
Maryland-National Capital Park and Planning Commission

MISSION STATEMENT

The Maryland-National Capital Park and Planning Commission (M-NCPPC) in Montgomery County manages physical growth and plans communities, protects and stewards natural, cultural and historical resources, and provides leisure and recreational experiences.

BUDGET OVERVIEW

The M-NCPPC was established by the General Assembly of Maryland in 1927. As a bi-county agency, the Commission is a corporate body of, and an agency created by, the State of Maryland. The Commission operates in each county through a Planning Board and, in Montgomery County, a Park Commission. Five board members, appointed by the County Council, serve as the Montgomery County members of the Commission. The Planning Board exercises policy oversight to the Commissioners' Office, the Parks Department, the Planning Department, and Central Administrative Services.

On January 15 each year, M-NCPPC submits to the County Council and the County Executive the M-NCPPC proposed budget for the upcoming fiscal year. That document is a statement of mission and goals, justification of resources requested, description of work items accomplished in the prior fiscal year, and a source of important statistical and historical data. The M-NCPPC proposed budget is available for review in Montgomery County Public Libraries and can be obtained by contacting the M-NCPPC Budget Office at 301.454.1741 or visiting the Commission's website at www.mncppc.org. Summary data only are included in this presentation.

Tax Supported Funds

The M-NCPPC tax supported Operating Budget consists of the Administration Fund, the Park Fund, and the Advance Land Acquisition (ALA) Debt Service Fund. The Administration Fund supports the Commissioners' Office, the Montgomery County-funded portion of the Central Administrative Services (CAS) offices, and the Planning Department. The Administration Fund is supported by the Regional District Tax, which includes Montgomery County, less the municipalities of Barnesville, Brookeville, Gaithersburg, Laytonsville, Poolesville, Rockville, and Washington Grove.

The Park Fund supports the activities of the Parks Department and Park Debt Service. The Park Fund is supported by the Metropolitan District Tax, whose taxing area is identical to the Regional District.

The Advance Land Acquisition (ALA) Debt Service Fund supports the payment of debt service on bonds issued to purchase land for a variety of public purposes. The Advance Land Acquisition Debt Service Fund has a countywide taxing area.

Non-Tax Supported Funds

There are three non-tax supported funds within the M-NCPPC that are financed and operated in a manner similar to private enterprise. These self-supporting operations are the Enterprise Fund, the Property Management Fund, and the Special Revenue Fund.

Grants are extracted from the tax supported portion of the fund displays and displayed in the Grant Fund. The Grant Fund, as displayed, consists of grants from the Park and Administration Funds.

These funds are used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. M-NCPPC is now reporting them in accordance with Statement No. 34 of the Governmental Accounting Standards Board (GASB), issued June 1999. The budgets are associated with Planning and Parks operations throughout the Commission.

Spending Affordability Guidelines

In February 2010, the Council approved FY11 Spending Affordability Guidelines (SAG) of \$102,800,000 for the tax-supported funds of the M-NCPPC, which is a 3.6 percent decrease from the \$106,646,100 approved FY10 budget. For FY11, the Commission has requested \$112,073,100 excluding debt service, \$9,273,100 above the total SAG amount of \$102,800,000. The County Executive recommends approval of \$91,599,090.

The total requested budgets for the Enterprise Fund, Property Management Fund, Special Revenue Funds, ALA Debt Service Fund, and Grant Fund, are \$17,533,900, a 2.0 percent decrease from the \$17,894,500 total FY10 approved budget. The County Executive recommends approval of \$17,472,700.

Commissioners' Office

The Commissioners' Office supports the five Planning Board members and enhances communication among the Planning Board, County Council, County residents, other governmental agencies, and other Commission departments.

Planning Department

The Planning Department provides recommendations, information, analysis, and services to the Montgomery County Planning Board (who also serve as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. In addition, the Department is responsible for the preparation of master plans and sector plans which are recommended by the Planning Board and approved by the County Council. The Department reviews development applications for conformance with existing laws, regulations, master plans, and policies and then presents its recommendations to the Planning Board for action. The Department gathers and analyzes various types of census and development data for use in reports concerning housing, employment, population growth, and other topics of interest to the County Council, County government, other agencies, the business community, and the general public.

Planning Activities

The Planning Activities section recommends plans that sustain and foster communities and their vitality; implements master plans and manages the development process; provides stewardship for natural resources; delivers countywide forecasting, data, and research services; and supports intergovernmental services.

Central Administrative Services

The mission of the Central Administrative Services (CAS) is to provide effective, responsive, and efficient administrative, financial, human resource, and legal services for the M-NCPPC and its operating departments. Costs of the bi-county CAS office are divided equally between Montgomery and Prince George's Counties.

Parks Department

The Parks Department provides recommendations, information, analysis, and services to the Montgomery County Planning Board (who also serve as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. The Department also oversees the acquisition, development, and management of a nationally recognized, award winning park system providing County residents with open space for recreational opportunities and natural resources stewardship.

Montgomery Parks

Montgomery Parks oversees a comprehensive park system of 410 parks of different sizes, types, and functions that feature Stream Valley and Conservation Parks, Regional and Special Parks, and Local and Community Parks. Montgomery Parks serves County residents as the primary provider of open space for recreational opportunities and maintains and provides security for the park system.

Debt Service - Park Fund

Park Debt Service pays principal and interest on the Commission's acquisition and development bonds. The proceeds of these bonds are used to fund the Local Parks portion of the M-NCPPC Capital Improvements Program.

Debt Service - Advance Land Acquisition Debt Service Fund and Revolving Fund

The Advance Land Acquisition Debt Service Fund pays principal and interest on the Commission's Advance Land Acquisition bonds. The proceeds of the Advance Land Acquisition bonds support the Advanced Land Acquisition Revolving Fund (ALARF).

ALARF activities include the acquisition of land needed for State highways, streets, roads, school sites, and other public uses. The Commission may only purchase land through the ALARF at the request of another government agency, with the approval of the Montgomery County Council.

Enterprise Fund

The Enterprise Fund accounts for various park facilities and services which are entirely or predominantly supported by user fees. Recreational activities include: ice rinks, indoor tennis, conference and social centers, boating, camping, and nature center programs. Operating profits are reinvested in new or existing public revenue-producing facilities through the Capital Improvements Program.

Property Management Fund

The Property Management Fund manages leased facilities located on parkland throughout the County, including single family houses, apartment units, businesses, farmland, and facilities which house County programs.

COUNTY EXECUTIVE RECOMMENDATIONS

The County Executive's recommended FY11 level of expenditure for M-NCPPC is \$91,599,090, 14.1 percent below the FY10 approved budget for tax supported funds, exclusive of debt service. The Executive's recommended total is \$11,200,910 or 10.9 percent under Council Spending Affordability Guidelines (SAG).

Park Fund

The County Executive recommends a Park Fund budget of \$68,218,580, excluding debt service. This proposed funding represents a \$10,800,520 or 13.7 percent decrease from the FY10 approved budget. The Executive recommends a reduction of \$635,000 from the Commission's request for merit increases, a reduction of \$1,010,000 for requested General Wage Adjustment increases, and a reduction of \$12,936,910 to be determined by the Commission. Park Fund debt service increased by \$3,400 from \$4,304,400 in FY10 to \$4,307,800 in FY11. The level of budget reduction recommended by the County Executive is comparable to the reductions required in the FY11 Recommend Recreation Operating Budget.

Administration Fund

The County Executive recommends an Administration Fund budget of \$23,380,510. This represents a \$4,246,490 or 15.4 percent decrease from the FY10 approved budget. The Executive recommends a reduction of \$265,700 from the Commission's request for merit increases, a reduction of \$401,900 for requested General Wage Adjustment increases, and a reduction of \$5,327,700 to be determined by the Commission. The Executive recommends a transfer from the Administration Fund to cover costs in the Special Revenue Fund in the amount of \$1,528,000, the same amount as in FY10. The level of budget reductions recommended by the County Executive is comparable to other similar departments in the County's FY11 Operating Budget, including the Offices of the County Executive's 26% decrease.

ALA Debt Service

The County Executive recommends ALA debt service funding of \$631,700 a decrease of \$17,900 or 2.8 percent from the FY10 approved budget. The cost decrease is due to lower bond interest.

Enterprise Fund

The County Executive recommends an Enterprise fund budget of \$9,178,600. This represents a \$1,196,200 or 11.5 percent decrease from the FY10 approved budget of \$10,374,800. The Executive recommends a reduction of \$26,600 from the Commission's request for merit increases and a reduction of \$34,600 for requested General Wage Adjustment increases.

Property Management Fund

The County Executive concurs with the M-NCPPC request for funding of \$1,067,000. This represents a \$40,300 or 3.9 percent increase above the FY10 approved budget of \$1,026,700.

Special Revenue Fund

The County Executive recommends a Special Revenue Fund budget of \$6,020,400. This represents a \$752,000 or 14.3 percent increase from the FY10 approved budget. The Executive recommends a transfer from the Administration Fund to cover costs in the Special Revenue Fund in the amount of \$1,528,000, the same level as FY10, and a transfer of \$785,000 from the General Fund to cover costs associated with the maintenance of MCPS Ballfields.

In addition, this agency's Capital Improvement Program (CIP) requires Current Revenue funding.

PROGRAM CONTACTS

Contact Holly Sun of the M-NCPPC at 301.454.1741 or Amy Wilson of the Office of Management and Budget at 240.777.2775 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY09	Budget FY10	Estimated FY10	Recommended FY11	% Chg Bud/Rec
ADMINISTRATION FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Administration Fund Personnel Costs	0	0	0	0	—
Operating Expenses	26,241,385	27,627,000	26,554,020	23,380,510	-15.4%
Capital Outlay	0	0	0	0	—
Administration Fund Expenditures	26,241,385	27,627,000	26,554,020	23,380,510	-15.4%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	211.4	216.9	216.9	217.0	0.0%
REVENUES					
Intergovernmental	868,103	0	0	0	—
Property Tax	27,503,864	27,709,310	27,551,330	21,657,440	-21.8%
User Fees	424,484	287,500	367,250	350,000	21.7%
Investment Income	201,425	90,000	30,000	90,000	—
Miscellaneous	0	0	22,990	0	—
Administration Fund Revenues	28,997,876	28,086,810	27,971,570	22,097,440	-21.3%
PARK FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	77,824,224	79,019,100	76,662,080	68,218,580	-13.7%
Debt Service Other	3,804,650	4,304,400	4,304,400	4,307,800	0.1%
Capital Outlay	0	0	0	0	—
Park Fund Expenditures	81,628,874	83,323,500	80,966,480	72,526,380	-13.0%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	688.2	688.5	688.5	700.6	1.8%
REVENUES					
Property Tax	76,815,841	76,970,290	76,531,480	69,596,600	-9.6%
Facility User Fees	1,446,153	1,879,800	1,729,800	1,686,000	-10.3%
Investment Income	377,695	180,000	40,000	110,000	-38.9%
Investment Income: CIP	289,009	30,000	60,000	170,000	466.7%
Intergovernmental	20,018	0	0	0	—
Miscellaneous	145,549	74,100	110,000	85,600	15.5%
Park Fund Revenues	79,094,265	79,134,190	78,471,280	71,648,200	-9.5%
ALA DEBT SERVICE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
ALA Debt Service Fund Personnel Costs	0	0	0	0	—
Operating Expenses	0	0	0	0	—
Debt Service Other	1,678,914	649,600	649,600	631,700	-2.8%
Capital Outlay	0	0	0	0	—
ALA Debt Service Fund Expenditures	1,678,914	649,600	649,600	631,700	-2.8%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					

	Actual FY09	Budget FY10	Estimated FY10	Recommended FY11	% Chg Bud/Rec
Property Tax	1,700,802	1,800,840	1,791,560	1,810,670	0.5%
ALA Debt Service Fund Revenues	1,700,802	1,800,840	1,791,560	1,810,670	0.5%
GRANT FUND MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Grant Fund MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	275,448	575,000	575,000	575,000	—
Capital Outlay	0	0	0	0	—
Grant Fund MNCPPC Expenditures	275,448	575,000	575,000	575,000	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					
Administration Fund Grants	0	150,000	150,000	150,000	—
Park Fund Grants	275,448	425,000	425,000	425,000	—
Grant Fund MNCPPC Revenues	275,448	575,000	575,000	575,000	—
ENTERPRISE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Enterprise Fund Personnel Costs	0	0	0	0	—
Operating Expenses	7,736,407	9,068,820	7,976,300	7,903,500	-12.8%
Debt Service Other	1,321,567	1,305,980	1,298,300	1,275,100	-2.4%
Capital Outlay	0	0	0	0	—
Enterprise Fund Expenditures	9,057,974	10,374,800	9,274,600	9,178,600	-11.5%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	104.6	113.1	113.1	110.9	-1.9%
REVENUES					
Intergovernmental	82,249	0	0	0	—
Rentals	2,419,036	2,691,300	2,502,400	2,586,400	-3.9%
Fees and Charges	5,456,653	6,542,800	6,097,200	6,372,000	-2.6%
Merchandise Sales	651,471	797,400	630,900	761,200	-4.5%
Concessions	88,899	88,000	49,500	88,500	0.6%
Non-Operating Revenues/Interest	49,735	50,000	20,900	30,000	-40.0%
Enterprise Fund Revenues	8,748,043	10,169,500	9,300,900	9,838,100	-3.3%
PROP MGMT MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Prop Mgmt MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	906,037	1,026,700	775,600	1,067,000	3.9%
Capital Outlay	0	0	0	0	—
Prop Mgmt MNCPPC Expenditures	906,037	1,026,700	775,600	1,067,000	3.9%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	3.5	3.5	3.5	3.5	—
REVENUES					
Investment Income	29,818	25,000	0	0	—
Rental Income	876,219	1,001,700	766,600	807,000	-19.4%
Prop Mgmt MNCPPC Revenues	906,037	1,026,700	766,600	807,000	-21.4%
SPECIAL REVENUE FUNDS					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Special Revenue Funds Personnel Costs	0	0	0	0	—
Operating Expenses	3,971,292	5,268,400	4,875,500	6,020,400	14.3%
Capital Outlay	0	0	0	0	—
Special Revenue Funds Expenditures	3,971,292	5,268,400	4,875,500	6,020,400	14.3%

	Actual FY09	Budget FY10	Estimated FY10	Recommended FY11	% Chg Bud/Rec
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	38.5	27.1	27.1	27.5	1.5%
REVENUES					
Intergovernmental	575,692	545,800	545,800	1,330,800	143.8%
Miscellaneous	306,804	0	0	0	—
Investment Income	65,103	10,000	10,000	30,000	200.0%
Service Charges	1,725,081	2,398,000	1,786,300	2,572,400	7.3%
Special Revenue Funds Revenues	2,672,680	2,953,800	2,342,100	3,933,200	33.2%
DEPARTMENT TOTALS					
Total Expenditures	123,759,924	128,845,000	123,670,800	113,379,590	-12.0%
Total Full-Time Positions	0	0	0	0	—
Total Part-Time Positions	0	0	0	0	—
Total Workyears	1,046.2	1,049.1	1,049.1	1,059.5	1.0%
Total Revenues	122,395,151	123,746,840	121,219,010	110,709,610	-10.5%

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