i>
<i>New Hampshire Estates (zip code = 20903)</i>	<i>= 1</i>
<i>Northwood High School Wellness Center (zip code 20901)</i>	<i>= 0</i>

10. S32: Montgomery Cares – Healthcare for the Homeless: Please provide the actual amount spent on Healthcare for the Homeless in FY08 and in FY09. Please confirm that the FY10 allocation will now be \$547,285 (\$735,285 - \$5,000 (Round 1) and - \$183,000 (Round 2).

Response: The correct information is confirmed below. The reduction to Montgomery Cares is not solely in the Healthcare for the Homeless program. See below for a breakdown of the reduction

PS

<i>Sources of savings in Montgomery Cares</i>	
<i>Anticipated excess funds – Health care for the Homeless</i>	<i>\$ 90,000</i>
<i>Anticipated excess funds -- Facilities</i>	<i>\$ 76,500</i>
<i>Vacant contractual position – PCC Project Access (specialty care)</i>	<i>\$ 4,500</i>
<i>Vacant contractual position – PCC BH pilot</i>	<i>\$ 12,000</i>
<i>TOTAL</i>	<i>\$ 183,000</i>

Health Care for the Homeless Historical Spending

FY08 Actual \$627,460

FY09 Actual \$691,939

FY10 Revised Budget \$643,972 (\$735,285 + 3,687 PCC inflationary adjustment, less \$5,000 Round 1 and \$90,000 Round 2)

11. S34: Reproductive Health Contracts: Which reproductive health contracts are expected to be underutilized? What are the eligibility changes that are contributing to the underutilization of reproductive health contracts?

Response: Planned Parenthood of Metropolitan Washington and Mary's Center for Maternal and Child Care contracts for reproductive health care are expected to be underutilized based on their invoices to date. The largest contractor for the reproductive health program, Teen Connection of Takoma, Inc (also known as Teen and Young Adults – TAYA) is on target with utilizing its contractual amount. The eligibility for County reimbursement changed as a result of the RFP to include all confidential Teens and uninsured women with family income below 100% of the federal poverty level. The three contractors also offer reproductive health and family planning services based on a sliding fee scale for other uninsured, low income women.

12. S36: Wheaton Public Inebriation Initiative Team: When was the decision made not to move forward with implementing the Wheaton Public Inebriation Initiative Team?

Response: The Department decided not to move forward with implementing the Wheaton Public Inebriation Initiative Team (PIIT) after it was notified about the second savings plan. Because the Wheaton PIIT had not started, it was a reduction the department could implement without a loss of services.

Office of Human Rights

1. S1: Caseload and Investigator Position: What is the current caseload for the Department? Please answer the following questions for FY10: How many new cases have been filed? How many cases have been resolved? What has been the average time required to resolve cases? What is the longest time that a case has been on the Department's inventory?

Response: The current case inventory for the Office of Human Rights is 834 open cases. 174 cases have been filed since July 1, 2009. Additionally, there are 44 cases (not included in the 174 noted above) that were reviewed and declined as not meeting our jurisdictional authority. Since July 1, 2009, there have been 96 investigations completed. The standard used to determine which cases have been resolved was an analysis of those cases that have had the investigation completed. As of January 15, 2010, the average time required to resolve a case is approximately 15 months. This estimate pertains to the time required to move a case through our investigative process, from intake to completion of the investigation. This resolution average is up from the

previous 10-12 month average, due in part to a reduction in our investigative staff, as a result of recent retirements. Note, the EEOC average for case resolution is 18-24 months and they have a significant backlog. The longest time a case has been in the Department's inventory is approximately 4 years.

Public Libraries

S2: Reduce Substitute Staffing: How many hours of substitute time are supported by the remaining sub budget if this reduction is taken? The description indicates an increased risk of libraries closing due to temporary staff shortages. If a branch cannot open due to a staff shortage, what happens to the other staff who were available to work at that time? For example, are they reassigned for their shift, or given administrative leave?

Response: *The original FY10 budget for substitutes would support approximately 28,700 work hours. The savings plan proposal will reduce 4,160 hours, leaving approximately 24,540 hours total in the budget. We have expended approximately 13,020 hours, leaving 11,520 hours for the remainder of the fiscal year, under the reduction proposal.*

If a branch cannot open due to insufficient staffing, then the staff person assigned to work that branch will be reassigned to another branch to work their shift. According to the MCGEO contract, a staff member may also decline reassignment, and elect to take annual leave.

S13: Decrease Cost Driver Uniform and Equipment: The description indicates that these purchases are required by the collective bargaining agreement. Please explain whether and how the reduction can be taken and still meet the terms of the agreement.

Response: *The budget designated (\$1,800) covers uniforms and other equipment: some items are required by the bargaining agreement (uniforms, gloves, sunglasses, boots, jackets), others are necessary for operations (straps to hold cargo in trucks, canvas bags to transport mail, tape, other equipment as necessary). The need for uniforms versus equipment does vary somewhat from year to year.*

We do not anticipate having any issues meeting uniform or equipment needs for FY10 with the \$600 that will remain in the budget. We have a small staff to equip, we've already met required uniform needs, and one member of the staff is on long-term leave. We have met basic equipment needs for this year, and have left some funds in the budget for any contingencies, or equipment wearing out.

General: How many vacancies currently exist in the Department of Public Libraries?

Response: *There are 18 vacancies in the department currently, 14.5 workyears (11 full-time, 7 part-time). Of the 18, 1 is grant funded, and 1 is a position charged back to the Department of Corrections and Rehabilitation for operation of MCCF Library. All 18 are slated to be held vacant for the entire fiscal year, with the possible exception of the 1 grant funded position.*

MANAGEMENT AND FISCAL POLICY COMMITTEE

County Executive

S1: What will be the impact of delaying implementation of the internal audit program?

87

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

What is meant by "increase the County's risk exposure in the short term"?

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

Can you clarify the actual impact of this reduction?

Response: The Audit Office currently has about \$424,000 in unobligated funds available to last through the end fiscal year 2010. We are proposing a reduction of approximately \$188,000, leaving the Audit Office with about \$236,000. This is sufficient to complete the risk assessment, audits in process, audits which will commence as a result of the audit plan, and any other priority audits which may arise between now and the issuance of the plan.

Debt Service

What is the explanation of the \$2,159,450 decrease in spending and the \$4,530,580 increase in revenue?

Response: The debt service savings of \$2.159 million is due to actual interest being less than budgeted for new bond issues and an FY10 bond refunding. The projected revenue increase is due to a \$1.758 million Build America Bonds Federal rebate of 35% of interest paid and a \$2.773 million GO Bond premium.

Finance

S1: Savings in the timesheet data entry keypunch contract (\$160,280). Why was this amount needed in May 2009 but not in January 2010?

Response: In May of 2009 there was a greater uncertainty in the implementation schedule for the deployment of MCtime to the remaining departments.

OMB

S1 and S2: Charge costs to the ERP project (\$63,060) and to departments (\$45,560), to reflect work OMB staff are doing elsewhere. As a result, the savings in the receiving accounts will be less than they would have been. Please clarify the savings.

87

Response: The departments funding the cost of OMB staff details are doing so within existing budgeted resources because of lapse. The quarterly analysis of expenditures will reflect the savings to OMB as well as the cost of the staff details to these departments.

Desktop Modernization NDA

S1: If PC acquisition costs are reduced by a further \$822,000:

1. What will be the effective replacement cycle if this cut is adopted, and how does it compare to other County agencies, as well as Best Industry Practices?
2. Are there Service Level Agreements (SLAs) which could be relaxed (for example, time to respond to various calls for service through the Help Line) and thus produce contractual savings?
3. Is there a possibility to add departments and agencies to the DCM program currently not participating and thus reduce IT costs in other departments?

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

Technology Services

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

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

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

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

1. MCPS is currently planning to replace their Voice mail system. Would it provide overall savings to consolidate the two actions and enable a single, agency wide and fully funded



“hosted” system to move forward at a cost lower than the current sum of the MCG and MCPS programs?

Response: *The County is upgrading to an Avaya Modular Messaging Voice mail system. The engineering design is specific to County Government requirements, with associated cost. The system is capable of supporting additional endpoint, i.e., MCPS. However, consolidating the additional MCPS endpoints onto the County platform will require an engineering redesign, which will increase the cost of the existing DTS Operating Budget to provide ongoing support and services for the expanded scope of the new system.*

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

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

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

1. What is the current number of mobiles scheduled for replacement and the associated cost in FY2010?

Response: *Before this reduction, the total number of replacements planned was 200 units. After this reduction, the total planned replacements for FY10 is 150 units using the remaining allocation in the DCM NDA.*

2. What is the source of funding for those replacements? Is this source beyond that currently in the DCM program account and in the CIP PSCS program?

Response: *The funding for the 50 replacements being reduced is DTS operating funds. Yes, this was in addition to the DCM NDA funds. There are currently no funds for mobile replacements in the PSCS CIP.*

3. Is there a replacement cycle that has been agreed for public safety mobiles? If so, please provide it. If not, how are decisions being made about the number of replacements and which departments will receive them each year?

Response: *DTS has proposed and still believes that a 4-year replacement cycle is optimum. This was the basis for the funding of the first year of replacements through the DCM NDA. Approval of initial funding constituted implicit agreement by all parties including Council. Due to budget constraints this has not been sustained. A 4-year replacement cycle for the fleet of 1,600 mobiles requires \$1.6M funding annually.*

S17: Decrease enterprise contractor support by \$30,000. What is the current amount of enterprise contractor support? What specific areas of contractor support are recommended for cutback?

Response: *The Enterprise Systems and Operations Division (ESOD) currently has 10 on-site contractors, excluding ones dedicated to public safety and Tech Mod. The reduction will be in the areas of tape backup auditing and log analysis for preventive purposes.*

PLANNING, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE

Regional Services Centers and Bethesda Urban District

S1-S4: Lapse savings for these positions were taken as part of the Round 1 Savings Plan. How much more lapse is being taken? For each position, please provide (1) the workyears/dollars of lapse in Round 1, (2) the workyears/dollars of lapse in Round 2, and (3) whether the Executive plans to fill the position, and, if so, the timeframe for the hiring process.

Response: *The four positions will be fully lapsed for FY10 the breakdown is shown below. Of the positions, only one (BCC PAI) had been approved for hiring in FY10.*

	WY	FY10 budgeted	FY10 Round 1 Reduction	FY10 Round 2 Reduction
BCC MIII (Asst. Director) - Vacant	1	\$107,206	\$84,871	\$22,335
BCC Public Admin. Intern - Vacant	0.5	\$29,171	\$10,939	\$18,232
Upcounty Program Specialist II - Vacant	0.5	\$26,041	\$14,106	\$11,935
Eastern County Program Specialist II - Vacant	0.5	\$43,924	\$23,792	\$20,132
		\$206,342	133,708	72,634

S5: For FY10, the Council added \$125,000 for the Emerging Communities Initiative with the understanding that funds allocated to the Silver Spring RSC were to be used for neighborhood maintenance services in Long Branch that were previously funded through the Department of Housing and Community Affairs. How will the proposed reduction affect services provided through the Emerging Communities Initiative in the RSC service areas? In particular, what will be the impact of the reduction on neighborhood maintenance services in Long Branch?

Response: *Funding for Emerging Communities was reduced uniformly across the five RSCs by \$10,000 each. The funding approved by the Council in FY10 for Long Branch is not proposed for reduction. The proposal reduces, but does not eliminate, the ability of the RSCs to support one-time projects to enhance emerging business centers. The following are efforts underway to support Emerging Communities with the remaining funding:*

- *BCC – Possible Partnership with the Parks Department and Capital Crescent Trail Coalition for the construction of an urban park adjacent to the Crescent Trail in the Westbard Business District.*
- *EAST – no impact – no community projects were identified.*
- *MID – no impact – no community projects were identified.*
- *SS – Funding for Long Branch was not affected. In other areas, the Silver Spring Regional Center will work with the residents and business community to find alternative ways to meet their expectations regarding neighborhood maintenance services.*
- *UP – no impact – no community projects were identified.*

S4: The description says that the BUP contract would be reduced to eliminate planned promotional events and maintenance activities, but a reduction may not be possible under the terms of the annual agreement with BUP unless the County and BUP mutually agree to amend the agreement. Has the Executive approached BUP about amending the agreement? If so, what would be the timeframe for finalizing an amendment? If not, when will the Executive begin discussions with BUP? If the Executive and BUP are not able to reach agreement on an amendment, is the Executive prepared to recommend an alternative reduction?

Response: *The BUP Board is in agreement with the reduction.*

Recreation

S3: Will shifting FY10 operating dollars to appropriate CIP projects for the eligible employee's time change the source of revenues supporting the employee's time (G.O. bonds instead of current revenue)?

Response: *Yes.*

S5: To what extent will reducing maintenance and extending equipment lives result in a reduction of clients served by recreation programs? Will savings taken from PLAR funds have an impact on the health or safety of patrons?

Response: *Customers will experience a slight degradation in the appearance of centers. There may be some minor losses of available equipment, although experience and recent funding suggest that is not probable. There will be no impact on the health and safety of our customers; that is always our first priority.*

S7: Please explain how the Maryland Senior Olympics are scheduled and what is meant by "non-qualifying year"? How many people participated in the Maryland Senior Olympics in 2009 and how many are anticipated to participate in 2010? What percentage of participants in the Maryland Senior Olympics came from Montgomery County in 2009? Do other Maryland jurisdictions provide monetary or in-kind resources to support the event? If so, what?

Response: *The Maryland Senior Olympics is affiliated with the National Senior Games Organization and much of the scheduling, events, rules and standards of operation are tied in with that overarching parent organization. National games are held every other year throughout the country, with the off year serving as the qualifying year for seniors to obtain the minimum standards required to participate in the national games. The MSO Board members and the Department of Recreation help to schedule all of the events throughout the state. We work with multiple agencies around the state to coordinate locations and times. 2,500 participated in 2009, which was a non-qualifying year. We anticipate an increase for 2010 to 3,200 because it is a qualifying year. Approximately 1,100 of 2009 participants were Montgomery County residents. Yes, other Maryland jurisdictions support the event. Some offer free facility use, or reduced costs; staff liaisons; publicity and marketing support and coordination for medical support, such as on site doctors.*

PUBLIC SAFETY COMMITTEE

Circuit Court

S2: Freeze Two Vacant Court Evaluator Positions

1. How long have these two positions been vacant?

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

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

92

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

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

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

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

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

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

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

Correction & Rehabilitation

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

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

93

Fire and Rescue Service

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

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

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

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

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

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

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

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

4. Which types of permits are being renewed?

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

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

Response: The Fire Code permitting requirements were intended to provide a consistent revenue stream base from which to gauge hourly fee recovery. At the current phase of implementation, fire protection and general permits are not fully developed as a revenue stream. While all

residential properties have been inspected and appropriate permits obtained from these occupancies, Fire Code Enforcement has only inspected and obtained permits in approximately 25% of the commercial occupancy stock. The commercial occupancy stock is an unknown universe and our estimate is based on geographic coverage data. It is important to note that the number of fire protection systems is finite and the upswing in permit captures, at the current increased rate, is not expected to last much beyond FY11.

S3: Open Station 34 on June 1, 2010. How certain is it that Station 34 will be completed in time to open on June 1? What would be the impact of deferring the opening for an additional month until the beginning of FY11, for an additional savings of about \$200,000 in FY10?

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

S5: Delay Spring Recruit Class

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

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

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

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

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

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

Police

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

Response: The revenue reduction due to fewer citations is \$12,960,500. The estimate assumes revenues of \$15,837,110 compared to revenues of \$28,797,610 assumed in the original budget. 90

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

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

Sheriff

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

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

TRANSPORTATION, INFRASTRUCTURE, ENERGY AND ENVIRONMENT COMMITTEE

Department of Environmental Protection

If additional Clean Energy Rewards money were approved by the Council, would the advertising dollars proposed to be cut be needed after all?

Response: The program is fully spent; therefore, the unexpended advertising funds are not needed. We do not support increasing funds for the program this year.

Department of General Services

S12-14: These reductions are structural repairs, carpentry, and painting. Are these all operating expenses? If some or all are personnel, could you please explain how the personnel costs will be reduced?

Response: These are operating expense reductions.

The Division of Fleet Management Services is delaying the replacement of public safety vehicles, for an estimated savings of \$1.5 million. Please provide detail of the number and age of cars that will not be replaced.

Response: DFMS will be replacing 149 Police vehicles this fiscal year (also 10 Sheriff, 7 FRS) 70% of replacements this year will be Public Safety. The exact vehicles which will be retained in the fleet will be determined when replacement vehicles arrive, and based on conditions such as maintenance costs, which is Fleet's usual practice. As a reminder, replacement criteria for P/S vehicles is a combination of age and mileage - 6yrs/120k miles. Units to be deferred are all well under the mileage threshold for replacement.

What are the current utilization statistics for MC CarShare?

Response: MC CarShare membership is up to 143 employees and 392.75 hours of usage for the month of October. Fleet is planning on dispersing existing MC CarShare vehicles to other locations housing County employees to continue to increase awareness and usage.

Department of Transportation

Why are cuts being proposed from the Parking District Funds? Is OMB planning to use the savings from these cuts as larger offsets against tax-supported funding for the Urban Districts, and/or for a larger administrative reimbursement to the General Fund, or some other such purpose? If so, that should be explicit in the savings plan?

Response: The Executive determined that all County government departments should participate in the savings plan. Expenditure reductions in the Parking Districts will create the opportunity to offset General Fund support to the Urban Districts and/or increase support from the Parking Districts to the Mass Transit Fund. In either case, greater relief could be provided to the tax supported budget if necessary.

In general, how will Parking Lot District patrons be affected by the reductions in painting, litter collection, and janitorial services? We have made significant investments in these areas and owners are paying for an increased level of services in these areas.

Response: Patrons may notice reduced visibility of striping for parking spaces and reduced levels of janitorial services and litter collection. As indicated in the transmittal, parking customers may experience more difficulty in properly identifying parking spaces and reduced standards of cleanliness.

Do any of the cuts to Fare Share and Super Fare Share cut into FY10 financial commitments for participating employers?

Response: Yes, cuts to Fare Share and to Friendship Heights and North Bethesda Super Fare Share impact commitments to participating employers.

Describe the service impact that suspending the Fare Share Program will have (\$79,000 countywide and \$8,270 in Wheaton). How will this impact the number of people using transit?

Response: Currently, there are five employers actively ordering with about 100 employees participating in the Fare Share program, and about 15 of those employees currently taking transit and receiving benefits. There are no active employers in Wheaton.

How much money has been spent from the Bikeway Maintenance Program since it was created?

Response: DOT spent \$20,936 in FY09, \$15,309 in FY08 and \$286,960 in FY07.

Will the \$100,000 reduction create any unsafe situations for bikeway users?

Response: Any serious situations will be addressed but maintenance on off-road bikeways is eliminated. The on-pavement bikeways will continue to be maintained as part of routine pavement maintenance, including sweeping and pavement repairs.

What do the reductions in Road Maintenance, Loop Detectors, and Patching, and Bus Shelter Maps (Transit) represent as a percentage of their respective FY10 budgets?

Response: 8%, 32%, 18%, and 37% respectively.

What level of service reduction will residents experience as a result of the \$100,000 cut to road maintenance?

Response: *This will impact litter pick-up, guardrail repair and replacement, and grading, and will limit our ability to respond to service requests. DOT doesn't expect major impacts due to this cut; however, delays to service will occur.*

Is the reduction for tree maintenance/stump removal (\$75,000) in the Transportation budget going to push out requests that have already been made? If so, will residents be made aware that no stump removals will happen until FY11?

Response: *This will push out stump removals that have already been received but emergency removals will be done. Residents will be informed of potential time frames when future requests are received.*

98

Resolution No: _____
Introduced: February 9, 2010
Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

Subject: Approval of Round 2 of the FY2010 budget savings plans for County Government, Montgomery County Public Schools, Montgomery College, and the Maryland-National Capital Park and Planning Commission

Background

1. On May 21, 2009 the Council approved the FY2010 operating budget for the County Government in Resolution No. 16-970. Action clause 49 stated that: "As a condition of spending any funds appropriated in this resolution and not disapproved or reduced under Charter Section 306, the Executive must transmit to the Council any recommended budget savings plan or similar action.... Any budget savings plan or similar action is subject to review and approval by the Council...."
2. In a memorandum to the Council President dated October 28, 2009, the Executive proposed the following savings for the remainder of FY2010 to help eliminate a large projected operating budget gap in FY2011:

Agency	Proposed Savings
County Government	\$16,593,800
MCPS	9,702,700
Montgomery College	1,070,790
M-NCPPC	2,180,000
Total	\$29,547,290

3. The Council's Committees reviewed the proposed savings, and on November 17, 2009 the Council approved the following savings in resolution 16-1196, which includes the detail of the approved savings.

Agency	Approved Savings
County Government	\$16,593,800
MCPS	9,900,000
Montgomery College	1,070,790
M-NCPPC	2,180,000
Total	\$29,744,590

4. In a memorandum to the Council President dated January 7, 2010, the Executive proposed a second savings plan for the remainder of FY2010 to maintain a positive balance in the General Fund and to help eliminate a large projected operating budget gap in FY2011. The savings include reductions in spending in the operating budget, reductions in current revenue spending in the capital budget, liquidation of encumbrances, and revenue increases.

Agency	Proposed Savings
County Government	\$40,785,950
MCPS	22,000,000
Montgomery College	3,550,000
M-NCPPC	3,752,000
Total	\$70,087,950

5. In a memorandum to the Council President dated February 3, 2010, the Executive revised his savings plan to reduce savings in Ride On costs in County Government.

Agency	Proposed Savings
County Government	\$40,482,000
MCPS	22,000,000
Montgomery College	3,550,000
M-NCPPC	3,752,000
Total	\$69,784,000

Action

1. The County Council for Montgomery County, Maryland approves Round 2 of the FY2010 budget savings plans as shown in the table below with detail on the following pages and in the attached documents. The savings include reductions in spending in the operating budget, reductions in current revenue spending in the capital budget, liquidation of encumbrances, and increases in revenue.

(100)

Agency	Approved Savings
County Government	\$40,398,580
MCPS	22,000,000
Montgomery College	3,550,000
M-NCPPC	3,752,000
Total	\$69,700,580

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

FY10 Budget Savings Plan, Round 2

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

Compared to the Executive's proposed plan:

Positive amounts are budget savings

Negative amounts are not budget savings

IA. On January 7, 2010, the Executive proposed the following savings plan:	Dollars
County Government	40,785,950
MCPS	22,000,000
Montgomery College	3,550,000
MNCPPC	3,752,000
Total	70,087,950

IB. On February 3, 2010, the Executive revised his savings plan:	
County Government	40,482,000
MCPS	22,000,000
Montgomery College	3,550,000
MNCPPC	3,752,000
Total (does not include savings the Executive proposed for FY11)	69,784,000

II. The Council made the following changes to the revised savings the Executive proposed for County Government:

Executive's proposed reductions	40,482,000
Do not reduce Montgomery Cares	(183,000)
Delay opening the Germantown-Milestone Fire Station 34 one month, from June 1 to July 1, 2010	139,000
Personnel costs for new Fire & Rescue civilian positions in the Emergency Communications Center are lower than budgeted	100,150
Restore 2 books in alternating months to Call-n-Ride Program	(299,160)
Eliminate Silver Spring Super Fare Share as of March 1	62,500
Reduction from traffic sign and marking materials, in addition to the Executive's reduction of \$100,000	31,660
Assign all revenue from parking fines increase of \$5 to transit	65,430
Reduce savings in operating expenses in the Council Office	(105,000)
Increase savings in personnel costs in the Council Office	105,000
Net change to savings the Executive recommended for County Government	(83,420)
Savings the Council approved for County Government	40,398,580

(102)

III. MCPS

Executive's proposed reductions	22,000,000
Council changes	0
Savings the Council approved	22,000,000

IV. Montgomery College

Executive's proposed reductions	3,550,000
Council changes	0
Savings the Council approved	3,550,000

V. MNCPPC

Executive's proposed reductions	3,752,000
Do not eliminate school ballfield maintenance	(181,300)
Close 11 park activity buildings	181,300
Savings the Council approved	3,752,000

SUMMARY The Council approved the following savings:

County Government	40,398,580
MCPS	22,000,000
Montgomery College	3,550,000
MNCPPC	3,752,000
Total savings the Council approved	69,700,580

Additional savings (less savings) compared to the Executive's revised savings	(83,420)
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103