

MEMORANDUM

8/16/2010

TO: Carla Reid, Director, Department of Permitting Services
Joe Beach, Director, Office of Management and Budget
FROM: Chris Cihlar, CountyStat Manager
SUBJECT: DPS Strategic Plan

The following items were identified for follow-up during the 8/13/2010 CountyStat meeting:

Calculate productivity using actual workyears charged and show trend over time.

Responsible parties: CountyStat
Other parties involved: none
Deadline: 9/13/2010

Recommend an alternate calculation for the amount of the General Fund contribution to the Permitting Services Fund that accounts for the amount of fees waived for MCPS, MCC, and M-NCPPC projects and for unfunded services offered.

Responsible parties: DPS
Other parties involved: OMB
Deadline: 1/21/2011

Develop a recommendation for removing the cap on commercial building fees that can be presented to Council. Include a comparison of fees collected now versus fees collected under the recommended system and a comparison with comparable jurisdictions.

Responsible parties: DPS
Other parties involved: none
Deadline: 1/21/2011

Examine the Executive Regulation that stipulates budgeting based on prior year expenditures and recommend an alternate policy. Include a comparison of budgeted amounts under both systems.

Responsible parties: DPS
Other parties involved: OMB
Deadline: 1/21/2011

Develop a recommendation that can be presented to Council for changing the timing of payments for plan reviews, subdivision reviews, and other activities so that a larger proportion of fees are collected at the time of filing.

Responsible parties: DPS
Other parties involved: OMB
Deadline: 1/21/2011

At a subsequent CountyStat meeting, present progress on follow-up items and present a strategy to address the need for quick staffing adjustments based on workload changes.

Responsible parties: DPS

Other parties involved: none

Deadline: 1/21/2011

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer