

M E M O R A N D U M

May 6, 2010

TO: County Council
FROM: ^{JCA} Jean C. Arthur, Legislative Analyst
SUBJECT: FY11 Operating Budget: NDA – Inauguration & Transition

MFP Recommendation: The Committee recommends approval of the NDA – Inauguration and Transition at \$5,000, as recommended by the County Executive in the April 22 FY11 budget adjustments.

Background

The County Executive's original recommendation for the Inauguration and Transition NDA was \$50,000. At the first Committee meeting, Council staff recommended that the budget be cut to \$25,000. The Committee felt that it could be cut further and asked staff to come back with recommendations reflecting a lower budget. In the interim, the County Executive submitted the FY11 budget adjustments, in which this NDA was reduced by \$45,000 to \$5,000.

The Committee agreed that \$5,000 is an adequate budget for this NDA because the county is not likely to need funding for a transition office. The Committee noted, though, that should the County incur significant transition costs, a supplemental appropriation will be necessary.

The April 29 Committee packet is attached.

MFP Committee #6
May 3, 2010

Worksession

MEMORANDUM

April 29, 2006

TO: Management and Fiscal Policy Committee
FROM: Jean C. Arthur, ^{JCA} Legislative Analyst
SUBJECT: FY11 Operating Budget: NDA – Inauguration & Transition

The relevant pages from the FY10 and FY11 Operating and Capital Budget Adjustments are at © 1 and 2.

Expected for this worksession are:

Sonetta Neufville, Office of County Executive
Bryan Hunt, Office of Management and Budget

Background

At the April 22, 2010 Committee meeting, Councilmember Valerie Ervin requested more detailed information about potential costs of the 2010 inauguration. At that meeting, Council staff recommended that the NDA be reduced to \$25,000 from the Executive's recommended \$50,000.

The Committee requested further information from staff on the actual costs of putting on the inauguration ceremony. The Committee requested estimates at various levels of funding.

Both Council and Executive staff agreed to prepare estimates based on a budget of \$5,000. Since that meeting, the Executive, as part of the FY10 and FY11 budget adjustments, has recommended that the budget be reduced to \$5,000.

Staff has identified several areas where the County can save money in putting on the inauguration. Those are listed below. Executive staff will have additional information on costs at the worksession.

Staff Recommendation: Approve the NDA at \$5,000 as recommended in the April 22, 2010 FY11 budget adjustments. Please note that this will primarily cover inauguration costs; should the County incur significant transition costs, a supplemental appropriation would be necessary.

Invitations

In 2006, the County printed 1800 embossed invitations at a cost of \$1,183. The invitations had to be printed through an outside printer because the Department of General Services does not have the equipment necessary for embossed printing.

In 2010, many people communicate electronically, including sending invitations. County staff can design attractive invitations that can be sent via electronic mail to many potential employees.

The much smaller number of invitations needed to accommodate invitees who do not communicate electronically could be printed without being embossed.

Postage

Electronic invitations would also save money, because less postage would be necessary.

Venue

In 2006, the inauguration was held at the Music Center at Strathmore. Although the County did not pay a rental fee for the facility, it did pay the cost of using Strathmore Center staff for set up and other needs because of labor rules requiring use of that staff.

In 2010, the inauguration can be held in a facility where County employees can do the required work, which would be in their normal work hours. The inauguration has to be held during the day on the first Monday in December, which should eliminate the need for overtime for staff working the event.

Miscellaneous Expenses

In 2006, the County spent \$480 on flowers, including arrangements for the room in which participants gathered before the ceremony, and boutonnieres. That cost can be reduced or eliminated.

The County spent \$785 on backstage refreshments for participants. That cost also can be reduced by making different foods available, or it can be eliminated altogether.

Less expensive paper stock can be used for items that are printed.

Recommended Budget Adjustments

Tax Supported

HHS	Decrease Cost: Supplement to Providers of Developmental Disabilities (DD) Services	-181,900
HRC	Technical Adj: Shift funding from Human Rights to County Attorney for EEO Investigations and Defense of Complaints	-44,200
LIB	Reduce: Information Technology: Specialist and equipment	-168,000
LIB	Reduce: Substitutes and Pages	-136,290
LIB	Reduce: Materials	-138,000
LIB	Reduce: Administrative support: Administrative Specialist II	-115,710
LIB	Reduce: Miscellaneous OE	-35,000
NDA	Reduce: Inauguration & Transition (NDA)	-45,000
NDA	Reduce: Earned Income Tax Credit (EITC) Match by 33%	-5,394,100
NDA	Decrease Cost: EITC based on fewer number of program participants	-474,100
NDA	Eliminate: Community Grant to Capital PC User Group, Inc.	-2,500
NDA	Eliminate: Free Patron Parking at the Rockville Library	-143,540
NDA	Decrease Cost: Defer DCM Server Replacements	-450,000
NDA	Reduce: Historical Activities NDA	-177,670
NDA	Decrease Cost: Municipal Tax Duplication Payments an Additional 20%	-1,497,640
NDA	Increase Cost: Allocate Speed Camera Revenues to Municipalities	297,110
POL	Decrease Cost: Police Vehicle Equipment	-387,300
POL	Decrease Cost: Furlough Public Safety Managers	-27,860
REC	Increase Cost: Energy Tax Increase	258,440
REC	Decrease Cost: Gilchrist Center Program Manager	-67,570
REC	Eliminate: Teen Centers	-181,000
REC	Reduce: Close All Community Recreation and Senior Centers - 6 Days (December 24, 2010 - January 1, 2011)	-22,650
REC	Reduce: Planned Lifecycle Asset Replacement (PLAR)	-41,000
SHF	Decrease Cost: Furlough Public Safety Managers	-5,580
TRN	Reduce: Pedestrian Safety Programs	-483,010
TRN	Decrease Cost: Increase Lapse	-177,220
TRN	Increase Cost: Installing Parking Meters and Signs for Bethesda Library	15,000
MCG	Decrease Cost: Expedited Bill 16-10 - Imputed Compensation Limit	-6,599,550
	Subtotal MCG Expenditures	-19,662,850
Montgomery College		
MCC	Increase Cost: Energy Tax Increase	357,490
	Subtotal MC Expenditures	357,490
Maryland-National Capital Park and Planning Commission		
PPC	Increase Cost: Energy Tax Increase - Administration Fund	42,580
PPC	Increase Cost: Energy Tax Increase - Park Fund	121,190
PPC	Decrease Cost: Park Police and CAD Consolidation	-2,000,000
	Subtotal M-NCPPC Expenditures	-1,836,230
Debt Service		
DBS	Decrease Cost: Commercial Paper Expenditures	-1,000,000
	Subtotal DS Expenditures	-1,000,000
	Total Tax Supported Expenditures	-22,141,590

Detail on Recommended Budget Adjustments

Tax Supported

DECREASE COST: SUPPLEMENT TO PROVIDERS OF DEVELOPMENTAL DISABILITIES (DD) SERVICES -181,900

This reduction brings the total percent reduction to the DD supplement for non -Individual Support Services (ISS) and Family Support Services (FSS) from 4.7% to 7%. Funding for the supplement for ISS/FSS services was eliminated in the CE Recommended Budget because the ISS/FSS services are fully reimbursable by the State and therefore do not need a supplement. The 7% reduction is in line with the contract reductions taken department-wide.

Human Rights

TECHNICAL ADJ: SHIFT FUNDING FROM HUMAN RIGHTS TO COUNTY ATTORNEY FOR EEO INVESTIGATIONS AND DEFENSE OF COMPLAINTS -44,200

Shift funding from the Office of Human Rights to the County Attorney to perform the EEO function regarding the investigation and defense of complaints filed against the County.

NDA - Community Grants

ELIMINATE: COMMUNITY GRANT TO CAPITAL PC USER GROUP, INC. -2,500
Nonprofit withdrew the request.

NDA - Desktop Modernization

DECREASE COST: DEFER DCM SERVER REPLACEMENTS -450,000
Suspension of Enterprise and Public Safety server replacements.

NDA - Historical Activities

REDUCE: HISTORICAL ACTIVITIES NDA -177,670
The Executive recommends a reduction of 50% in the General Fund support for this Non-departmental Account.

NDA - Inauguration & Transition

REDUCE: INAUGURATION & TRANSITION (NDA) -45,000
Reduce funding for fiscal considerations. In FY11, \$5,000 would remain for related expenses.

NDA - Municipal Tax Duplication

DECREASE COST: MUNICIPAL TAX DUPLICATION PAYMENTS AN ADDITIONAL 20% -1,497,640
The Executive recommends an additional 20% reduction to the Municipal Tax Duplication payment. This is in addition to the 5% reduction including in the March 15 Recommended Budget.

INCREASE COST: ALLOCATE SPEED CAMERA REVENUES TO MUNICIPALITIES 297,110
In order to efficiently and effectively deploy speed detection cameras within municipalities, the Executive has negotiated Memorandum of Agreements (MOA) with Chevy Chase View, Kensington, and Poolesville for sharing speed camera revenues collected in the municipalities. Under recently approved amendments to State Law, municipalities are authorized to deploy their own speed cameras. However, since the County has an existing program it was more efficient and served broader public safety purposes to deploy these cameras under the auspices of the County's speed camera program provided the municipalities received the same amount of revenues (net of expenses) they would be due as if they issued these cameras on their own. The following distributions would be made pursuant to the MOA: Chevy Chase View (\$104,010); Kensington (\$144,980); and Poolesville (\$48,120)

NDA - Rockville Parking District

ELIMINATE: FREE PATRON PARKING AT THE ROCKVILLE LIBRARY -143,540
The County Executive Recommends eliminating free patron parking at the Rockville Library.