

Resolution No: 16-1376
Introduced: May 27, 2010
Adopted: May 27, 2010

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND**

By: County Council

SUBJECT: Approval of the Montgomery County Portion of the FY 2011 Maryland-National Capital Park and Planning Commission Operating Budget and Approval of the FY 2011 Planning Activities Work Program

Background

1. As required by Article 28, Section 2-118 of the Maryland Code, the Maryland-National Capital Park and Planning Commission (M-NCPPC) sent to the County Executive the Montgomery County portion of the FY 2011 Operating Budget. The Planning Board also submitted to the Council the Semi-Annual Report, which includes the work program for Planning Activities in the Montgomery County Park and Planning Departments.
2. The Executive sent to the County Council the proposed budget with his recommendations.
3. As required by Section 304 of the Charter, the County Council held public hearings on the Operating Budget and the Executive's recommendations on April 5, 6, 7, and 8, 2010.

Action

The County Council for Montgomery County, Maryland approves the following resolution for the Maryland-National Capital Park and Planning Commission:

1. The Council approves the FY 2011 Operating Budget in the amounts shown below. For FY 2011 only, the appropriations are being made at the department level, based on the assumption that the funds will be allocated by division as shown below. Any change in division allocation must be submitted to the Council for review and comment before being implemented.

Part I. Administration Fund

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Commissioner's Office	1,281,600	(258,940)	1,022,660
Planning Department			
Director Of Planning	503,600	(17,400)	486,200
Management and Technology Services	4,133,400	(355,800)	3,777,600
Community Based Planning	2,605,900	(468,600)	2,137,300
Urban Design	1,577,400	(278,600)	1,298,800
Environmental Planning	2,515,700	(642,100)	1,873,600
Transportation Planning	1,857,200	(505,100)	1,352,100
Development Review	1,387,300	(487,200)	900,100
Center for Research and Information Systems	2,929,200	(730,000)	2,199,200
Support Services	2,287,200	(406,220)	1,880,980
Subtotal Planning	\$19,796,900	(3,891,020)	\$15,905,880
Central Administrative Services			
Dept. of Human Resources & Mgmt.	2,485,900	(517,000)	1,968,900
Dept. of Finance	3,827,700	(653,250)	3,174,450
Legal Department	1,365,250	(326,400)	1,038,850
Merit System Board	60,950	(13,300)	47,650
CAS Support Services	525,500	(80,800)	444,700
Subtotal, Central Admin. Services	8,265,300	(1,590,750)	6,674,550
Total Admin. Fund	29,343,800	(5,740,710)	23,603,090

Part II. Park Fund

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Director of Parks	853,700	(73,200)	780,500
Special Programs	766,900	(126,900)	640,000
Park Information and Customer Service Management Services	1,276,300	(337,200)	939,100
Facilities Management	991,300	(169,300)	822,000
Technology Center	1,272,900	(399,900)	873,000
Park Planning and Stewardship	1,960,400	(301,500)	1,658,900
Park Development	4,055,900	(1,095,400)	2,960,500
Park Police	3,625,500	(1,239,900)	2,385,600
Park Police	13,379,600	(2,091,100)	11,288,500
Horticultural Services	6,761,000	(1,488,100)	5,272,900
Central Maintenance	12,277,400	(1,517,500)	10,759,900
Northern Region	9,532,800	(1,582,900)	7,949,900
Southern Region	14,292,400	(2,793,400)	11,499,000
Support Services	11,683,200	(462,920)	11,220,280
Subtotal, Park Operations	82,729,300	(13,679,220)	69,050,080
Debt Service	4,307,800	0	4,307,800
Total Expenditures	87,037,100	(13,679,220)	73,357,880

Part III. Grants

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Admin. Fund Future Grants	150,000	0	150,000
Park Fund Future Grants	400,000	0	400,000
POS Grants (Park Fund)	25,000	(25,000)	0
Total Expenditures	575,000	(25,000)	550,000

Part IV. Self Supporting Funds

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Enterprise Fund	9,239,800	(61,200)	9,178,600
Property Management Fund	1,067,000	0	1,067,000
Total Expenditures	10,306,800	(61,200)	10,245,600

Part V. Advance Land Acquisition Debt Service Fund

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Debt Service	631,700	0	631,700
Total Expenditures	631,700	0	631,700

Part VI. Internal Service Fund

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Risk Management Fund	3,677,700	0	3,677,700
Capital Equipment Fund	1,821,500	0	1,821,500
Silver Place/MRO Headquarters	0	0	0
Total Expenditures	5,499,200	0	5,499,200

Part VII. Special Revenue Fund

	M-NCPPC Jan 2010 Request	Council Changes	Council Approved Expenditures
Special Revenue Funds Expenditures	6,020,400	(61,000)	5,959,400
Total Expenditures	6,020,400	(61,000)	5,959,400

2. This resolution does not include funds for cost of living allowances or merit increases in FY 2011. The Planning Board will determine the number of furlough days, if any, necessary to balance the M-NCPPC budget.
3. The expenditure for Montgomery County’s share of the Bi-County Central Administrative Services (CAS) offices is:

Personnel Services	6,359,650
Supplies and Materials	176,100
Other Services	1,633,250
Capital Outlay	-
Total	8,169,000
Chargebacks	(1,494,450)
Total after Chargebacks	6,674,550

4. The Council requests that the Planning Board send to the Council and to the Executive, within 20 days after the end of each quarter, a budget report for that quarter.
5. The Council requests that the Planning Board send to the Council and to the Executive, within 20 days after the end of each quarter, a report of authorized positions (career and contractual) and filled versus vacant positions (career and contractual) on the first day of each month.
6. The Council appropriates \$150,000 for Future Grants in the Administration Fund and \$400,000 for Future Grants in the Park Fund, which provide funds for specific programs designated in a grant, contribution, reimbursement, or other non-county funding source received in FY 2011. If the actual amount received exceeds the limit in either the Administration or Park Fund, the Commission may use the total of \$550,000 as the limit for both funds after notifying the Council in writing of this intent (including information on prospective grants). Whenever M-NCPPC receives funds for a program from a grant source, M-NCPPC may transfer funds from these appropriations to the program. The following conditions are established on the use of this transfer authority:
 - a) The program must not require any present or future County funds.
 - b) Subject to the balance in the account, any amount can be transferred in FY 2011 for any program which meets at least one of the following four conditions: (1) the amount is \$200,000 or less; (2) the program was funded in FY 2010; (3) the program was included in the FY 2011 budget; (4) the program was funded by the Council in a supplemental or special appropriation in FY 2011. Any program that does not meet one of these four conditions must be funded in a supplemental or special appropriation.

- c) M-NCPPC must notify the Executive and the Council after each transfer within one month after the transfer occurs.
7. The Council approves the revenue transfer of \$1,528,000 from the Administration Fund to the Development Review Special Revenue Fund.
8. The Council approves the revenue transfer of \$785,000 from the County Government General Fund to the Interagency Agreements Special Revenue Fund for maintenance of Montgomery County Public School fields.
9. The Council approves the appropriation of \$254,800 in the County Government Historical Activities Non Departmental Account to provide M-NCPPC staff support to the Montgomery County Historic Preservation Commission.
10. The Council approves the master plan schedule attached to this resolution.
11. This resolution does not include any funds for the pre-funding of retiree health insurance for tax-supported funds.
12. The current economic crisis has made it imperative that Montgomery County find ways to restructure the delivery of services in order to eliminate duplication and reduce future costs. The County Council and the County Executive believe that there may be long-term cost savings and operational efficiencies from consolidating the law enforcement and related support functions of the Montgomery County Division of the M-NCPPC Park Police and the Montgomery County Police Department. Any restructuring of these agencies must continue to provide residents and visitors with a safe park system.

The Montgomery County Police Department and the M-NCPPC Park Police dispatch calls-for-service using separate Computer Aided Dispatch (CAD) systems. Consolidation of communications, including call-taking, dispatch, and related reporting and records management systems has the potential to reduce long-term personnel and operating costs and ensure interoperability. Consolidating communications will have operational impacts on both the Park Police and the County Police and must be achieved through careful planning that includes adequate testing. Consolidation of communications should be the first effort undertaken in the longer term effort to consolidate law enforcement functions.

The Council requests that by July 1, 2010, the County Executive and the Montgomery County Department of Parks convene a work group with representatives from the Parks Department, Montgomery County Police Department, Office of Management and Budget, and County Council staff to develop a transition plan for the consolidation of call-taking, dispatch, and related records management functions. The consolidation of communications is expected to result in the use of a common Computer Aided Dispatch System, the County Police dispatch configuration, and a reduction in the number of overall communications positions. The Council recognizes that this will require operational changes for the Park Police including a reconfiguration of patrol beats and supervision. As a condition of spending funds appropriated in this resolution, the work group must provide the Council with a progress report by September 15, 2010. The Executive and the Department of Parks may

begin to implement this consolidation prior to the progress report. The progress report should include:

- A summary of the Park Police's current process for call-taking, dispatch, and related records management functions and how they have been reassigned.
- A summary of Park Police and County Police operational changes needed for consolidation.
- A summary of how other duties currently handled by Parks Department communications staff will be reassigned under a consolidated model.
- A proposed timeline for consolidation.
- A summary of estimated short-term and long-term costs and savings.
- Information on whether there is a requirement for a change to State law or whether an inter-agency memorandum of understanding may be used.
- The expected impact on Parks Department and County Government employees.

The Council also requests that the County Executive and the Department of Parks work collaboratively to determine the extent to which and how County Police Officers and Park Police Officers can be redeployed to support county-wide public safety needs which include pro-active patrol of parkland. A progress report on these efforts must be provided to the Council by January 15, 2011.

It is not the intent of the Council that any requirements in this provision would prevent M-NCPPC and the Montgomery County Government from entering into any inter-agency memorandum of understanding that is agreeable to both agencies and would result in efficiencies and cost savings from shared services.

13. The Council acknowledges the increased efforts made by the Montgomery County Department of Parks and Department of Recreation to collaborate on multiple issues; both entities, however, continue to provide recreation programs and services. The Council believes that consolidating class/program registration, facility and athletic field permitting, and additional recreation programs (as detailed below) into County Government will create a more streamlined and user-friendly system for County residents. The Council also believes this consolidation, over time, will lead to budget savings and operational efficiencies.

As a condition of the funds appropriated in this resolution, by the third quarter of FY 2011 the County Government must be responsible for: (1) administering all recreation facility and athletic field permitting under the auspices of the Office of Community Use of Public Facilities; (2) managing a single-entry registration system for all programs and classes operated by the Department of Recreation or Department of Parks (excluding Enterprise Fund activities); and (3) operating all classes, camps, and trips now offered by the Recreation Department or the Parks Department except for the operation of:

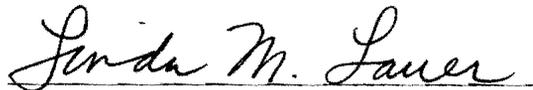
- Ice skating/hockey programs and classes;
- Tennis programs and classes; and

- Nature, interpretive, horticultural, and gardening programs and classes at the Nature Centers and Brookside Gardens provided by M-NCPPC personnel or volunteers.

The County Executive must provide the Council with a transition plan by December 1, 2010 that details how the consolidation delineated above will be accomplished. The staffs from M-NCPPC and County Government must work collaboratively to develop and implement the transition during FY 2011. The transition plan must:

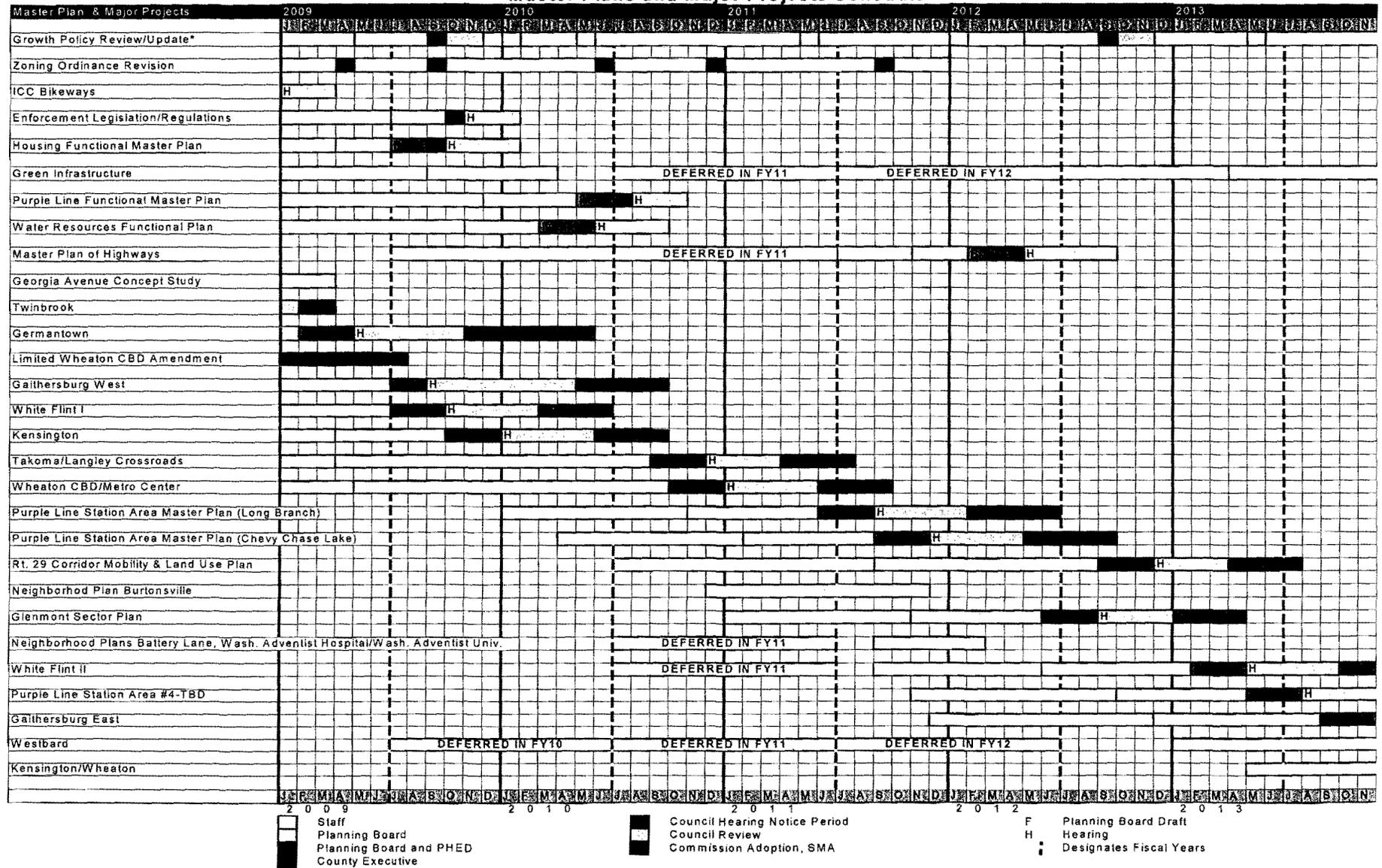
- Identify the specific responsibilities and activities of the Parks Department that will be transferred into County Government and describe where/how those functions will be provided going forward;
- Describe any requisite transfer of resources from the Department of Parks to County Government;
- Address any labor and/or collective bargaining issues that result from consolidation;
- Consider the use of inter-agency memorandums of understanding or contracts in order to minimize any negative impacts on employees whose functions are shifted; and
- Provide an implementation timeline that completes the consolidation outlined above in time for the FY 2011 "spring" recreation program season.

This is a correct copy of Council action.



Linda M. Lauer, Clerk of the Council

Master Plans and Major Projects Schedule



** Growth Policy assumed to be on a quadrennial cycle for APFO standards.