# Recommended FY18 Budget

\$51,926,670

## **Full Time Equivalents**

96.95

### Mission Statement

The mission of the Department of Housing and Community Affairs (DHCA) is to plan and implement activities which prevent and correct problems that contribute to the physical decline of residential and commercial areas; ensure fair and equitable relations between landlords and tenants; increase the supply of affordable housing; and maintain existing housing in a safe and sanitary condition.

### **Budget Overview**

The total recommended FY18 Operating Budget for the Department of Housing and Community Affairs is \$51,926,670, an increase of \$3,225,350 or 6.62 percent from the FY17 Approved Budget of \$48,701,320. Personnel Costs comprise 20.05 percent of the budget for 102 full-time position(s) and three part-time position(s), and a total of 96.95 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses and Debt Service account for the remaining 79.95 percent of the FY18 budget.

DHCA expects the total signed agreements for affordable housing projects through the Payment in lieu of Taxes (PILOT) program to abate \$16.2 million in taxes in FY18.

#### **County Government Reorganization**

In FY17, DHCA reorganized the Department to better align senior management responsibilities, creating a new Division of Finance and Administration. This action allowed for division chiefs to provide more in-depth oversight of their primary functional areas, to implement new programs (the Common Ownership Community (COC) Program) and initiatives (Bill 19-15), and provided a more equitable distribution of workload among the Divisions of Housing, Community Development, and Finance and Administration.

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

## Linkage to County Result Areas

While this program area supports all eight of the County Result Areas, the following are emphasized:

- Affordable Housing in an Inclusive Community
- Healthy and Sustainable Neighborhoods
- A Responsive, Accountable County Government

### Department Performance Measures

Performance measures for this department are included below (where applicable), with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY17 estimates reflect funding based on the FY17 approved budget. The FY18 and FY19 figures are performance targets based on the FY18 recommended budget and funding for comparable service levels in FY19.

#### Initiatives

- Invest over \$53 million in affordable housing including the Montgomery Housing Initiative (MHI) Fund and utilize \$17 million from the Affordable Housing Acquisition and Preservation CIP project. This increases dedicated funding and provides for renovation of distressed housing, the acquisition and preservation of affordable housing units, creation of housing units for special needs residents, services to the "Building Neighborhoods to Call Home" and "Housing First", and creation of mixed-income housing. Since FY08, \$902 million has been invested in support of affordable housing, leveraging \$987 million in non-County funding.
- Add funds to implement Bill 19-15 to achieve goals of enhancing landlord-tenant outreach, tenant protections, and housing code enforcement through the addition of program staff, funding for information technology improvements, translation of the standard lease and other housing-related information, and greater education and outreach.
- Continue the County's commitment to affordable senior housing by providing a letter of commitment for the Mt. Jezereel senior housing project. This proposed 75-unit, newly-constructed, mixed-income senior rental property will be located at 420 University Blvd in Silver Spring and will contain a 67 units affordable to seniors at or below 60 percent of the Area Median Income (AMI).
- Introduce the Montgomery Homeownership Program, a partnership between the Maryland Mortgage Program and Montgomery County, to support eligible homebuyers purchasing in Montgomery County with up to \$40,000 in down payment assistance. This financial incentive aims to help working families and first-time home buyers achieve affordable homeownership in the County. Eligible homebuyers can take advantage of this assistance by purchasing their home through the Maryland Mortgage Program, which has helped thousands of families achieve homeownership and comes with the security that only the State's flagship homeownership program can provide.
- Continue to use resources from the MHI fund to support rental assistance programs in DHCA, Health and Human Services (HHS), and the Housing Opportunities Commission (HOC). Over 2,150 households were assisted in FY17 and over 2,150 are projected to be assisted in FY18.
- Introduce the Moderately Priced Dwelling Units (MPDU) Preservation Initiative, which preserves MPDU affordability at expiring properties. Over 700 units will expire over the next 10 years. The first MPDU Preservation Initiative project preserved the affordability of 50 of 63 MPDU units.
- Continue to receive funding from Federal grants (i.e., Community Development Block Grant CDBG, the HOME Investment Partnership Grant, and the Emergency Solutions Grant), which provide funding for affordable housing, housing rehabilitation, commercial revitalization, focused neighborhood assistance, public services, and preventing homelessness.
- Enhance the COC Program to include funding for physical assessments, capital needs studies, financial advisory services, and legal/management consulting for condominium associations experiencing non-performance issues such as a high incidences of foreclosures and condo fee delinquencies.
- Expand neighborhood revitalization activities into the Ridgeline community, study other possible neighborhoods in Montgomery Village in need of revitalization activities, and continue revitalization projects in the McKendree Community, Kimberly Place, and Grand Bel II.

Provide an enhanced weatherization program aimed at reducing the energy-related expenses of limited-income consumers. This program augments existing weatherization funding to provide deeper, more extensive improvements to limited-income residents. This may include more comprehensive remediation of the building envelope, electrical system and space conditioning systems.

### Accomplishments

- ✓ Completed renovations at Progress Place (a collaboration among Department of General Services (DGS), HHS, and DHCA), which includes the relocation of several Montgomery County supportive housing service providers to a new, consolidated location in Silver Spring. The relocation furnishes providers with a new and improved space while integrating 21 units of supportive, transitional housing within the facility.
- Continued the County's commitment to inclusive transit-oriented development by completing Fenwick Lane Condos, a project that consists of the acquisition, rehabilitation, and conversion of a 79,462 square foot eight-story office building into 102 market-rate, for-sale condominiums located in downtown Silver Spring that will be available as affordable workforce housing.
- Worked with Montgomery Housing Partnership to acquire three separate multifamily properties including Forest Glen Apartments, Hillbrooke Towers and Hillwood Manor. A total of 222 units were acquired, of which a minimum of 50 percent of the units are affordable to households at or below 60 percent of the AMI.
- ☑ Received two National Association of Counties (NACo) awards for the development of two separate case management systems (MPDU and Code Enforcement).
- ✓ Continue commercial facade easement programs in the Colesville/New Hampshire and Burtonsville areas, including the completion of two properties in Burtonsville.
- ✓ Conducted over 25,000 housing code inspections, including inspections of approximately 6,000 multifamily rental units in the County and approximately 2,000 housing units in Takoma Park; set-up 8,400 property case files resulting in civil citations for 342 property owners (96 percent of violations were corrected without the issuance of a citation).
- Mediated nearly 700 landlord-tenant disputes, responded to over 6,600 landlord-tenant service requests, and held five landlord-tenant informational seminars including one regarding health care for seniors to share information regarding seniors aging in-place and programs available to them for reasonable or no cost.

## Innovations and Productivity Improvements

- \*\* Performed a review of all Departmental data repositories, establishing a data quality improvement plan in order to more effectively support internal business processes, decision making and business intelligence, and application integration.
- \*\* Continue the Department's IT modernization initiative which replaces all legacy core business systems with modern browser-based applications providing an effective service-oriented application infrastructure. This multi-year initiative supports the efficient delivery of new applications, the maintenance of existing ones, and the effective integration between data repositories and case management systems.
- \*\* Continue to refine the Annual Rent Survey to increase adherence to the voluntary rent guideline and introduce rental market transparency by capturing countywide rent data on a per-unit basis allowing for rent analysis. This information is published on montgomerycountymd.gov/open.

## **Program Contacts**

Contact Tim Goetzinger of the Department of Housing and Community Affairs at 240.777.3728 or Pofen Salem of the Office of Management and Budget at 240.777.2773 for more information regarding this department's operating budget.

## **Program Descriptions**

## Multi-Family Housing Programs

This program creates and preserves affordable multi-family housing units. Loans are made to the HOC, nonprofit organizations, property owners, and for-profit developers. This program provides funding to:

- preserve existing affordable housing units;
- · construct and acquire affordable housing units;
- rehabilitate existing rental housing stock;
- participate in housing or mixed-use developments that will include affordable housing;
- acquire land to produce affordable housing; and
- provide low income rental housing assistance.

Major funding for these projects is provided from the Montgomery Housing Initiative Fund, the Federal HOME Grant, the Federal Community Development Block Grant, and State grants. The program emphasizes the leveraging of County funds with other public and private funds in undertaking these activities.

Program Performance Measures	Actual FY15	Actual FY16	Estimated FY17	Target FY18	Target FY19
Total affordable housing units preserved <sup>1</sup>	2,646	3,644	3,314	3,248	3,228
Total affordable housing units produced	983	1,271	1,243	722	647
Cost per unit of affordable housing units produced <sup>2</sup>	64,317	27,202	35,781	23,718	24,584
Cost per unit of affordable housing units preserved	3,346	3,558	8,670	8,484	10,328

<sup>1</sup> Preservation increases projected in FY14-18 due to increases in MHI rental assistance funding.

<sup>&</sup>lt;sup>2</sup> DHCA projects a few well-leveraged housing developments to come on-line in FY17 and FY18. These projects effectively reduce the projected cost per-unit in those fiscal years. The reverse is true for FY15 and projected FY16. The average cost per-unit in this category during those fiscal years is approximately \$65,000.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	34,688,499	8.40
Enhance: Rental Assistance Program (Estimated Increase in Recordation Tax Premium Revenue)	789,838	0.00
Enhance: Affordable Housing Loans	107,004	0.00
Enhance: Rebuilding Together	100,000	0.00
Decrease Cost: Debt Service Other	(2,260)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(177,794)	(1.50)
FY18 Recommended	35,505,287	6.90



#### Affordable Housing Programs

This program creates and preserves affordable single-family housing units. It enforces Chapter 25A of the County Code to ensure that Moderately Priced Dwelling Units (MPDUs) are provided and monitored for resale control. The Code requires that 12.5 percent to 15.0 percent of an approved development of 20 dwelling units or more be MPDUs, depending on the amount of density bonus achieved. The housing units produced are marketed at controlled prices, which makes them affordable to moderate-income households. Additional single-family (SF) housing programs provide funding to replace and rehabilitate single-family housing units, and rehabilitate group homes (GH) for the special needs population. In addition, this program is responsible for the Work Force Housing Program.

Program Performance Measures	Actual	Actual	Estimated	Target	Target
	FY15	FY16	FY17	FY18	FY19
Number of housing units improved/rehabilitated <sup>1</sup>	50	86	120	115	115

<sup>&</sup>lt;sup>1</sup> Projections for FY16 and FY17 are based on the County benefiting from non-departmentally administered, State-sponsored, weatherization assistance. DHCA directly administered a State-sponsored EmPOWER Maryland grant, which expired in FY15; however, DHCA decided not to renew the program as the grant's administrative allowance was not sufficient to cover administrative costs.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	838,961	9.50
Eliminate: Term Weatherization Senior Program Specialist	0	(1.00)
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	29,474	0.00
FY18 Recommended	868,435	8.50



## Housing Code Enforcement

This program enforces Chapter 26 of the County Code, "Housing Maintenance", by inspecting rental condominiums, multifamily apartments, and single-family housing to ensure safe and sanitary conditions; Chapter 48, "Solid Wastes"; and Chapter 58, "Weeds", the County's residential weeds and rubbish codes. Approximately 80 percent of the single-family inspections result from tenant and/or neighbor complaints; other inspections are the result of concentrated code enforcement efforts in specific areas. The multi-family inspections are based on a requirement for triennial inspections and in response to tenant and/or neighbor complaints. This program is supported by the collection of single-family and apartment/condominium licensing fees.

Program Performance Measures		Actual FY16	Estimated FY17	Target FY18	
Percent of cases that achieve voluntary compliance in code enforcement cases before a citation is written	93	96	95	95	95
Number of housing code enforcement repeat offenses: More than 2 cases in a 2 year period	69	70	70	70	70

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	2,606,489	24.50
Add: Bill 19-15 Implementation: Code Enforcement	1,007,492	11.00
Increase Cost: Takoma Park / HOC Code Enforcement	13,992	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	57,080	0.00
FY18 Recommended	3,685,053	35.50

## # Grants Administration - Federal Programs

Staff provides management and oversight to ensure compliance with all regulatory requirements for Federal funding awarded to Montgomery County by the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant, the HOME Investment Partnership Grant, and the Emergency Solutions Grant programs. Funds from these programs support both operating activities and capital projects. Activities funded may include property acquisition, new construction, housing rehabilitation, commercial area revitalization and handicapped accessibility improvements. Staff administers contracts with the cities of Rockville and Takoma Park, as well as nonprofit organizations awarded funding to provide a variety of public services involving assistance to low-income persons.

Program Performance Measures	Actual FY15	Actual FY16	Estimated FY17		Target FY19
Number of contracts awarded and monitored	34	37	3		35
FY18 Recommended Changes			Exp	penditures	FTEs
FY17 Approved				5,053,896	5.70
Add: Community Development Block Grant: Asian Pacific America Legal Services for Asian Immigrants	an Legal Reso	ource Center, I	nc	45,000	0.00
Add: Community Development Block Grant: Babys Bounty MC, Inc. Newborn Bundles	c Health, Sa	fety, & Wellne	SS	45,000	0.00
Add: Community Development Block Grant: Everymind, Inc. (Prev - Clinical Mental Health Services for Individuals with Medicaid	viously Mental	Health Assoc	iation)	45,000	0.00
Add: Community Development Block Grant: Latino Economic Dev Washington, DC - Economic Advancement through Credit Building	•	•		45,000	0.00
Add: Community Development Block Grant: Montgomery Housing GATOR Program	Partnership,	Inc 21st Cen	tury	45,000	0.00
Add: Community Development Block Grant: Child Center and Adu Counseling) - Mental Health Services to Meet the Needs of Our Co				44,846	0.00
Add: Community Development Block Grant: CASA de Maryland, Tax Assistance Program	Inc Bilingua	l Volunteer Ind	come	44,093	0.00
Add: Community Development Block Grant: Bethesda Cares, Inc. Homeless (Critical Time Intervention)	- Outreach to	Chronically		40,000	0.00
Add: Community Development Block Grant: Boys & Girls Clubs of Program for Montgomery County Youth	Greater Wash	nington, Inc S	STEM	40,000	0.00
Add: Community Development Block Grant: The National Center Respite for Undocumented Male Youth (RUMY)	for Children a	nd Families, I	nc	33,000	0.00
Add: Community Development Block Grant: Community Ministries Kaseman Health Clinic: Removing Barriers to Healthcare	s of Rockville,	Inc Mansfie	ld	32,000	0.00
Add: Community Development Block Grant: Home Care Partners	- Light Care P	rogram		30,000	0.00
Add: Community Development Block Grant: Young Men's Christia Washington - YMCA Nob Hill Community Center	n Association	of Metropolita	ın	30,000	0.00
Add: Community Development Block Grant: Housing Opportunities STEM Program	s Community	Partners, Inc.	- Kid's	20,000	0.00
Decrease Cost: Adjustment for Individual Grants				(538,939)	0.00
Multi-program adjustments, including negotiated compensation c changes, changes due to staff turnover, reorganizations, and other multiple programs.				(55,764)	0.00
FY18 Recommended				4,998,132	5.70



This program ensures fair and equitable relations between landlords and tenants and encourages the maintenance and improvement of housing. Activities including mediating and arbitrating disputes; providing information and technical assistance to all parties; and taking legal action as necessary, including referring unresolved complaints to the Montgomery County Commission on Landlord-Tenant Affairs.

Program Performance Measures	Actual FY15		Estimated FY17		Target FY19
Percent of landlord/tenant cases mediated successfully (not referred to the Commission)	97	97	97	97	97
Average length of time required to conciliate landlord/tenant disputes that do not go to the Landlord Tenant Commission: Single-family disputes (workdays)	52.5	38	38	38	38
Average length of time required to conciliate landlord/tenant disputes that do not go to the Landlord Tenant Commission: Multi-family disputes (workdays)	45.8	48	44	44	44

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	1,072,496	7.50
Eliminate: One-Time Tenant Access Survey Contract	(70,000)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	45,268	0.00
FY18 Recommended	1,047,764	7.50

## **\*\*** Neighborhood Revitalization

This program provides planning and implementation for neighborhood revitalization in targeted areas. Activities include commercial revitalization (physical and economic) in both local retail centers and central business districts as well as assistance to address other community concerns, including issues related to housing and public services. Primary funding for these activities is provided from the County's Capital Improvements Program and from other Federal and State funds, including Community Development Block Grants and State Community Legacy Grants.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	1,701,955	7.60
Shift: Community Development Block Grant CIP Fund Balance to the Operating Budget	850,000	0.00
Add: Bill 19-15 Implementation: Neighborhood Revitalization	94,200	1.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(16,506)	0.00
FY18 Recommended	2,629,649	8.60

## **\*** Licensing and Registration

This program issues licenses to all rental housing (apartments, condominiums, single-family) and registers all housing units within common ownership communities.

Program Performance Measures	Actual FY15	Actual FY16	Estimated FY17	Target FY18	Target FY19
Number of rental licenses issued	99,003	100379	103000	104900	107000
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FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	365,475	2.40
Add: Bill 19-15 Implementation: Licensing	87,067	1.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(38,738)	0.00
FY18 Recommended	413,804	3.40

Notes: Expenses in the Licensing and Registration program related to Common Ownership Communities (COC) activities have been shifted to the COC program.

## **\*\*** Housing Administration

This program provides management and oversight to support activities within the housing division including single and multifamily housing programs, and landlord tenant mediation. This program was formerly included as part of Housing Development and Loan Programs.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	415,442	3.75
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	11,776	0.00
FY18 Recommended	427,218	3.75

## **\*** Administration

This program provides overall direction, administration, and managerial support to the Department. Activities include budgeting, financial management, asset management, personnel management and administration, program oversight, training, automated systems management, and policy/program development and implementation.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	1,406,464	11.00
Add: Bill 19-15 Implementation: Administration	84,688	1.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	261,493	1.50
FY18 Recommended	1,752,645	13.50

## Common Ownership Community Program

This program ensures fair and equitable relations between the governing bodies of homeowner associations, condominium associations, and cooperatives, and the individuals living within these common ownership communities, and encourages the maintenance and improvement of housing. Activities include mediating and arbitrating disputes; providing information and technical assistance to all parties; and taking legal action as necessary, including referring unresolved complaints to the Montgomery County Commission on Common Ownership Communities.

Program Performance Measures		Actual FY16	Estimated FY17	Target FY18	_
Percent of Commission on Common Ownership Communities (CCOC) cases resolved	68%	79%	80%	85%	85%

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Program Performance Measures	FY15	FY16	FY17	FY18	FY19

prior to a hearing <sup>1</sup>

<sup>1</sup> CCOC moved from the Office of Consumer Protection to the Department of Housing and Community Affairs in FY17.

FY18 Recommended Changes	Expenditures	FTEs
FY17 Approved	551,643	3.60
Enhance: Financial, Legal, and Management Consulting Services	70,000	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(22,960)	0.00
FY18 Recommended	598,683	3.60

Notes: Expenses in the Licensing and Registration program related to Common Ownership Communities (COC) activities have been shifted to the COC program.

### **BUDGET SUMMARY**

	Actual FY16	Budget FY17	Estimate FY17	Recommended FY18	%Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	3,235,095	3,608,603	3,471,826	4,642,062	28.6 %
Employee Benefits	1,247,324	1,373,200	1,304,876	1,689,958	23.1 %
County General Fund Personnel Costs	4,482,419	4,981,803	4,776,702	6,332,020	27.1 %
Operating Expenses	851,546	971,874	1,075,053	966,598	-0.5 %
Capital Outlay	46,853	24,900	0	0	-100.0 %
County General Fund Expenditures	5,380,818	5,978,577	5,851,755	7,298,618	22.1 %
PERSONNEL					
Full-Time	85	88	88	102	15.9 %
Part-Time	3	3	3	3	
FTEs	41.60	45.25	45.25	59.25	30.9 %
REVENUES					
Board of Appeals Fees	8,983	8,750	8,750	8,750	
Common Ownership Community Fees	0	675,000	675,000	685,125	1.5 %
Landlord-Tennant Fees	5,551,923	5,635,073	5,635,073	6,194,595	9.9 %
Miscellaneous Revenues	6,984	20,000	20,000	20,000	
Other Charges/Fees	10,366	24,379	24,379	103,802	325.8 %
Other Fines/Forfeitures	25,595	40,000	40,000	40,000	
County General Fund Revenues	5,603,851	6,403,202	6,403,202	7,052,272	10.1 %
MONTGOMERY HOUSING INITIA	TIVE				
EXPENDITURES					
Salaries and Wages	1,374,034	1,375,110	1,442,399	1,415,646	3.0 %
Employee Benefits	484,546	469,722	463,942	481,124	2.4 %

## **BUDGET SUMMARY**

	Actual FY16	Budget FY17	Estimate FY17	Recommended FY18	%Chg Bud/Rec
Montgomery Housing Initiative Personnel Costs	1,858,580	1,844,832	1,906,341	1,896,770	2.8 %
Operating Expenses	22,604,781	33,438,295	36,982,587	34,488,954	3.1 %
Debt Service Other	63,480	61,280	61,280	0	-100.0 %
Montgomery Housing Initiative Expenditures	24,526,841	35,344,407	38,950,208	36,385,724	2.9 %
PERSONNEL					
Full-Time	0	0	0	0	
Part-Time	0	0	0	0	
FTEs	14.70	14.70	14.70	14.70	
REVENUES					
Asset Management Fee	0	50,000	50,000	70,200	40.4 %
Commitment Fee	0	200,000	200,000	200,000	_
Investment Income	2,086,730	2,125,040	2,125,040	1,851,460	-12.9 %
Loan Payments	560,717	1,975,000	1,975,000	2,175,000	10.1 %
MHI Transfer Tax	73,280	225,000	225,000	225,000	
Miscellaneous Revenues	888	75,006	75,006	75,006	
MPDU Revenues	2,946,427	1,250,000	1,250,000	1,250,000	
Other Charges and Fees	90	0	0	0	_
Other Financing Sources	63,480	61,280	61,280	59,020	-3.7 %
Recordation Tax	9,579,217	14,071,500	15,324,947	14,861,338	5.6 %
Montgomery Housing Initiative Revenues	15,310,829	20,032,826	21,286,273	20,767,024	3.7 %
GRANT FUND - MCG					
EXPENDITURES					
EXPENDITURES Salaries and Wages	1,461,650	1,564,832	1,564,832	1,632,189	4.3 %
	1,461,650 503,090	1,564,832 530,176	1,564,832 530,176	1,632,189 550,268	
Salaries and Wages				· · · · · · · · · · · · · · · · · · ·	3.8 %
Salaries and Wages Employee Benefits	503,090	530,176	530,176	550,268	3.8 % <b>4.2 %</b>
Salaries and Wages Employee Benefits Grant Fund - MCG Personnel Costs	503,090 <b>1,964,740</b>	530,176 <b>2,095,008</b>	530,176 <b>2,095,008</b>	550,268 <b>2,182,457</b>	3.8 % <b>4.2 %</b> 14.7 %
Salaries and Wages Employee Benefits  Grant Fund - MCG Personnel Costs Operating Expenses	503,090 <b>1,964,740</b> 4,983,230	530,176 <b>2,095,008</b> 5,283,328	530,176 <b>2,095,008</b> 5,283,328	550,268 <b>2,182,457</b> 6,059,871	3.8 % <b>4.2 %</b> 14.7 %
Salaries and Wages Employee Benefits Grant Fund - MCG Personnel Costs Operating Expenses Grant Fund - MCG Expenditures	503,090 <b>1,964,740</b> 4,983,230	530,176 <b>2,095,008</b> 5,283,328	530,176 <b>2,095,008</b> 5,283,328	550,268 <b>2,182,457</b> 6,059,871	3.8 % <b>4.2 %</b> 14.7 %
Salaries and Wages Employee Benefits  Grant Fund - MCG Personnel Costs Operating Expenses Grant Fund - MCG Expenditures PERSONNEL	503,090 1,964,740 4,983,230 6,947,970	530,176 <b>2,095,008</b> 5,283,328 <b>7,378,336</b>	530,176  2,095,008  5,283,328  7,378,336	550,268  2,182,457 6,059,871 8,242,328	3.8 % <b>4.2 %</b> 14.7 %
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time	503,090 1,964,740 4,983,230 6,947,970	530,176 <b>2,095,008</b> 5,283,328 <b>7,378,336</b> 0	530,176 <b>2,095,008</b> 5,283,328 <b>7,378,336</b> 0	550,268  2,182,457 6,059,871 8,242,328	3.8 % 4.2 % 14.7 % 11.7 % —
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time	503,090 1,964,740 4,983,230 6,947,970 0 0	530,176  2,095,008  5,283,328  7,378,336  0 0	530,176  2,095,008  5,283,328  7,378,336  0 0	550,268  2,182,457 6,059,871 8,242,328  0 0	3.8 % 4.2 % 14.7 % 11.7 % —
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time  FTEs	503,090 1,964,740 4,983,230 6,947,970 0 0	530,176  2,095,008  5,283,328  7,378,336  0 0	530,176  2,095,008  5,283,328  7,378,336  0 0	550,268  2,182,457 6,059,871 8,242,328  0 0	3.8 % 4.2 % 14.7 % 11.7 % — -4.2 %
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time  FTES  REVENUES	503,090 1,964,740 4,983,230 6,947,970  0 0 24.00	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00	550,268  2,182,457 6,059,871 8,242,328  0 0 23.00	3.8 % 4.2 % 14.7 % 11.7 % — -4.2 %
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time  FTES  REVENUES  Federal Grants	503,090 1,964,740 4,983,230 6,947,970  0 0 24.00 5,977,409	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128	550,268  2,182,457 6,059,871 8,242,328  0 0 23.00  6,633,128	3.8 % 4.2 % 14.7 % 11.7 % — -4.2 %
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time  FTES  REVENUES  Federal Grants  Investment Income	503,090  1,964,740 4,983,230 6,947,970  0 0 24.00  5,977,409 127,079	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128 0	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128 0	550,268  2,182,457 6,059,871  8,242,328  0 0 23.00  6,633,128 0	3.8 % 4.2 % 14.7 % 11.7 %  -4.2 %  14.7 %  -4.2 %
Salaries and Wages  Employee Benefits  Grant Fund - MCG Personnel Costs  Operating Expenses  Grant Fund - MCG Expenditures  PERSONNEL  Full-Time  Part-Time  FTES  REVENUES  Federal Grants  Investment Income  Loan Payments	503,090  1,964,740 4,983,230 6,947,970  0 0 24.00  5,977,409 127,079 645,152	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128 0 1,000,000	530,176  2,095,008  5,283,328  7,378,336  0 0 24.00  5,783,128 0 1,000,000	550,268  2,182,457 6,059,871  8,242,328  0 23.00  6,633,128  0 1,000,000	4.3 % 3.8 % 4.2 % 14.7 % 11.7 %  -4.2 %  14.7 %  -4.2 %  -100.0 %

## **BUDGET SUMMARY**

	Actual FY16	Budget FY17	Estimate FY17	Recommended FY18	%Chg Bud/Rec
Grant Fund - MCG Revenues	7,188,817	7,378,336	7,378,336	8,242,328	11.7 %
DEPARTMENT TOTALS					
Total Expenditures	36,855,629	48,701,320	52,180,299	51,926,670	6.6 %
Total Full-Time Positions	85	88	88	102	15.9 %
Total Part-Time Positions	3	3	3	3	_
Total FTEs	80.30	83.95	83.95	96.95	15.5 %
Total Revenues	28,103,497	33,814,364	35,067,811	36,061,624	6.6 %

#### FY18 RECOMMENDED CHANGES

	Expenditures	FTE:
COUNTY GENERAL FUND		
FY17 ORIGINAL APPROPRIATION	N 5,978,577	45.2
Changes (with service impacts)		
Add: Bill 19-15 Implementation: Code Enforcement [Housing Code Enforcement]	1,007,492	11.0
Add: Bill 19-15 Implementation: Neighborhood Revitalization [Neighborhood Revitalization]	94,200	1.0
Add: Bill 19-15 Implementation: Licensing [Licensing and Registration]	87,067	1.0
Add: Bill 19-15 Implementation: Administration [Administration]	84,688	1.0
Enhance: Financial, Legal, and Management Consulting Services [Common Ownership Community Program]	70,000	0.0
Reduce: Miscellaneous Operating Expenses	(10,000)	0.0
Reduce: Temporary Services	(35,158)	0.0
Eliminate: One-Time Tenant Access Survey Contract [Landlord-Tenant Mediation]	(70,000)	0.0
Other Adjustments (with no service impacts)		
Increase Cost: FY18 Compensation Adjustments	167,540	0.0
Increase Cost: Retirement Adjustment	28,914	0.0
Decrease Cost: Motor Pool Adjustment	(1,258)	0.0
Decrease Cost: Printing and Mail	(4,251)	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY17	(99,193)	0.0
FY18 RECOMMENDED	7,298,618	59.2
MONTGOMERY HOUSING INITIATIVE		
FY17 ORIGINAL APPROPRIATION	N 35,344,407	14.7
Changes (with service impacts)		
Enhance: Rental Assistance Program (Estimated Increase in Recordation Tax Premium Revenue) [Multi-Family Housing Programs]	789,838	0.0
Enhance: Affordable Housing Loans [Multi-Family Housing Programs]	107,004	0.0
Enhance: Rebuilding Together [Multi-Family Housing Programs]	100,000	0.0

### FY18 RECOMMENDED CHANGES

	E	Expenditures	FTEs
Other Adjustments (with no service impacts)			
Increase Cost: FY18 Compensation Adjustment		36,107	0.00
Increase Cost: Annualization of FY17 Compensation Increases		6,151	0.00
Increase Cost: Annualization of FY17 Personnel Costs		5,203	0.00
Increase Cost: Retirement Adjustment		4,477	0.00
Decrease Cost: Debt Service Other [Multi-Family Housing Programs]		(2,260)	0.00
Decrease Cost: Operating Expenses to Offset Personel Costs		(5,203)	0.00
	FY18 RECOMMENDED	36,385,724	14.70

#### **GRANT FUND-MCG**

FY17 ORIGINAL APPROPRIATION	7,378,336	24.00
Federal Programs		
Add: Community Development Block Grant: Asian Pacific American Legal Resource Center, Inc Legal Services for Asian Immigrants	45,000	0.00
Add: Community Development Block Grant: Montgomery Housing Partnership, Inc 21st Century GATOR Program	45,000	0.0
Add: Community Development Block Grant: Everymind, Inc. (Previously Mental Health Association) - Clinical Mental Health Services for Individuals with Medicaid	45,000	0.0
Add: Community Development Block Grant: Latino Economic Development Corporation of Washington, DC - Economic Advancement through Credit Building Financial Products	45,000	0.0
Add: Community Development Block Grant: Babys Bounty MC, Inc Health, Safety, & Wellness Newborn Bundles	45,000	0.0
Add: Community Development Block Grant: Child Center and Adult Services, Inc. (dba Aspire Counseling) - Mental Health Services to Meet the Needs of Our County's Low Income	44,846	0.0
Add: Community Development Block Grant: CASA de Maryland, Inc Bilingual Volunteer Income Tax Assistance Program	44,093	0.0
Add: Community Development Block Grant: Boys & Girls Clubs of Greater Washington, Inc STEM Program for Montgomery County Youth	40,000	0.0
Add: Community Development Block Grant: Bethesda Cares, Inc Outreach to Chronically Homeless (Critical Time Intervention)	40,000	0.0
Add: Community Development Block Grant: The National Center for Children and Families, Inc Respite for Undocumented Male Youth (RUMY)	33,000	0.0
Add: Community Development Block Grant: Community Ministries of Rockville, Inc Mansfield Kaseman Health Clinic: Removing Barriers to Healthcare	32,000	0.0
Add: Community Development Block Grant: Young Men's Christian Association of Metropolitan Washington - YMCA Nob Hill Community Center	30,000	0.0
Add: Community Development Block Grant: Home Care Partners - Light Care Program	30,000	0.0
Add: Community Development Block Grant: Housing Opportunities Community Partners, Inc Kid's STEM Program	20,000	0.0
Eliminate: Term Weatherization Senior Program Specialist	0	(1.00
Other Adjustments (with no service impacts)		
Shift: Community Development Block Grant CIP Fund Balance to the Operating Budget [Neighborhood Revitalization]	850,000	0.0

## FY18 RECOMMENDED CHANGES

	Expenditures	FTEs
Increase Cost: Takoma Park / HOC Code Enforcement [Housing Code Enforcement]	13,992	0.00
Decrease Cost: Adjustment for Individual Grants [Grants Administration - Federal Programs]	(538,939)	0.00
FY18 RECOMMENDED	8,242,328	23.00

## **PROGRAM SUMMARY**

Program Name	FY17 APPR Expenditures	FY17 APPR FTEs	FY18 REC Expenditures	FY18 REC FTEs
Multi-Family Housing Programs	34,688,499	8.40	35,505,287	6.90
Affordable Housing Programs	838,961	9.50	868,435	8.50
Housing Code Enforcement	2,606,489	24.50	3,685,053	35.50
Grants Administration - Federal Programs	5,053,896	5.70	4,998,132	5.70
Landlord-Tenant Mediation	1,072,496	7.50	1,047,764	7.50
Neighborhood Revitalization	1,701,955	7.60	2,629,649	8.60
Licensing and Registration	365,475	2.40	413,804	3.40
Housing Administration	415,442	3.75	427,218	3.75
Administration	1,406,464	11.00	1,752,645	13.50
Common Ownership Community Program	551,643	3.60	598,683	3.60
-	Total 48,701,320	83.95	51,926,670	96.95

#### CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund		FY17 Total\$	FY17 FTES	FY18 Total\$	FY18 FTES
COUNTY GENERAL FUND						
Permitting Services	Permitting Services		120,308	1.00	121,796	1.00
Solid Waste Services	Solid Waste Disposal		755,303	5.50	798,196	5.50
CIP	Capital Fund		189,409	1.70	196,479	1.70
		Total	1,065,020	8.20	1,116,471	8.20

#### **FUTURE FISCAL IMPACTS**

CE RECOMMENDED (\$000S)

Title	FY18	FY19	FY20	FY21	FY22	FY23
COUNTY GENERAL FUND						
EXPENDITURES						
FY18 Recommended	7,299	7,299	7,299	7,299	7,299	7,299
No inflation or compensation change is included in outyear projections.						
Elimination of One-Time Items Recommended in FY18	0	(9)	(9)	(9)	(9)	(9)

## FUTURE FISCAL IMPACTS

CE RECOMMENDED (\$000S)

Title	FY18	FY19	FY20	FY21	FY22	FY23
Items recommended for one-time funding in FY18, including iPad & iPhone	costs, will	be elimina	ted from th	ne base in	the outyea	rs.
Labor Contracts	0	25	25	25	25	25
These figures represent the estimated annualized cost of general wage adju-	ıstments, se	ervice incre	ments, and	d other neg	otiated ite	ms.
Subtotal Expenditures	7,299	7,315	7,315	7,315	7,315	7,315
MONTGOMERY HOUSING INITIATIVE						
EXPENDITURES						
FY18 Recommended	36,386	36,386	36,386	36,386	36,386	36,386
No inflation or compensation change is included in outyear projections.						
Labor Contracts	0	12	12	12	12	12
These figures represent the estimated annualized cost of general wage adju	ıstments, se	rvice incre	ments, and	d other neg	otiated ite	ms.
Subtotal Expenditures	36,386	36,398	36,398	36,398	36,398	36,398

FY18-23 PUBLIC SERVICES PROGRAM: FISCA	L PLAN		Montgomery H	ousing Intiative			
	FY17	FY18	FY19	FY20	FY21	FY22	FY23
FISCAL PROJECTIONS	APPROVED	REC	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION
ASSUMPTIONS							
Indirect Cost Rate	16.45%	17.39%	17.39%	17.39%	17.39%	17.39%	17.39%
CPI (Fiscal Year)	1.8%	2.3%	2.3%	2.4%	2.5%	2.5%	2.5%
Investment Income Yield	0.5%	1.2%	1.7%	2.2%	2.7%	3.0%	3.0%
BEGINNING FUND BALANCE	4,786,860	9,023,651	2,164,360	1,335,300	1,068,240	801,180	534,120
REVENUES							
Taxes	14,296,500	15,086,338	15,453,420	15,824,508	16,204,953	16,904,349	17,566,969
Charges For Services	50,000	70,200	71,815	73,502	75,303	77,186	79,115
Miscellaneous	5,686,326	5,610,486	5,689,206	5,767,846	5,846,486	5,892,666	5,890,326
Subtotal Revenues	20,032,826	20,767,024	21,214,441	21,665,856	22,126,742	22,874,201	23,536,410
INTERFUND TRANSFERS (Net Non-CIP)	13,913,896	14,395,460	12,452,842	12,473,752	12,510,892	12,551,692	12,591,252
Transfers To Debt Service Fund	(7,950,310)	(7,808,010)	(9,748,510)	(9,727,600)	(9,690,460)	(9,649,660)	(9,610,100)
MHI Property Acquisition	(7,950,310)	(7,808,010)	(9,748,510)	(9,727,600)	(9,690,460)	(9,649,660)	(9,610,100)
Transfers To The General Fund	(303,734)	(329,848)	(331,966)	(331,966)	(331,966)	(331,966)	(331,966)
Indirect Costs	(303,734)	(329,848)	(331,966)	(331,966)	(331,966)	(331,966)	(331,966)
Transfers From The General Fund	22,167,940	22,533,318	22,533,318	22,533,318	22,533,318	22,533,318	22,533,318
TOTAL RESOURCES	38,733,582	44,186,135	35,831,643	35,474,908	35,705,874	36,227,073	36,661,782
PSP OPER. BUDGET APPROP/ EXP'S.							
Operating Budget	(3,344,127)	(3,497,866)	(3,616,257)	(3,740,804)	(3,873,739)	(4,013,710)	(4,159,118)
Debt Service: Other (Non-Tax Funds only)	(61,280)	(59,020)	(56,750)	(54,400)	(52,050)	(49,640)	(47,300)
Labor Agreement	n/a	0	(12,176)	(12,176)	(12,176)	(12,176)	(12,176)
Rental Assistance Program (RAP)	(15,294,740)	(16,084,578)	(16,057,480)	(15,866,568)	(16,247,013)	(16,946,409)	(17,609,029)
Housing First	(8,043,955)	(8,043,955)	(8,043,955)	(8,043,955)	(8,043,955)	(8,043,955)	(8,043,955)
Neighborhoods to Call Home	(716,340)	(816,340)	(816,340)	(816,340)	(816,340)	(816,340)	(816,340)
Special Needs and Nonprofit Housing	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)	(2,380,510)
100,000 Homes	(437,120)	(437,120)	(437,120)	(437,120)	(437,120)	(437,120)	(437,120)
Zero: 2016	(900,000)	(900,000)	(900,000)	(900,000)	(900,000)	(900,000)	(900,000)
Affordable Housing Initiative	(4,166,335)	(4,166,335)	(2,175,755)	(2,154,795)	(2,141,791)	(2,093,093)	(1,989,174)
Subtotal PSP Oper Budget Approp / Exp's	(35,344,407)	(36,385,724)	(34,496,343)	(34,406,668)	(34,904,694)	(35,692,953)	(36,394,722)
OTHER CLAIMS ON FUND BALANCE	0	(5,636,051)	0	0	0	0	0
Special Needs and Nonprofit Housing	0	(636,051)	0	0	0	0	0
Affordable Housing Initiative	0	(1,000,000)	0	0	0	0	0
Senior Affordable Housing	0	(4,000,000)	0	0	0	0	0
TOTAL USE OF RESOURCES	(35,344,407)	(42,021,775)	(34,496,343)	(34,406,668)	(34,904,694)	(35,692,953)	(36,394,722)
YEAR END FUND BALANCE	3,389,175	2,164,360	1,335,300	1,068,240	801,180	534,120	267,060
Affordable Housing and Acquisition and Preservation CIP Project #P760100	(16,000,000)	(17,000,000)	(3,464,400)	(5,014,400)	(4,625,900)	(1,628,418)	(1,186,973)
TOTAL INVESTMENT IN AFFORDABLE HOUSING (MHI Fund + CIP Project)	(51,344,407)	(59,021,775)	(37,960,743)	(39,421,068)	(39,530,594)	(37,321,371)	(37,581,695)

#### Assumptions:

1. Maintains the County Executive's commitment to affordable housing. In addition to expenditures reflected in this fund, the Affordable Housing Acquisition and Preservation CIP Project #P760100 includes the issuance of \$7.84 million of debt in FY18 in addition to \$9.16 million in estimated loan repayments in FY18 to provide a continued high level of support for the Housing Initiative Fund Property Acquisition Revolving Program created in FY09.

2. Montgomery County Council Resolution #15-110 provides for an allocation from the General Fund to the Montgomery Housing Initiative fund (MHI) of the equivalent to 2.5 percent of actual General Fund property taxes from two years prior to the upcoming fiscal year for the purpose of maintaining and expanding the supply of affordable housing. However, the actual transfer from the General Fund will be determined each year based on the availability of resources.

Notes: These projections are based on the Executive's Recommended budget and include the revenue and resource assumptions of that budget. The projected future expenditures, revenues, and fund balances may vary based on changes not assumed here to fee or tax rates, usage, inflation, future labor agreements, and other factors not assumed here.

Affordable Housing Support Summary (000's)	Creation / Projected Non-County Preservation of Creation /
	Actual Operating Budget Expenditures:

							2	(s nnn)								
Actual Operating Budget Expenditures: FY2008 - 2017. FY17 Approved Budget and FY18 Rec.	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 CE Rec	Total Funding	Non-County Dollars Leveraged	Creation / Projected Non-County Preservation of Creation / Dollars Affordable Preservation Leveraged Housing (2008- of Afford Hsg 2017) (2018)	Projected Creation / Preservation of Afford Hsg (2018)	Notes
MHI Fund Operating Budget Debt Service (interest only)	33,715	23,083	27,266	16,450 1,572	13,890	21,021	24,312 2,930	27,658	27,662	35,344	36,386 3,973	286,789				
Total MHI Operating Budget	33,715	23,083	27,266	18,023	16,073	23,475	27,242	31,304	31,228	38,825	40,359	310,592				
Other General Fund Affordable Housing Support HHS Housing Programs (General Fund) HOC NDA	5,731	- 6,141	9,588	10,442 5,804	9,642	9,549	10,169 6,093	11,823 6,376	11,612 6,401	11,722 6,513	12,397	96,944	21,832	15	2	
Total Other General Fund Support	5,731	6,141	15,724	16,246	15,156	15,132	16,263	18,199	18,013	18,235	18,934	163,774				
Total Operating Budget	39,446	29,224	42,990	34,269	31,229	38,607	43,505	49,503	49,242	57,060	59,293	474,367	21,832	15		2 Clients Served
Funding Sources: Programed Funding Thru FY17, FY18 Rec  Affordable Housing Acquisition and Preservation Project (CIP)  MHI HIF Revolving Loan Program Loan Repayment Proceeds G.O. Bonds  Recordation Tax Premium	2,500	25,000	25,000	15,000	15,000	10,000 7,249	2,720	7,280 2,266 2,000	2,275 - 5,104 7,725 4,540	13,409	7,843	4,775 121,252 36,733 9,725 4,540				
Total CIP	2,500	25,000	25,000	15,000	17,471	17,249	10,376	11,546	19,644	16,000	17,000	177,025	965,836	30		4 Incl. MHI & CIP
Other Affordable Housing Support PILOTS (Payments in lieu of Taxes Non-HOC)	9 (600	7,800	8,800	9,240	9,702	10,187	10,696	11,231	12,804	13,700	16,166	116,926		ο.	00	In support of operating cost for Non-profits and 8 Senior housing
Sub Total Affordable Housing HOC (PILOTS)	7,205	- 8,095	8,625	- - 8,213	8,266	- - 8,496	- - 9,312	9,345	9,015	- 9,573	- 008'6	- 768,318 95,945		7	7	
DGS - Discounted Land Value	•	•	•	•	•		•	•	29,542	8,282	•	37,823			5	Units Captured in DHCA
Total Affordable Housing Support											102,259	905,086	899'286	29	21	
* Estimated Debt Service interest for FY18 **Estimated PILOT value for FY17 and FY18 PILOT Cap																