



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

December 2, 2010

TO: Nancy Floreen, President
County Council

FROM: Isiah Leggett, County Executive 

SUBJECT: FY11 Savings Plan

Attached please find my Recommended FY11 Savings Plan for Montgomery County Government, and the other tax supported County Agencies. The attached plan identifies savings of over \$36 million from the current year that will be applied to close the shortfall of over \$300 million in FY12.

As you know, the impetus for the savings plan transmitted to the Council in October was the anticipated loss of \$14 million annually (and \$170 million over ten years) with the elimination of the Ambulance Reimbursement fee. Since that time, because of continued weakness in the national, regional, and local economy, affecting both employment and the residential and commercial real estate markets, tax revenues in both FY11 and FY12 are anticipated to be below previous estimates.

As I have communicated previously, the attached plan retains most of the reductions contained in the October 5, 2010 savings plan transmitted to the Council. The attached plan contains additional reductions from other County Government Departments as well as recommendations for reductions to the budgets for Montgomery County Public Schools, Montgomery College and the Maryland-National Capital Park and Planning Commission.

We have worked to identify savings that minimize the impact upon direct services, especially to public safety and our most vulnerable residents. However, service reductions are unavoidable due to the magnitude of the needed reductions and the significant reductions in service levels already made in the FY09-11 budgets..

If, as in the past, the Council chooses to not support some of my proposed reductions, I strongly recommend that it propose offsetting reductions in other areas of the budget to maintain the total amount of savings. Maintaining balance in the current year is critical to adhering to our fiscal policies and maintaining our AAA bond rating. In addition, the County is vulnerable to additional State Aid reductions due to the State's continuing fiscal challenges.

It is critical to consider this proposed savings plan in the context of the development of the FY12 operating budget. As you are aware, I recently asked all County Departments to identify reductions of up to 15% for non-public safety departments and 5% for public safety, health and human services, and transit. Even these aggressive reductions may not be sufficient to produce a balanced budget if revenues fall even further.

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 maintaining the fiscal health of the County Government.

	FY11 Approved Budget	Savings Plan Target	Agency as % of Total Budget	Target as % of Savings Plan	Target as % of Budget
MCG	\$1,163,556,250	\$15,790,560	35.5%	43.6%	1.4%
MCPS	\$1,919,842,746	\$19,198,430	58.6%	53.0%	1.0%
College	\$98,051,990	\$980,520	3.0%	2.7%	1.0%
M-NCPPC	\$92,653,170	\$231,640	2.8%	0.6%	0.3%
Total	\$3,274,104,156	\$36,201,150			1.1%

Notes

- 1 College Total Budget is Local Contribution for Current Fund only
- 2 M-NCPPC Total excludes debt service
- 3 The MCG total includes \$288,150 increased transfer to the General Fund from the Department of Liquor Control and anticipates loss of \$47,000 in Recreation Revenues

IL:jfb

- c: Timothy L. Firestine, Chief Administrative Officer
 Department and Office Directors
 Dr. Jerry Weast, Superintendent, Montgomery County Public Schools
 Dr. DeRionne P. Pollard, Ph.D. President, Montgomery College
 Francoise Carrier, Chair, Montgomery County Planning Board
 Annie Alston, Executive Director, Housing Opportunities Commission
 Kathleen Boucher, Assistant Chief Administrative Officer

Attachments

FY11 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY11 Approved <small>(per Council Resolution 16-1373)</small>	CE Recommended		Savings as a percent of Original FY11 Budget
		Total \$	Revenue	
Tax Supported				
General Fund				
Circuit Court	9,813,050	-98,130	0	-1.0%
Consumer Protection	2,079,200	-20,790	0	-1.0%
Correction and Rehabilitation	61,806,240	-154,520	0	-0.3%
County Attorney	4,552,550	-45,530	0	-1.0%
County Council	8,712,490	-235,390	0	-2.7%
County Executive	4,767,200	-47,670	0	-1.0%
Economic Development	6,285,150	-62,850	0	-1.0%
Emergency Management and Homeland Security	1,333,090	-13,330	0	-1.0%
Environmental Protection	1,947,210	-19,470	0	-1.0%
Finance	9,596,890	-95,970	0	-1.0%
General Services	24,011,240	-1,515,680	0	-6.3%
Health and Human Services	177,832,030	-1,959,120	0	-1.1%
Housing and Community Affairs	3,901,690	-39,020	0	-1.0%
Human Resources	6,082,800	-60,830	0	-1.0%
Human Rights	1,738,400	-17,380	0	-1.0%
Inspector General	659,310	-6,590	0	-1.0%
Legislative Oversight	1,246,420	-12,460	0	-1.0%
Management and Budget	3,318,790	-33,190	0	-1.0%
NDA - Desktop Modernization	3,180,950	-31,810	0	-1.0%
NDA - Housing Opportunities Commission	5,804,040	-14,510	0	-0.2%
Police	230,280,040	-1,090,320	0	-0.5%
Public Information	4,960,350	-49,600	0	-1.0%
Public Libraries	28,851,080	-63,190	0	-0.2%
Regional Services Centers	2,699,740	-27,000	0	-1.0%
Sheriff	19,484,030	-48,710	0	-0.2%
State's Attorney	12,342,270	-30,860	0	-0.3%
Technology Services	26,370,280	-263,700	0	-1.0%
Transportation	35,464,960	-1,782,660	0	-5.0%
General Fund Total:	699,121,490	-7,840,280	0	-1.1%
Special Funds				
<u>Mass Transit</u>				
DOT-Transit Services	104,309,460	-916,420	0	-0.9%
<u>Fire</u>				
Fire and Rescue Service	182,148,330	-6,087,810	0	-3.3%
<u>Recreation</u>				
Recreation	25,896,670	-599,980	-47,000	-2.1%
Special Funds Total:	312,354,460	-7,604,210	-47,000	-2.4%
MCG Tax Supported Total:	1,011,475,950	-15,444,490	-47,000	-1.5%

FY11 SAVINGS PLAN ANALYSIS

Fund/Department Name	FY11 Approved <small>(per Council Resolution 16-1373)</small>	CE Recommended		Savings as a percent of Original FY11 Budget
		Total \$	Revenue	
Non-Tax Supported				
Special Funds				
<u>Cable Television</u>				
Cable Communications Plan	10,492,160	-104,920	0	-1.0%
Enterprise Fund				
<u>Liquor Control</u>				
Liquor Control	42,520,100	0	288,150	-0.7%
MCG Non-Tax Supported Total:	53,012,260	-104,920	288,150	-0.7%
Montgomery County Government:	1,064,488,210	-15,549,410	241,150	-1.5%
Montgomery County Public Schools:	1,919,842,746	-19,198,430	0	-1.0%
Montgomery College:	98,051,990	-980,520	0	-1.0%
Maryland-National Capital Park and Planning:	92,653,170	-231,640	0	-0.3%
TOTAL ALL AGENCIES	3,175,036,116	-35,960,000	241,150	-1.1%

* amounts exclude debt service; the College budget is the FY11 local contribution

FY11 SAVINGS PLAN

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
General Fund			
Circuit Court			
<u>Decrease Cost</u>			
S1	Freeze Two Vacant Part-Time Evaluator Positions	-98,130	0
		-98,130	0
	Circuit Court	-98,130	0
Consumer Protection			
<u>Decrease Cost</u>			
S1	Reduce Central Duplicating Services Costs for Printing and Postage	-11,000	0
S2	Reduce Miscellaneous Operating Expenses Costs	-7,790	0
S3	Reduce Dues/Membership Costs	-2,000	0
		-20,790	0
	Consumer Protection	-20,790	0
Correction and Rehabilitation			
<u>Decrease Cost</u>			
S1	Savings due to new Pharmacy Contract	-154,520	0
		-154,520	0
	Correction and Rehabilitation	-154,520	0
County Attorney			
<u>Decrease Cost</u>			
S1	Lapse - Assistant County Attorney I - Public Interest Litigation Division	-45,530	0
		-45,530	0
	County Attorney	-45,530	0
County Council			
<u>Decrease Cost</u>			
S1	County Council	-235,390	0
		-235,390	0
	County Council	-235,390	0
County Executive			
<u>Decrease Cost</u>			
S1	Lapse Deputy Director for Special Projects	-47,670	0
		-47,670	0
	County Executive	-47,670	0
Economic Development			
<u>Decrease Cost</u>			
S1	Reduce Wheaton Innovation Center Lease Payment	-62,850	0
		-62,850	0
	Economic Development	-62,850	0
Emergency Management and Homeland Security			
<u>Decrease Cost</u>			
S1	Reduced number of phones lines	-8,030	0
		-8,030	0
<u>Reduce</u>			

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Emergency Management and Homeland Security			
S2	Reduce printing and paper costs	-5,300	0
		-5,300	0
Emergency Management and Homeland Security		-13,330	0
Environmental Protection			
<u>Decrease Cost</u>			
S1	Other Professional and Non-Professional services	-19,470	0
		-19,470	0
Environmental Protection		-19,470	0
Finance			
<u>Decrease Cost</u>			
S1	Timesheet Data Entry Key punch Contract	-63,650	0
S2	Personnel Cost Savings	-32,320	0
		-95,970	0
Finance		-95,970	0
General Services			
<u>Reduce</u>			
S1	Reduce Frequency of Cleaning and Grounds Maintenance	-1,515,680	0
		-1,515,680	0
General Services		-1,515,680	0
Health and Human Services			
<u>Decrease Cost</u>			
S1	Conservation Corps Contract	-125,000	0
S2	Homeless Outreach Contract	-21,000	0
S11	Other Misc. operating	-500,000	0
S12	Defer Hiring Positions	-221,110	0
		-867,110	0
<u>Reduce</u>			
S4	Energy Rebate Program - stop providing subsidies as of January	-239,750	0
S5	Project Deliver	-100,000	0
S6	Care for Kids	-80,000	0
S10	Contract Reductions	-672,260	0
		-1,092,010	0
Health and Human Services		-1,959,120	0
Housing and Community Affairs			
<u>Decrease Cost</u>			
S1	Miscellaneous Operating Expenses including Other Professional Services, Travel, Education, and Advertising	-39,020	0
		-39,020	0
Housing and Community Affairs		-39,020	0
Human Resources			
<u>Decrease Cost</u>			
S1	Contractual Services	-60,830	0
		-60,830	0
Human Resources		-60,830	0
Human Rights			
<u>Decrease Cost</u>			

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Human Rights			
S1	Fair Housing - Legal / Attorney Services	-10,000	0
S2	Fair Housing - Other Professional Services	-7,380	0
		-17,380	0
	Human Rights	-17,380	0
Inspector General			
<u>Decrease Cost</u>			
S1	Reduce Personnel Cost	-6,590	0
		-6,590	0
	Inspector General	-6,590	0
Legislative Oversight			
<u>Reduce</u>			
S1	Reduce operating expenses	-12,460	0
		-12,460	0
	Legislative Oversight	-12,460	0
Management and Budget			
<u>Decrease Cost</u>			
S1	Lapse CIP Coordinator	-33,190	0
		-33,190	0
	Management and Budget	-33,190	0
NDA - Desktop Modernization			
<u>Reduce</u>			
S1	DCM Services for All DTS Desktop Computers (Approximately 165-175 PC's) for Six Months	-31,810	0
		-31,810	0
	NDA - Desktop Modernization	-31,810	0
NDA - Housing Opportunities Commission			
<u>Decrease Cost</u>			
S1	FY11 Savings Plan	-14,510	0
		-14,510	0
	NDA - Housing Opportunities Commission	-14,510	0
Police			
<u>Decrease Cost</u>			
S2	Various Operating Expenses	-571,670	0
		-571,670	0
<u>Eliminate</u>			
S1	Abolish balance of School Resource Officer (SRO) positions - 9 Police Officer IIIs	-518,650	0
		-518,650	0
	Police	-1,090,320	0
Public Information			
<u>Decrease Cost</u>			
S1	Decrease advertising for MC311 service	-49,600	0
		-49,600	0
	Public Information	-49,600	0
Public Libraries			

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Public Libraries			
<u>Decrease Cost</u>			
S1	Reduce Operating Expenses for Supplies and Service Contracts	-63,190	0
		-63,190	0
	Public Libraries	-63,190	0
Regional Services Centers			
<u>Decrease Cost</u>			
S1	Lapse Bethesda-Chevy Chase Regional Services Center's vacant Senior Executive Administrative Aide	-27,000	0
		-27,000	0
	Regional Services Centers	-27,000	0
Sheriff			
<u>Decrease Cost</u>			
S1	Reduce Computer Supplies	-11,210	0
S2	Reduce Uniform Costs	-8,000	0
S3	Reduce Membership Costs	-10,000	0
S4	Reduce Local Conferences	-3,000	0
S5	Reduce Travel Expenses	-10,000	0
S6	Reduce Chargebacks from Facilities	-6,500	0
		-48,710	0
	Sheriff	-48,710	0
State's Attorney			
<u>Decrease Cost</u>			
S1	Turnover Savings from Retiring Employee	-30,860	0
		-30,860	0
	State's Attorney	-30,860	0
Technology Services			
<u>Decrease Cost</u>			
S1	CRIMS Commercial Off The Shelf (COTS) Software Maintenance	-174,810	0
S2	Freeze Departmental Training Funds	-88,890	0
		-263,700	0
	Technology Services	-263,700	0
Transportation			
<u>Decrease Cost</u>			
S1	Parking Ticket Processing	-106,790	0
S2	Uniform Purchasing	-25,710	0
S3	Reduction in Training and Computer/Office Supplies	-59,200	0
S4	Pedestrian Safety Outreach	-15,000	0
S5	Reduce Material Testing	-25,000	0
S6	Lapse Senior Supply Tech and Engineer III Positions	-128,000	0
S7	Pedestrian Signal Timing	-50,000	0
S8	Traffic Materials	-46,590	0
S9	Traffic Counts Program	-26,000	0
S14	Tree Maintenance	-340,000	0
		-822,290	0
<u>Eliminate</u>			
S10	Loop Detectors	-152,300	0
S11	Eliminate Contractual Residential Resurfacing	-284,010	0
		-436,310	0

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
Transportation			
<u>Reduce</u>			
S12	Reduce Patching Materials	-200,000	0
S13	Reduce Roadway and Related Maintenance	-324,060	0
		-524,060	0
	Transportation	-1,782,660	0
	General Fund	-7,840,280	0

Fire

Fire and Rescue Service

Decrease Cost

S1	EMS Fee Implementation Costs	-1,216,220	0
S2	LFRD Administrative Staff	-592,000	0
S3	Volunteer Recruiter	-40,000	0
S4	LFRD Travel	-18,000	0
S5	LFRD Education, Tuition, and Training	-33,330	0
S6	LFRD Office Supplies and Equipment	-30,670	0
S7	LFRD Trophies and Awards	-17,330	0
S8	LFRD Furniture	-32,670	0
S9	LFRD Food/Meal Standby Food	-133,330	0
S10	LFRD Misc. Operating Expenses	-214,590	0
S13	Special Pay Differential for Advanced Life Support Providers	-199,670	0
		-2,527,810	0

Reduce

S11	Nine Ambulances (24/7)	-3,240,000	0
S12	Two Ambulances (Day Work)	-320,000	0
		-3,560,000	0
	Fire and Rescue Service	-6,087,810	0

Mass Transit

DOT-Transit Services

Decrease Cost

S1	Reduction of one replacement Ride On bus	-426,000	0
S2	Delay Employer Incentive Program	-400,000	0
S3	Lapse Program Specialist II for 6 months	-32,920	0
S4	Lapse IT Fare box Tech for 6 months	-30,020	0
S5	Lapse Transit Marketing Specialist 6 months	-27,480	0
		-916,420	0
	DOT-Transit Services	-916,420	0

Recreation

Recreation

Eliminate

S3	Eliminate all Neighborhood Senior Programs	-114,900	0
		-114,900	0

Reduce

S1	Close 4 of 6 Sports Academies	-245,090	0
S2	Close 8 of 15 RecExtra Programs	-93,600	0
S4	Delay opening of Mid County Community Center	-146,390	-47,000
		-485,080	-47,000

FY11 Savings Plan

MCG Tax Supported

Ref No.	Title	Total \$	Revenue
	Recreation	-599,980	-47,000
	MCG Tax Supported	-15,444,490	-47,000
	Net Savings (Total Exp. Savings & Revenue Changes)	-15,397,490	

FY11 Savings Plan

MCG Non-Tax Supported

Ref No.	Title	Total \$	Revenue
Cable Television			
Cable Communications Plan			
<u>Decrease Cost</u>			
S1	Lapse of Three Filled Inspector Positions	-33,120	0
S2	Lapse of Filled Videographer Position	-15,490	0
S3	Lapse of Filled Editor Position	-9,300	0
S4	Lapse of Vacant Info tech Position until January 1st	-47,010	0
		-104,920	0
	Cable Communications Plan	-104,920	0

Liquor Control

Liquor Control

Enhance

S1	Inventory management and control	0	288,150
		0	288,150
	Liquor Control	0	288,150

	MCG Non-Tax Supported	-104,920	288,150
	Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-393,070	

	MCG Total:	-15,549,410	241,150
	MCG FY11 Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-15,790,560	

FY11 Savings Plan

MCPS Tax Supported

Ref No.	Title	Total \$	Revenue
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MCPS Current Fund

MCPS

Decrease Cost

S1	FY11 Savings Plan	-19,198,430	0
		-19,198,430	0
	MCPS	-19,198,430	0

	MCPS Tax Supported	-19,198,430	0
	Net Savings	-19,198,430	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

	MCPS Total:	-19,198,430	0
	MCPS FY11 Net Savings	-19,198,430	
	<i>(Total Exp. Savings & Revenue Changes)</i>		

FY11 Savings Plan

MC Tax Supported

Ref No.	Title	Total \$	Revenue
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MC Current Fund

Montgomery College

Decrease Cost

S1	FY11 Savings Plan	-980,520	0
		-980,520	0
	Montgomery College	-980,520	0

	MC Tax Supported	-980,520	0
	Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

	MC Total:	-980,520	0
	MC FY11 Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

FY11 Savings Plan

M-NCPPC Tax Supported

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

M-NCPPC

Decrease Cost

S1	M-NCPPC FY11 Savings Plan	-59,010	0
		-59,010	0
	M-NCPPC	-59,010	0

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

M-NCPPC

Decrease Cost

S1	M-NCPPC FY11 Savings Plan	-172,630	0
		-172,630	0
	M-NCPPC	-172,630	0

	M-NCPPC Tax Supported	-231,640	0
	Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	

	M-NCPPC Total:	-231,640	0
	M-NCPPC FY11 Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-231,640	

WORKFORCE CHANGES

Tax Supported

FY11 Savings Plan: CE Recommended

Bargaining Unit

	WY	FT	PT	Filled	Vacant	MCGEO	IAFF	FOP	Nonrep	MLS	TBD
<u>Position Reductions</u>											
Fire and Rescue Service	-56.2	-109	-3	-109	-3	0	-89	0	-22	-1	0
Police	-4.5	-9	0	-9	0	0	0	-9	0	0	0
Recreation	-1.0	-2	0	-2	0	-2	0	0	0	0	0
Position Reductions	-61.7	-120	-3	-120	-3	-2	-89	-9	-22	-1	0
<u>Position Additions</u>											
Fire and Rescue Service	1.7	5	0	0	5	5	0	0	0	0	0
Position Additions	1.7	5	0	0	5	5	0	0	0	0	0
<u>Technical Changes</u>											
County Council	-2.0	0	0								
Fire and Rescue Service	-0.2	0	0								
Recreation	-13.8	0	0								
Technical Changes	-16.0	0	0								
Tax Supported	-76.0	-115	-3	-120	2	3	-89	-9	-22	-1	0
Total Net Change	-76.0	-115	-3	-120	2	3	-89	-9	-22	-1	0
MCG Total Net Change -76.0 -115 -3 -120 2 3 -89 -9 -22 -1 0											

FY11 SAVINGS PLAN

Description/Justification

MCG Tax Supported

Ref No.	Title	\$	Revenue
General Fund			
Circuit Court			
S1	DECREASE COST: FREEZE TWO VACANT PART-TIME EVALUATOR POSITIONS	-98,130	0
	In response to the County's directive to reduce the Circuit Court's FY11 budget, the least harmful option is to continue to freeze two vacant part-time Court Evaluator positions. This action will, however, have a detrimental impact on the Court's ability to efficiently process family cases and, in particular, to obtain the best resolutions in child custody and access cases. Fewer cases will receive the benefits of the evaluators' assessments. The timeliness with which these cases are processed is also likely to be affected: fewer evaluators means that more cases will be at risk of languishing in the system, which is costly, counterproductive, and can be damaging to the children and families involved. Other core Court functions, such as custody/access mediation and the Court's co-partnering program, may also be affected.		
Circuit Court Total:		-98,130	0
Consumer Protection			
S1	DECREASE COST: REDUCE CENTRAL DUPLICATING SERVICES COSTS FOR PRINTING AND POSTAGE	-11,000	0
	OCP has been successful in its attempts to automate distribution of educational materials, forms, and correspondence and using our webpage for advertising and communicating with County residents. In addition, we can postpone some events to eliminate distribution concerns without significant impact to OCP's programs.		
S2	DECREASE COST: REDUCE MISCELLANEOUS OPERATING EXPENSES COSTS	-7,790	0
	Procurement freeze to meet fiscal challenges. OCP will only purchase items that are critical to its operation.		
S3	DECREASE COST: REDUCE DUES/MEMBERSHIP COSTS	-2,000	0
	OCP will postpone the purchase of reference materials and periodicals and review memberships with no significant impact to OCP's programs.		
Consumer Protection Total:		-20,790	0
Correction and Rehabilitation			
S1	DECREASE COST: SAVINGS DUE TO NEW PHARMACY CONTRACT	-154,520	0
	DOCR's pharmacy contract costs are lower than budgeted.		
Correction and Rehabilitation Total:		-154,520	0
County Attorney			
S1	DECREASE COST: LAPSE - ASSISTANT COUNTY ATTORNEY I - PUBLIC INTEREST LITIGATION DIVISION	-45,530	0
	Position duties have been reassigned within the division.		
County Attorney Total:		-45,530	0
County Council			
S1	DECREASE COST: COUNTY COUNCIL	-235,390	0
	Added at Reconciliation List - Support for Office of People's Counsel (not funded in FY11) and staffing needs of other Legislative Branch offices		
County Council Total:		-235,390	0
County Executive			
S1	DECREASE COST: LAPSE DEPUTY DIRECTOR FOR SPECIAL PROJECTS	-47,670	0
	The impact is limited as this Special Projects position is currently vacant.		
County Executive Total:		-47,670	0
Economic Development			

Ref No.	Title	\$	Revenue
Economic Development			
S1	DECREASE COST: REDUCE WHEATON INNOVATION CENTER LEASE PAYMENT	-62,850	0
	DED will have a savings of \$62,580 in FY11 resulting from a Wheaton Innovation Center rent reduction, as a part of the \$4 million COSTCO Wheaton EDF project with the Westfield. The total rent reduction of \$200,000 over four years, from FY10-FY13, was agreed to by Westfield.		
Economic Development Total:		-62,850	0
Emergency Management and Homeland Security			
S1	DECREASE COST: REDUCED NUMBER OF PHONES LINES	-8,030	0
	No service impact. A comprehensive review of phone lines needed by the Office of Emergency Management and Homeland Security resulted in a reduction in the number of phone lines and decreased service charges.		
S2	REDUCE: REDUCE PRINTING AND PAPER COSTS	-5,300	0
	Reduction in printing and paper costs will reduce the available amount of emergency preparedness information material.		
Emergency Management and Homeland Security Total:		-13,330	0
Environmental Protection			
S1	DECREASE COST: OTHER PROFESSIONAL AND NON-PROFESSIONAL SERVICES	-19,470	0
	There will be no impact as a result of this action. The Department does not anticipate expenses related to professional or non-professional services in the Administrative Services section in FY11 or beyond. Basic video editing needs and temporary services can be met in-house. More complex video editing needs support MS-4 activities, which are funded by the Water Quality Protection Charge.		
Environmental Protection Total:		-19,470	0
Finance			
S1	DECREASE COST: TIMESHEET DATA ENTRY KEYPUNCH CONTRACT	-63,650	0
	\$75,000 in timesheet data entry keypunch costs were budgeted in FY11 to accommodate delays in the full implementation of Mctime. \$11,350 of this amount was used, leaving \$63,650 available savings.		
S2	DECREASE COST: PERSONNEL COST SAVINGS	-32,320	0
	FY11 Personnel Cost savings are the result of an unusually high number of vacancies in key positions due to staff turnover.		
Finance Total:		-95,970	0
General Services			
S1	REDUCE: REDUCE FREQUENCY OF CLEANING AND GROUNDS MAINTENANCE	-1,515,680	0
	Reducing the frequency of contractual cleaning and grounds maintenance will further reduce the appearance of County facilities. The grounds maintenance cut will impact mowing, leaf and trash removal.		
General Services Total:		-1,515,680	0
Health and Human Services			
S1	DECREASE COST: CONSERVATION CORPS CONTRACT	-125,000	0
	Delay the start date for the new contract for the Conservation Corps until April. Due to delays, the contract will likely not start until late February. This proposal will postpone the start date until April.		
S2	DECREASE COST: HOMELESS OUTREACH CONTRACT	-21,000	0
	Delay the start date for the new contract for Homeless Outreach/PIIT effort until April. This reduction represents the General Fund portion of the contract.		
S4	REDUCE: ENERGY REBATE PROGRAM - STOP PROVIDING SUBSIDIES AS OF JANUARY	-239,750	0
	This reduction would eliminate benefits to 4,780 low-income households who need help with their home heating costs. Utility costs have risen steadily over the past several years and this benefit is a key supplement to help households afford their utility bills. Elimination of this benefit will increase the number of households experiencing utility disconnections which can create a safety issue and would ultimately lead to homelessness.		

Ref No.	Title	\$	Revenue
Health and Human Services			
S5	REDUCE: PROJECT DELIVER An FY11 reduction of \$100,000 to Project Deliver Program will have no adverse impact since deliveries billed through the Project Deliver Program have decreased.	-100,000	0
S6	REDUCE: CARE FOR KIDS There will be tangential service impacts as the reduction is targeted for administrative services.	-80,000	0
S10	REDUCE: CONTRACT REDUCTIONS Do not implement the restoration of the 2% contract reduction.	-672,260	0
S11	DECREASE COST: OTHER MISC. OPERATING The department will have savings in operating expenses due to the procurement freeze.	-500,000	0
S12	DECREASE COST: DEFER HIRING POSITIONS Various impacts throughout the department	-221,110	0
Health and Human Services Total:		-1,959,120	0
Housing and Community Affairs			
S1	DECREASE COST: MISCELLANEOUS OPERATING EXPENSES INCLUDING OTHER PROFESSIONAL SERVICES, TRAVEL, EDUCATION, AND ADVERTISING The main impact of these reductions will be the resulting greater workload on existing staff and less availability for training.	-39,020	0
Housing and Community Affairs Total:		-39,020	0
Human Resources			
S1	DECREASE COST: CONTRACTUAL SERVICES OHR has identified current year contractual funds that will be held back in order to achieve the mandated FY11 savings in the general fund budget. The contractual services are to support the Unified Data Moduler, and OHR will adjust the service schedule to realign the vendor's work plan. OHR anticipates minimal impact as a result of the savings.	-60,830	0
Human Resources Total:		-60,830	0
Human Rights			
S1	DECREASE COST: FAIR HOUSING - LEGAL / ATTORNEY SERVICES No impact to services; these services are not needed.	-10,000	0
S2	DECREASE COST: FAIR HOUSING - OTHER PROFESSIONAL SERVICES Reduce Fair Housing other professional services.	-7,380	0
Human Rights Total:		-17,380	0
Inspector General			
S1	DECREASE COST: REDUCE PERSONNEL COST	-6,590	0
Inspector General Total:		-6,590	0
Legislative Oversight			
S1	REDUCE: REDUCE OPERATING EXPENSES \$12,460 represents a 23% reduction in OLO's FY11 budget for operating expenses.	-12,460	0
Legislative Oversight Total:		-12,460	0
Management and Budget			
S1	DECREASE COST: LAPSE CIP COORDINATOR The work of the CIP Coordinator position will be re-distributed to other staff in the department. The position will become vacant in January.	-33,190	0
Management and Budget Total:		-33,190	0

Ref No.	Title	\$	Revenue
NDA - Desktop Modernization			
S1	REDUCE: DCM SERVICES FOR ALL DTS DESKTOP COMPUTERS (APPROXIMATELY 165-175 PC'S) FOR SIX MONTHS	-31,810	0
	DTS staff/contractor whose primary computer is a desktop PC will no longer have access to most services provided under the DCM contract (ex: help desk, break fix, etc.). If a DTS user contacts the IT Helpdesk for support, rather than attempting to resolve the issue immediately using existing support tools and methodologies, the technician will initiate a service ticket, which will then be routed back to DTS's internal support team queue. (It should be noted that the DTS internal support team resources are severely limited due to staffing and contractor reductions from FY10.) This reduction in service will result in longer response times for PC or software support issues encountered by DTS staff. In the event of a warranty hardware failure, DTS must pay the break fix charge (\$56.99 per incident). In the event of an out of warranty hardware failure, DTS must pay the break fix charge plus the cost of the replacement hardware.		
NDA - Desktop Modernization Total:		-31,810	0
NDA - Housing Opportunities Commission			
S1	DECREASE COST: FY11 SAVINGS PLAN	-14,510	0
	HOC will make specific reduction proposals at a later date.		
NDA - Housing Opportunities Commission Total:		-14,510	0
Police			
S1	ELIMINATE: ABOLISH BALANCE OF SCHOOL RESOURCE OFFICER (SRO) POSITIONS - 9 POLICE OFFICER IIIS	-518,650	0
	This would completely eliminate the SRO program resulting in no police officers assigned to any public school.		
S2	DECREASE COST: VARIOUS OPERATING EXPENSES	-571,670	0
	Reduce various operating expenses across the department.		
Police Total:		-1,090,320	0
Public Information			
S1	DECREASE COST: DECREASE ADVERTISING FOR MC311 SERVICE	-49,600	0
	A \$49,600 reduction in advertising for MC311 will require the department's media relations section to consistently work harder to promote the 311 Call Center services using free media and social media. It is important that residents are made aware that they must direct their inquiries to MC311 so that they don't continue to call departments where call takers no longer exist. This education effort is critical to efficient operations within departments and to resident satisfaction with government.		
Public Information Total:		-49,600	0
Public Libraries			
S1	DECREASE COST: REDUCE OPERATING EXPENSES FOR SUPPLIES AND SERVICE CONTRACTS	-63,190	0
	Montgomery County Public Libraries made some planning decisions with regard to operating expenses through the first part of FY11, in anticipation of a Savings Plan possibility. MCPL has been able to control operating expenses in supply, training, paper/printing/postage, travel, and vehicle maintenance expense line items to save \$63,190.		
Public Libraries Total:		-63,190	0
Regional Services Centers			
S1	DECREASE COST: LAPSE BETHESDA-CHEVY CHASE REGIONAL SERVICES CENTER'S VACANT SENIOR EXECUTIVE ADMINISTRATIVE AIDE	-27,000	0
Regional Services Centers Total:		-27,000	0
Sheriff			
S1	DECREASE COST: REDUCE COMPUTER SUPPLIES	-11,210	0
	Delay or reduce computer/printer supplies		
S2	DECREASE COST: REDUCE UNIFORM COSTS	-8,000	0

Ref No.	Title	\$	Revenue
Sheriff			
S3	DECREASE COST: REDUCE MEMBERSHIP COSTS Delay membership fees	-10,000	0
S4	DECREASE COST: REDUCE LOCAL CONFERENCES	-3,000	0
S5	DECREASE COST: REDUCE TRAVEL EXPENSES Currently travel expenses are lower through November 20; reduction can be made at this time.	-10,000	0
S6	DECREASE COST: REDUCE CHARGEBACKS FROM FACILITIES Reduce repairs and maintenance in Judicial Center	-6,500	0
Sheriff Total:		-48,710	0
State's Attorney			
S1	DECREASE COST: TURNOVER SAVINGS FROM RETIRING EMPLOYEE An employee has indicated to senior management an intention to retire effective 01/02/11. Turnover savings will be achieved by promoting a lower salaried employee into this position. The retiring employee will perform critical services for the SAO as a contractor for the remainder of the year.	-30,860	0
State's Attorney Total:		-30,860	0
Technology Services			
S1	DECREASE COST: CRIMS COMMERCIAL OFF THE SHELF (COTS) SOFTWARE MAINTENANCE With the recent delay of the CRIMS phase 1 solution, the project go-live date has been delayed, which results in a delay of the overall maintenance needs.	-174,810	0
S2	DECREASE COST: FREEZE DEPARTMENTAL TRAINING FUNDS DTS will suspend FY11 training budget. Training funds are used to keep staff current on emerging technologies and to maintain workforce knowledge and skills. In turn, DTS is better positioned to maintain the County's technology assets. By reducing training funds, DTS runs the risk of not being able to respond to all requests for service as well as limited ability to develop new and innovative technology solutions. It leads to increased system failure, under performing systems, and low employee morale. It also increases the possible need of higher priced contractor support to meet new technology solution challenges.	-88,890	0
Technology Services Total:		-263,700	0
Transportation			
S1	DECREASE COST: PARKING TICKET PROCESSING The remaining budget should be sufficient to fund basic parking ticket processing and collections services required to process the volume of tickets anticipated in FY11. Projected General Fund parking ticket revenues should not be affected by this savings plan reduction.	-106,790	0
S2	DECREASE COST: UNIFORM PURCHASING This will result in a decrease in uniform budget in Highway Maintenance of about 30%.	-25,710	0
S3	DECREASE COST: REDUCTION IN TRAINING AND COMPUTER/OFFICE SUPPLIES This reduction will result in the elimination of training and the purchase of computer equipment and software for remainder of FY11 in Division of Transportation Engineering. This will limit the use of innovation in the Division using the latest technology in the market place.	-59,200	0
S4	DECREASE COST: PEDESTRIAN SAFETY OUTREACH This is a 60% reduction in the pedestrian safety outreach effort in the Director's Office budget.	-15,000	0
S5	DECREASE COST: REDUCE MATERIAL TESTING This will reduce contractual material testing by 40%. Funds remaining should be sufficient to achieve FY 11 testing.	-25,000	0
S6	DECREASE COST: LAPSE SENIOR SUPPLY TECH AND ENGINEER III POSITIONS These two positions are currently vacant in Traffic Engineering and will remain vacant for the remainder of FY 11.	-128,000	0

Ref No.	Title	\$	Revenue
Transportation			
S7	DECREASE COST: PEDESTRIAN SIGNAL TIMING This is a 50% reduction in the effort to adjust pedestrian signals timing to 3.5 feet/second.	-50,000	0
S8	DECREASE COST: TRAFFIC MATERIALS This is a 5% reduction in signing and traffic signal materials resulting in some delays in replacing non-critical signs, paint, signals, etc.	-46,590	0
S9	DECREASE COST: TRAFFIC COUNTS PROGRAM This represents a 50% reduction in traffic counts which will impact response to traffic study requests.	-26,000	0
S10	ELIMINATE: LOOP DETECTORS This will eliminate all funding to replace loop detectors in FY11 and result in increased traffic congestion at some intersections in which the loop detector fails and is not replaced.	-152,300	0
S11	ELIMINATE: ELIMINATE CONTRACTUAL RESIDENTIAL RESURFACING This will eliminate the Residential Resurfacing Program in the Operating Budget for FY11. This equates to approximately 15 lane miles of roadways that will not be resurfaced. This program utilizes Slurry Seal and other such surface treatments as a routine /preventative maintenance approach to pavement management to extend pavement life and preserve pavements that are generally in good condition. Elimination of this routine maintenance program will result in more costly repairs in future years.	-284,010	0
S12	REDUCE: REDUCE PATCHING MATERIALS This reduction of \$200,000 from \$1.26 million to \$1.06 million represents a reduction of 16%. This will result in higher costs due to significant repairs needed in the future due to reduced preventive maintenance.	-200,000	0
S13	REDUCE: REDUCE ROADWAY AND RELATED MAINTENANCE This 38% reduction of \$324,060 to this program will likely create a backlog of repairs and will lead to increased costs as a result of deferring maintenance of shoulders, storm drains, curbs and gutters, and sidewalks.	-324,060	0
S14	DECREASE COST: TREE MAINTENANCE A 22% reduction of \$340,000 will result in 323 tree removals being deferred to out-years. The tree removal backlog is currently 13 months and growing. There are currently 1,050 tree removals in the queue.	-340,000	0
Transportation Total:		-1,782,660	0
General Fund Total:		-7,840,280	0

Fire

Fire and Rescue Service

S1	DECREASE COST: EMS FEE IMPLEMENTATION COSTS Includes third party billing services, community outreach, training, a Manager of Billing Services, and an Information Technology Specialist.	-1,216,220	0
S2	DECREASE COST: LFRD ADMINISTRATIVE STAFF This would discontinue funding 20 LFRD civilian employees. The workload would be offset with five County administrative positions.	-592,000	0
S3	DECREASE COST: VOLUNTEER RECRUITER A civilian position in the Division of Volunteer Services.	-40,000	0
S4	DECREASE COST: LFRD TRAVEL The FY11 budget for LFRD travel is \$27,020.	-18,000	0
S5	DECREASE COST: LFRD EDUCATION, TUITION, AND TRAINING The FY11 budget for LFRD education, tuition, and training is \$76,720.	-33,330	0
S6	DECREASE COST: LFRD OFFICE SUPPLIES AND EQUIPMENT The FY11 budget for LFRD office supplies and equipment is \$92,060.	-30,670	0
S7	DECREASE COST: LFRD TROPHIES AND AWARDS The FY11 budget for LFRD trophies and awards is \$26,200.	-17,330	0
S8	DECREASE COST: LFRD FURNITURE	-32,670	0

Ref No.	Title	\$	Revenue
Fire and Rescue Service			
	The FY11 budget for LFRD furniture is \$49,120.		
S9	DECREASE COST: LFRD FOOD/MEAL STANDBY FOOD The FY11 budget for LFRD food/meal standby food is \$247,280.	-133,330	0
S10	DECREASE COST: LFRD MISC. OPERATING EXPENSES The FY11 budget for LFRD other non-professional services and miscellaneous operating expenses is \$643,800.	-214,590	0
S11	REDUCE: NINE AMBULANCES (24/7) The reduction in the EMS units would normally result in layoffs of Firefighter Rescuers. However, in order to protect public safety and reduce potential liability associated with the SAFER grant, the Fire Chief will manage the firefighter staffing reduction through attrition in the department. This management procedure will permit the retention of these trained and certified operational firefighter rescuers.	-3,240,000	0
S12	REDUCE: TWO AMBULANCES (DAY WORK) The reduction in the EMS units would normally result in layoffs of Firefighter Rescuers. However, in order to protect public safety and reduce potential liability associated with the SAFER grant, the Fire Chief will manage the firefighter staffing reduction through attrition in the department. This management procedure will permit the retention of these trained and certified operational firefighter rescuers.	-320,000	0
S13	DECREASE COST: SPECIAL PAY DIFFERENTIAL FOR ADVANCED LIFE SUPPORT PROVIDERS The special pay differential for Advanced Life Support providers was rejected by the County Council.	-199,670	0
Fire Total:		-6,087,810	0

Mass Transit

DOT-Transit Services

S1	DECREASE COST: REDUCTION OF ONE REPLACEMENT RIDE ON BUS Purchase one fewer replacement bus in FY11. An older bus in the fleet will need to operate longer.	-426,000	0
S2	DECREASE COST: DELAY EMPLOYER INCENTIVE PROGRAM This was a pilot program designed to encourage employers to offer a transit pass to all their employees. The result of this cut will be to delay that effort.	-400,000	0
S3	DECREASE COST: LAPSE PROGRAM SPECIALIST II FOR 6 MONTHS This position is currently vacant and will remain vacant for the remainder of the fiscal year.	-32,920	0
S4	DECREASE COST: LAPSE IT FARE BOX TECH FOR 6 MONTHS This position is vacant and will remain vacant for the remainder of the fiscal year.	-30,020	0
S5	DECREASE COST: LAPSE TRANSIT MARKETING SPECIALIST 6 MONTHS This position is currently vacant and will remain vacant for the remainder of the fiscal year.	-27,480	0
Mass Transit Total:		-916,420	0

Recreation

Recreation

S1	REDUCE: CLOSE 4 OF 6 SPORTS ACADEMIES The Sports Academies programs serve at-risk teenage youth at seven High Schools across the County. The programs are designed to provide a safe, engaging, and supportive environment during the critical hours immediately after school when youth are at the most risk of engaging in risky behavior. In FY' 2010, juvenile crime went down as much as 9% in communities served by Sports Academies. The program also is one of the few that do not require a minimum GPA to participate.	-245,090	0
S2	REDUCE: CLOSE 8 OF 15 RECEXTRA PROGRAMS The RecExtra program serves at risk youth at 15 Middle Schools across the County. The program is designed to provide youth with a safe, engaging, and supportive environment during the critical hours immediately after school when youth are at the most risk of engaging in risky behavior. The program also serves to enhance the after school programming at these schools by leveraging resources and paying for an after school activity coordinator.	-93,600	0
S3	ELIMINATE: ELIMINATE ALL NEIGHBORHOOD SENIOR PROGRAMS	-114,900	0

Ref No.	Title	\$	Revenue
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Recreation

The elimination of The Neighborhood Senior Programs ends service at 11 program locations. Currently over 800 residents are registered. These programs meet 1 -2 times per week and provide programs and activities such as exercise and fitness, health/wellness screening and education, special interest programs and entertainment. In addition they also bring valuable information resources to Seniors through partnerships with HHS, County hospitals, and other service providers on topics as varied as taxes, travel, legal issues, insurance, etc. Participants could access the 4 remaining Senior Centers if transportation is available. Three of the eleven Neighborhood Senior programs also participate in the HHS grant funded Nutrition Program. The HHS grant total for this program is \$64,010.

S4	REDUCE: DELAY OPENING OF MID COUNTY COMMUNITY CENTER	-146,390	-47,000
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Closing the center, scheduled to open January 1st, 2011 will impact a central portion of the County between Sandy Spring/Norwood, Good Hope, Kemp Mill, and Rockville including a minimum of 30,000 residents. The center has been under construction for approximately 20 months. Typically, Centers provide senior day time programs, youth after school programs and evening classes along with community meeting space and social functions in addition to weight & exercise room and gymnasium activities as well as summer camps and playgrounds for all. These services will continue to be provided in other communities. Revenue impact of \$47,000.

Recreation Total:	-599,980	-47,000
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MCG Tax Supported Total:	-15,444,490	-47,000
Net Savings:	-15,397,490	
<i>(Total Exp. Savings & Revenue Changes)</i>		

Cable Television

Cable Communications Plan

S1	DECREASE COST: LAPSE OF THREE FILLED INSPECTOR POSITIONS	-33,120	0
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There is no service impact. Three new inspector positions were budgeted for July 1st, however, they were not filled until August.

S2	DECREASE COST: LAPSE OF FILLED VIDEOGRAPHER POSITION	-15,490	0
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There is no service impact. The position was budgeted for July 1st, however, it was not filled until September.

S3	DECREASE COST: LAPSE OF FILLED EDITOR POSITION	-9,300	0
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There is no service impact. The position was budgeted for July 1st, however, it was not filled until August.

S4	DECREASE COST: LAPSE OF VACANT INFO TECH POSITION UNTIL JANUARY 1ST	-47,010	0
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This delays ability to create video files for council member website, limits the ability to update video on demand files, and places additional burdens on existing staff.

Cable Television Total:	-104,920	0
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Liquor Control

Liquor Control

S1	ENHANCE: INVENTORY MANAGEMENT AND CONTROL	0	288,150
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DLC plans to reduce the amount of time a product remains in inventory by five days. For example, if an item is normally kept on the floor for 40 days, the plan will be to reduce that time to 35 days. By tightening inventory, DLC will pay out less cash, increase net sales revenue, and transfer more funds to the General Fund.

Liquor Control Total:	0	288,150
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MCG Non-Tax Supported Total:	-104,920	288,150
Net Savings:	-393,070	
<i>(Total Exp. Savings & Revenue Changes)</i>		

Ref No.	Title	\$	Revenue
	MCG Total:	-15,549,410	241,150
	MCG FY11 Net Savings		
	(Total Exp. Savings & Revenue Changes)	-15,790,560	

Ref No.	Title	\$	Revenue
MCPS Current Fund			
MCPS			
S1	DECREASE COST: FY11 SAVINGS PLAN MCPS will make specific reduction proposals at a later date.	-19,198,430	0
MCPS Current Fund Total:		-19,198,430	0
MCPS Tax Supported Total:		-19,198,430	0
Net Savings:		-19,198,430	
<i>(Total Exp. Savings & Revenue Changes)</i>			
MCPS Total:		-19,198,430	0
MCPS FY11 Net Savings		-19,198,430	
<i>(Total Exp. Savings & Revenue Changes)</i>			

Ref No.	Title	\$	Revenue
MC Current Fund			
Montgomery College			
S1	DECREASE COST: FY11 SAVINGS PLAN	-980,520	0
	Montgomery College will make specific reduction proposals at a later date.		
	MC Current Fund Total:	-980,520	0
	MC Tax Supported Total:	-980,520	0
	Net Savings:	-980,520	
	<i>(Total Exp. Savings & Revenue Changes)</i>		
	MC Total:	-980,520	0
	MC FY11 Net Savings		
	<i>(Total Exp. Savings & Revenue Changes)</i>	-980,520	

Ref No.	Title	\$	Revenue
M-NCPPC Administration			
M-NCPPC			
S1	DECREASE COST: M-NCPPC FY11 SAVINGS PLAN MNCPPC will make specific reduction proposals at a later date.	-59,010	0
M-NCPPC Administration Total:		-59,010	0
M-NCPPC Park (w/out Debt Serv.)			
M-NCPPC			
S1	DECREASE COST: M-NCPPC FY11 SAVINGS PLAN MNCPPC will make specific reduction proposals at a later date.	-172,630	0
M-NCPPC Park (w/out Debt Serv.) Total:		-172,630	0
M-NCPPC Tax Supported Total:		-231,640	0
Net Savings:		-231,640	
<i>(Total Exp. Savings & Revenue Changes)</i>			
M-NCPPC Total:		-231,640	0
M-NCPPC FY11 Net Savings		-231,640	
<i>(Total Exp. Savings & Revenue Changes)</i>			