



# Transportation

## Mission Statement

The mission of the Department of Transportation (DOT) programs supported by the General Fund is to provide an effective and efficient transportation system to ensure the safe and convenient movement of persons and vehicles on County roads; to plan, design, and coordinate development and construction of transportation and pedestrian routes to maintain the County's transportation infrastructure; to operate and maintain the traffic signal system and road network in a safe and efficient manner; and to develop and implement transportation policies to maximize efficient service delivery. The General Fund supports programs in the Division of Traffic Engineering and Operations, the Division of Parking Management, the Division of Highway Maintenance, the Division of Transportation Engineering, the Division of Transit Services, and the Director's Office.

## Budget Overview

The total recommended FY17 Operating Budget for the Department of Transportation is \$53,365,223, an increase of \$1,832,809 or 3.56 percent from the FY16 Approved Budget of \$51,532,414. Personnel Costs comprise 46.59 percent of the budget for 454 full-time position(s) and nine part-time position(s), and a total of 282.30 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 53.41 percent of the FY17 budget.

Significant multi-program adjustments in Traffic Planning, Transportation Design, Transportation Policy, and Transportation Planning are due to corrections in staffing allocation across programs.

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:

- ◆ **An Effective and Efficient Transportation Network**
- ◆ **Healthy and Sustainable Neighborhoods**
- ◆ **A Responsive, Accountable County Government**
- ◆ **Safe Streets and Secure Neighborhoods**
- ◆ **Vital Living for All of Our Residents**

## 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 FY16 estimates reflect funding based on the FY16 approved budget. The FY17 and FY18 figures are performance targets based on the FY17 recommended budget and funding for comparable service levels in FY18.

## Initiatives

- ★ Continue expansion of the bikeshare network.
- ★ Provide overall management of the County's transit initiatives.
- ★ Implement a load testing program on bridges where heavy vehicles such as Fire Rescue apparatus are restricted. This real-life method of determining bridge weight limits for bridges is more accurate than in-house calculations. The results may allow restrictions to be

lifted and eliminate costly rehabilitation projects.

## Accomplishments

- ✓ 790 crosswalks were installed in FY15, an increase of 36% over FY14 and 815 stop bars were installed representing a 27% increase over FY14.
- ✓ Fully implemented a Road Weather Information System (RWIS) which provides up-to-minute pavement conditions at four locations around the County. Discussions have begun to expand the program by two additional stations.
- ✓ Resurfaced 405 lane-miles in FY15.
- ✓ Awarded with a prestigious National Association of Counties (NACo) Award for DOT's Public Outreach Program "Social Solutions In Public Works."
- ✓ Responded to 13 storm events totaling 52.5 inches of snow to date in FY16.
- ✓ The Annual Leafing Operation program collected over 925 tons of debris on over 2,175 miles of roads.
- ✓ Completed three major FiberNet Hub site upgrades in FY15, which included increasing the number of fibers available and re-establishing all county sites associated with each regional Hub site.
- ✓ The Glenmont Town Center streetlight upgrade was completed with the installation of 59 Light Emitting Diode (LED) lights. LED Streetlights consume significantly less energy than the conventional High Pressure Sodium (HPS) lights and reduce the carbon footprint.
- ✓ Tree Maintenance Section crews and arborists responded to over 20,155 Service Requests, pruned 10,002 trees, removed 2,392 stumps, and planted 1,016 trees.
- ✓ Completed the biennial 2015 Pavement Condition Index (PCI) study providing conditions along 5,200 lane-miles of roads.

## Productivity Improvements

- ✦ Developed GIS-based storm drain asset management application to electronically collect and share data on storm drain infrastructure.
- ✦ The Division of Highway Services has implemented its social media program. There have been nearly 2 million views on Twitter, Facebook and YouTube.

## Program Contacts

Contact Emil Wolanin of the Department of Transportation at 240.777.7170 or Brady Goldsmith of the Office of Management and Budget at 240.777.2793 for more information regarding this department's operating budget.

## Program Descriptions

### Automation

The Automation Program provides staffing, material, and support to develop and maintain information systems in support of the Department's business operations. This includes the purchase and maintenance of IT equipment, service and support for major business systems, strategic visioning and analysis for planned IT investments, and day-to-day end use support. In addition, this program provides for coordination with the County Department of Technology Services.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>463,099</b>	<b>2.85</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	25,707	0.00

FY17 Recommended Changes	Expenditures	FTEs
<b>FY17 Recommended</b>	<b>488,806</b>	<b>2.85</b>

## Bike Share

This program administers and operates the BikeShare program in the County. The purpose of this program is developing additional options for short trips, promoting the use of transit and contributing to a more pedestrian and bicycle-friendly atmosphere. This includes managing implementation of the County's system, administering the operation of the system, and coordinating with other regional BikeShare programs.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>1,596,678</b>	<b>1.00</b>
Increase Cost: Bikeshare Operation and Maintenance	212,304	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.	(4,416)	0.00
<b>FY17 Recommended</b>	<b>1,804,566</b>	<b>1.00</b>

## Bridge Maintenance

This program provides for the basic maintenance of bridges and box culverts along County-maintained roadways, including removal of debris under and around bridges; wall and abutment repainting; trimming trees and mowing banks around bridge approaches; and guardrail repair. Minor asphalt repairs and resurfacing of bridges and bridge approaches are also included.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>182,140</b>	<b>1.04</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(2,825)	0.00
<b>FY17 Recommended</b>	<b>179,315</b>	<b>1.04</b>

## Transportation Engineering and Management Services

This program oversees a portion of the transportation programs, monitors and evaluates standards, investigates complaints, and implements strategies to maximize cost savings. This program is also responsible for the personnel, budget, and finance functions of several divisions in the Department of Transportation, providing essential services to the Department and serving as a point of contact for other departments.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>940,926</b>	<b>8.00</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	29,275	0.00
<b>FY17 Recommended</b>	<b>970,201</b>	<b>8.00</b>

## Parking Outside the Parking Districts

This program administers, operates, and maintains the parking program outside the Parking Districts. Included in this program are residential permit parking and peak hour traffic enforcement. The residential permit parking program is responsible for the sale of parking permits and parking enforcement in these areas. Participation in the program is requested through a petition of the majority of the citizens who live in that area. The program is designed to mitigate the adverse impact of commuters parking in residential areas. Peak hour traffic enforcement in the Bethesda and Silver Spring Central Business Districts assures the availability of travel lanes during peak traffic periods. The program is also responsible for the management of County employee parking in the Rockville core.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>1,072,795</b>	<b>1.60</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	2,913	0.00
<b>FY17 Recommended</b>	<b>1,075,708</b>	<b>1.60</b>

## Resurfacing

This program provides for the contracted pavement surface treatment of the County's residential and rural roadway infrastructure.

Program Performance Measures	Actual FY14	Actual FY15	Estimated FY16	Target FY17	Target FY18
Percent of primary/arterial road quality rated fair or better	55%	60%	55%	48%	41%
Percent of rural/residential road quality rated fair or better	52%	48%	43%	37%	34%
Percentage of annual requirement for residential resurfacing funded	55%	75%	48%	48%	48%

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>2,114,410</b>	<b>0.00</b>
<b>FY17 Recommended</b>	<b>2,114,410</b>	<b>0.00</b>

## Roadway and Related Maintenance

Roadway maintenance includes hot mix asphalt road patching (temporary and permanent roadway repairs, skin patching, and crack sealing); shoulder maintenance; and storm drain maintenance, including erosion repairs, roadway ditch and channel repairs, cleaning enclosed storm drains, and repair and/or replacement of drainage pipes. Related activities include: mowing; roadside vegetation clearing and grubbing; traffic barrier repair and replacement; street cleaning; regrading and reshaping dirt/gravel roads; and temporary maintenance of curbs, gutters, and sidewalks. Starting in FY07, DOT began providing routine maintenance of roadway, bridges, and storm drain surfaces and other miscellaneous items for Park roads.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>17,331,440</b>	<b>122.74</b>
Increase Cost: Maintenance of Newly Accepted Subdivision Roads	24,690	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.	393,062	(0.01)
<b>FY17 Recommended</b>	<b>17,749,192</b>	<b>122.73</b>

## Snow Removal/Wind/Rain Storms

This program includes the removal of storm debris within right of ways and snow from County roadways. This includes plowing and applying salt and sand; equipment preparation and cleanup from snow storms; and wind and rain storm cleanup. Efforts to improve the County's snow removal operation have included public snow plow mapping, snow summit conferences; equipping other County vehicles with plows; and using a variety of contracts to assist in clearing streets. Expenditures over the budgeted program amount for this purpose will be covered by the Snow Removal and Storm Cleanup NDA.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>3,338,759</b>	<b>24.78</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	3,447	0.00
<b>FY17 Recommended</b>	<b>3,342,206</b>	<b>24.78</b>

## Streetlighting

This program includes investigation of citizen requests for new or upgraded streetlights; design or review of plans for streetlight installations on existing roads, bikeways and pedestrian facilities, and projects that are included in the CIP; coordination and inspection of streetlight installations and maintenance by utility companies; maintenance of all County-owned streetlights by contract; and inspection of contractual maintenance and repair work.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>579,356</b>	<b>0.50</b>
Increase Cost: Streetlight Relamping and Maintenance	17,169	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.	614	0.00
<b>FY17 Recommended</b>	<b>597,139</b>	<b>0.50</b>

## Traffic Planning

This program provides for traffic engineering and safety review of road construction projects in the CIP; review of master plans, preliminary development plans, and road geometric standards from a pedestrian, bicycle, and traffic engineering and safety standpoint. The program also includes studies to identify small scale projects to improve the capacity and safety of intersections at spot locations throughout the County, the design of conceptual plans for such improvements, as well as the review of development plans and coordination of all such reviews within the Department of Transportation; review of traffic and pedestrian impact studies for the Local Area Review process; and development, review, approval, and monitoring of development-related transportation mitigation agreements.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>384,907</b>	<b>3.60</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	258,633	1.40
<b>FY17 Recommended</b>	<b>643,540</b>	<b>5.00</b>

## Traffic and Pedestrian Safety

This program provides for engineering studies to evaluate and address concerns about pedestrian and traffic safety and parking issues on neighborhood streets, arterial, and major roadways. Data on speed, vehicular and pedestrian volumes, geometric conditions and collision records are collected and analyzed. Plans are developed to enhance neighborhood and school zone safety, maintain livable residential environments, and provide safe and efficient traffic flow as well as safe pedestrian access on arterial and major roads.

Program Performance Measures	Actual FY14	Actual FY15	Estimated FY16	Target FY17	Target FY18
Average number of days to respond to requests for traffic studies	61	65	67	69	71
Number of traffic studies pending	249	254	261	268	275

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>1,820,193</b>	<b>10.40</b>
Decrease Cost: End of Safe Routes to School Grant	(14,984)	(0.19)
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	185,172	1.46
<b>FY17 Recommended</b>	<b>1,990,381</b>	<b>11.67</b>

## Traffic Sign and Marking

This program includes conducting engineering investigations of citizen complaints about traffic signs, street names, pavement markings (centerline, lane lines, edge lines, crosswalks, raised pavement markers, etc.) and inadequate visibility at intersections. It also includes design, review, and field inspection of traffic control plans for CIP road projects and for permit work performed in right-of-ways. This program

includes fabrication and/or purchase of signs; installation and maintenance of all traffic and pedestrian signs and street name signs (including special advance street name signs); repair or replacement of damaged signs; installation and maintenance of all pavement markings; safety-related trimming of roadside foliage obstructing traffic control devices; and day-to-day management of the traffic materials and supplies inventory. This program is also responsible for the issuance of permits for use of County roads and rights-of-ways for special events such as parades, races, and block parties.

<b>FY17 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY16 Approved</b>	<b>2,797,441</b>	<b>13.60</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(47,477)	(0.57)
<b>FY17 Recommended</b>	<b>2,749,964</b>	<b>13.03</b>

## Traffic Signals & Advanced Transportation Mgmt System

This program provides for the general engineering and maintenance activities associated with the design, construction, and maintenance of traffic signals, the Advanced Transportation Management System (ATMS), and the communication, infrastructure that supports these programs and the County's fiber optic based network. Included in this program are proactive and reactive maintenance of the field devices and related components such as traffic signals, flashers, traffic surveillance cameras, variable message signs, travelers' advisory radio sites, twisted pair copper interconnect, and fiber optic cable and hub sites; and support of the Traffic Signal, ATMS, and FiberNet CIP projects. This programs also includes provision of testimony for the County in court cases involving traffic signals.

<b>Program Performance Measures</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Estimated FY16</b>	<b>Target FY17</b>	<b>Target FY18</b>
The backlog of signalized intersections with a malfunctioning sensor	138	161	163	165	167

<b>FY17 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY16 Approved</b>	<b>1,932,010</b>	<b>7.12</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	48,144	0.40
<b>FY17 Recommended</b>	<b>1,980,154</b>	<b>7.52</b>

## Transportation Community Outreach

The Transportation Community Outreach program objective is to inform County residents of DOT's services, programs, and procedures; enhance their understanding of the department's organization and responsibilities; enhance their ability to contact directly the appropriate DOT office; and provide feedback so DOT can improve its services. Staff works with the Public Information Office to respond to media inquiries. Staff refers and follows up on residents' concerns; attends community meetings; and convenes action group meetings at the request of the Regional Services Center directors. Significant components of this program are the coordination of Renew Montgomery, a neighborhood revitalization program, and the Keep Montgomery County Beautiful program, which includes the Adopt-A-Road program, a beautification grants program, and annual beautification awards.

<b>FY17 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY16 Approved</b>	<b>220,352</b>	<b>1.00</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	1,941	0.00
<b>FY17 Recommended</b>	<b>222,293</b>	<b>1.00</b>

## Property Acquisition

This program is responsible for acquiring land for transportation capital projects and includes land acquisitions for other departments on an as-needed basis. This program includes administering the abandonment of rights-of-ways which have been or currently are in public use.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>99,668</b>	<b>0.60</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(6,852)	0.00
<b>FY17 Recommended</b>	<b>92,816</b>	<b>0.60</b>

## Transportation Planning

Transportation Planning: The Transportation Engineering Planning Unit manages both the Facility Planning and the Annual Bikeways programs. Prior to a capital project being funded for design and construction, it must first undergo Facility Planning. The planning process examines transportation improvements that are in compliance with the area master plans to meet the forecasted conditions. These analyses are performed at a higher level of detail than what is provided during the master plan process. Facility Planning culminates with a project prospectus report and preliminary design plans which allow projects to compete for funding as a stand-alone CIP. The Annual Bikeways Program plans, designs and constructs bikeways, trails and directional route signs throughout the County. The purpose of this project is to develop the bikeway network specified by master plans and those requested by the community to provide access to commuter rail, mass transit, major employment centers, recreational and educational facilities, and other major attractions.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>130,904</b>	<b>0.75</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(41,860)	(0.20)
<b>FY17 Recommended</b>	<b>89,044</b>	<b>0.55</b>

## Transportation Design

This program provides for the development of engineering construction plans and specifications for all transportation-related projects in the County's Capital Improvements Program (CIP). This includes planning, surveying, designing of roads, bridges, traffic improvements, pedestrian, bicycle and mass transit facilities, and storm drains; as well as the inventory, inspection, renovation, preservation and rehabilitation of existing bridges. All of these plans are environmentally sound and aesthetically pleasing and meet applicable local, State, and Federal laws and regulations.

Program Performance Measures	Actual FY14	Actual FY15	Estimated FY16	Target FY17	Target FY18
Linear feet of sidewalk construction completed (000)	39	30	20	20	20

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>356,049</b>	<b>1.14</b>
Enhance: Implement Bridge Load Testing Program	300,000	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.	76,179	0.40
<b>FY17 Recommended</b>	<b>732,228</b>	<b>1.54</b>

## Transportation Construction

This program provides overall construction administration and inspection of the Department's transportation CIP projects. This includes preparing and awarding construction contracts, monitoring construction expenditures and schedules, processing contract payments, providing construction inspection, and inspecting and testing materials used in capital projects. It measures and controls the quality of manufactured construction materials incorporated into the transportation infrastructure. This program also includes materials (manufacturing) plant inspections and testing of materials for work performed by private developers under permit with the County.

Program Performance Measures	Actual FY14	Actual FY15	Estimated FY16	Target FY17	Target FY18
Transportation capital improvement projects completed within 10% of the cost estimate	100%	100%	90%	90%	90%

Program Performance Measures	Actual	Actual	Estimated	Target	Target
	FY14	FY15	FY16	FY17	FY18
Transportation capital improvement projects completed within 3 months of projected timeline	66%	75%	90%	90%	90%

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>284,810</b>	<b>0.85</b>
Decrease Cost: Charge Materials Testing Program to Permitting Services	(80,000)	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.	897	0.00
<b>FY17 Recommended</b>	<b>205,707</b>	<b>0.85</b>

## Traffic Management and Operations

The Traffic Management and Operations program provides for the daily operations of the County's transportation management program to include operations of the Transportation Management Center (TMC), the computerized traffic signal system, and multi-agency incident management response and special event traffic management. This program also provides hardware and software for the TMC's computer and network infrastructure, and investigation of citizen complaints about traffic signal timing, synchronization and optimization.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>2,061,133</b>	<b>7.30</b>
Increase Cost: Uninterrupted Power Supply (UPS) Unit Maintenance	7,150	0.00
Decrease Cost: Annualize FY16 Elimination of Airplane Surveillance	(274,809)	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.	(182,154)	(1.50)
<b>FY17 Recommended</b>	<b>1,611,320</b>	<b>5.80</b>

## Transportation Policy

This program provides for the integration of all transportation plans, projects, and programs to ensure Department-wide coordination and consistency. The program provides a strategic planning framework for the identification and prioritization of new capital and operating transportation projects and programs for implementation at the County and State levels. The program advocates and explains the County's transportation priorities to the Council and State Delegation. This program also includes a liaison role and active participation with local and regional bodies such as WMATA, M-NCPPC, the Metropolitan Washington Council of Governments (COG), the Transportation Planning Board (TPB), and the Maryland Department of Transportation. This program involves active participation in the master planning process in order to advance transportation priorities and ensure the ability to implement proposed initiatives. The development of transportation policy, legislation, and infrastructure financing proposals are included in this program, including administration of the Impact Tax Program, development and negotiation of participation agreements with private developers, and the Development Approval Payment program.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>502,209</b>	<b>3.00</b>
Increase Cost: Purple Line Coordinator starting January 2017	70,000	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.	(99,689)	0.00
<b>FY17 Recommended</b>	<b>472,520</b>	<b>4.00</b>

## Tree Maintenance

The operating budget portion of the Tree Maintenance program provides for emergency tree maintenance services in the public rights-of-way. The program provides priority area-wide emergency tree and stump removal and pruning to ensure the safety of pedestrians and cyclists, minimize damage to property, and provide adequate road clearance and sign, signal, and streetlight visibility for motorists. Starting in FY07, the street tree planting function was transferred to DOT as part of the overall Tree Maintenance program.



FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>4,740,816</b>	<b>17.36</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	53,443	0.01
<b>FY17 Recommended</b>	<b>4,794,259</b>	<b>17.37</b>

## Vacuum Leaf Collection

The Vacuum Leaf Collection program provides two vacuum leaf collections to the residents in the Leaf Vacuuming District during the late fall/winter months. Vacuum leaf collection is an enhanced service which complements homeowner responsibilities related to the collection of the high volume of leaves generated in this part of the County. This program is supported by a separate leaf vacuum collection fee that is charged to property owners in the Leaf Vacuuming District.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>5,417,595</b>	<b>30.83</b>
Increase Cost: Charges from Finance for Collection of Fees	132,571	0.20
Increase Cost: Motor Pool Adjustment	48,697	0.00
Increase Cost: FY17 Compensation Adjustment	44,798	0.00
Increase Cost: Group Insurance Adjustment	19,125	0.00
Increase Cost: Annualization of FY16 Personnel Costs	10,625	0.00
Decrease Cost: Retirement Adjustment	(11,927)	0.00
<b>FY17 Recommended</b>	<b>5,661,484</b>	<b>31.03</b>

## Administration

The Director's Office provides overall leadership for the Department, including policy development, planning, accountability, service integration, customer service, and the formation of partnerships. It also handles administration of the day-to-day operations of the Department, including direct service delivery, budget and fiscal management oversight (capital and operating), training, contract management, logistics and facilities support, human resources management, and information technology. In addition, administration staff coordinates the departmental review of proposed State legislation and provides a liaison between the County and WMATA. The Department consists of five divisions: the Division of Traffic Engineering and Operations, the Division of Parking Management, the Division of Highway Maintenance, the Division of Transportation Planning, and the Division of Transit Services. The Administration program includes efforts of staff from all divisions of the Department.

FY17 Recommended Changes	Expenditures	FTEs
<b>FY16 Approved</b>	<b>3,164,724</b>	<b>18.94</b>
Increase Cost: Project Search Position	27,000	0.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	606,246	0.40
<b>FY17 Recommended</b>	<b>3,797,970</b>	<b>19.84</b>

## Budget Summary

	Actual FY15	Budget FY16	Estimate FY16	REC FY17	%Chg Bud/Rec
<b>COUNTY GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	18,170,153	14,818,211	15,208,396	15,402,629	3.9 %
Employee Benefits	6,537,695	6,389,488	5,929,959	6,213,343	-2.8 %
<b>County General Fund Personnel Costs</b>	<b>24,707,848</b>	<b>21,207,699</b>	<b>21,138,355</b>	<b>21,615,972</b>	<b>1.9 %</b>
Operating Expenses	42,774,814	24,892,136	24,861,271	26,087,767	4.8 %

	Actual FY15	Budget FY16	Estimate FY16	REC FY17	%Chg Bud/Rec
<b>County General Fund Expenditures</b>	<b>67,482,662</b>	<b>46,099,835</b>	<b>45,999,626</b>	<b>47,703,739</b>	<b>3.5 %</b>
<b>PERSONNEL</b>					
Full-Time	449	453	453	454	0.2 %
Part-Time	8	8	8	9	12.5 %
FTEs	243.98	247.98	247.98	251.27	1.3 %
<b>REVENUES</b>					
Federal Grants	963,875	0	0	0	---
Miscellaneous Revenues	7,375	5,000	5,000	143,665	2773.3 %
Motor Pool Charges/Fees	9,135	0	0	0	---
Other Charges/Fees	439,226	440,000	440,000	440,000	---
Other Fines/Forfeitures	5,175	0	0	0	---
Parking Fees	208,446	317,000	210,000	210,000	-33.8 %
Parking Fines	2,414,881	0	0	0	---
Residential Parking Permits	217,874	200,000	35,000	24,000	-88.0 %
State Aid: Highway User	3,368,037	4,125,000	3,719,706	3,742,245	-9.3 %
State Grants	0	0	0	650,000	---
Street Tree Planting	89,250	75,000	75,000	75,000	---
Subdivision Plan Review	302,457	200,000	300,000	300,000	50.0 %
Traffic Signals Maintenance	0	994,000	994,000	994,000	---
<b>County General Fund Revenues</b>	<b>8,025,731</b>	<b>6,356,000</b>	<b>5,778,706</b>	<b>6,578,910</b>	<b>3.5 %</b>
<b>LEAF VACUUMING</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	2,023,759	2,332,201	2,076,870	2,459,627	5.5 %
Employee Benefits	634,486	761,183	575,623	786,417	3.3 %
<b>Leaf Vacuuming Personnel Costs</b>	<b>2,658,245</b>	<b>3,093,384</b>	<b>2,652,493</b>	<b>3,246,044</b>	<b>4.9 %</b>
Operating Expenses	3,201,158	2,324,211	2,765,102	2,415,440	3.9 %
<b>Leaf Vacuuming Expenditures</b>	<b>5,859,403</b>	<b>5,417,595</b>	<b>5,417,595</b>	<b>5,661,484</b>	<b>4.5 %</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	---
Part-Time	0	0	0	0	---
FTEs	30.83	30.83	30.83	31.03	0.6 %
<b>REVENUES</b>					
Investment Income	2,693	8,790	6,090	8,700	-1.0 %
Leaf Vacuum Collection Fees	6,532,082	6,835,000	6,898,902	7,202,921	5.4 %
Other Charges/Fees	11,948	0	0	0	---
Systems Benefit Charge	(11)	0	0	0	---
<b>Leaf Vacuuming Revenues</b>	<b>6,546,712</b>	<b>6,843,790</b>	<b>6,904,992</b>	<b>7,211,621</b>	<b>5.4 %</b>
<b>GRANT FUND - MCG</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	0	10,917	10,917	0	-100.0 %
Employee Benefits	0	4,067	4,067	0	-100.0 %
<b>Grant Fund - MCG Personnel Costs</b>	<b>0</b>	<b>14,984</b>	<b>14,984</b>	<b>0</b>	<b>-100.0 %</b>
Operating Expenses	73,169	0	0	0	---
<b>Grant Fund - MCG Expenditures</b>	<b>73,169</b>	<b>14,984</b>	<b>14,984</b>	<b>0</b>	<b>-100.0 %</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	---
Part-Time	0	0	0	0	---
FTEs	0.19	0.19	0.19	0.00	-100.0 %
<b>REVENUES</b>					
State Grants	73,169	14,984	14,984	0	-100.0 %
<b>Grant Fund - MCG Revenues</b>	<b>73,169</b>	<b>14,984</b>	<b>14,984</b>	<b>0</b>	<b>-100.0 %</b>
<b>DEPARTMENT TOTALS</b>					
<b>Total Expenditures</b>	<b>73,415,234</b>	<b>51,532,414</b>	<b>51,432,205</b>	<b>53,365,223</b>	<b>3.6 %</b>

	Actual FY15	Budget FY16	Estimate FY16	REC FY17	%Chg Bud/Rec
<b>Total Full-Time Positions</b>	<b>449</b>	<b>453</b>	<b>453</b>	<b>454</b>	<b>0.2 %</b>
<b>Total Part-Time Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>12.5 %</b>
<b>Total FTEs</b>	<b>275.00</b>	<b>279.00</b>	<b>279.00</b>	<b>282.30</b>	<b>1.2 %</b>
<b>Total Revenues</b>	<b>14,645,612</b>	<b>13,214,774</b>	<b>12,698,682</b>	<b>13,790,531</b>	<b>4.4 %</b>

## FY17 Recommended Changes

	Expenditures	FTEs
<b>COUNTY GENERAL FUND</b>		
<b>FY16 ORIGINAL APPROPRIATION</b>	<b>46,099,835</b>	<b>247.98</b>
<b><u>Changes (with service impacts)</u></b>		
Enhance: Implement Bridge Load Testing Program [Transportation Design]	300,000	0.00
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: Motor Pool Adjustment	1,029,533	0.00
Increase Cost: FY17 Compensation Adjustment	407,958	0.00
Increase Cost: Bikeshare Operation and Maintenance [Bike Share]	212,304	0.00
Increase Cost: Group Insurance Adjustment	169,697	0.00
Increase Cost: Annualization of FY16 Compensation Increases	82,061	0.00
Increase Cost: Purple Line Coordinator starting January 2017 [Transportation Policy]	70,000	1.00
Increase Cost: Project Search Position [Administration]	27,000	0.50
Increase Cost: Maintenance of Newly Accepted Subdivision Roads [Roadway and Related Maintenance]	24,690	0.00
Increase Cost: Streetlight Relamping and Maintenance [Streetlighting]	17,169	0.00
Increase Cost: Printing and Mail	7,286	0.00
Increase Cost: Uninterrupted Power Supply (UPS) Unit Maintenance [Traffic Management and Operations]	7,150	0.00
Shift: Telecommunications to the Telecommunications Non-Departmental Account	(47,692)	0.00
Decrease Cost: Charge Materials Testing Program to Permitting Services [Transportation Construction]	(80,000)	0.00
Increase Cost: Annualization of FY16 Personnel Costs	(105,556)	1.79
Decrease Cost: Retirement Adjustment	(242,887)	0.00
Decrease Cost: Annualize FY16 Elimination of Airplane Surveillance [Traffic Management and Operations]	(274,809)	0.00
<b>FY17 RECOMMENDED</b>	<b>47,703,739</b>	<b>251.27</b>
<b>LEAF VACUUMING</b>		
<b>FY16 ORIGINAL APPROPRIATION</b>	<b>5,417,595</b>	<b>30.83</b>
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: Charges from Finance for Collection of Fees [Vacuum Leaf Collection]	132,571	0.20
Increase Cost: Motor Pool Adjustment [Vacuum Leaf Collection]	48,697	0.00
Increase Cost: FY17 Compensation Adjustment [Vacuum Leaf Collection]	44,798	0.00
Increase Cost: Group Insurance Adjustment [Vacuum Leaf Collection]	19,125	0.00
Increase Cost: Annualization of FY16 Personnel Costs [Vacuum Leaf Collection]	10,625	0.00
Decrease Cost: Retirement Adjustment [Vacuum Leaf Collection]	(11,927)	0.00
<b>FY17 RECOMMENDED</b>	<b>5,661,484</b>	<b>31.03</b>
<b>GRANT FUND - MCG</b>		
<b>FY16 ORIGINAL APPROPRIATION</b>	<b>14,984</b>	<b>0.19</b>
<b><u>Other Adjustments (with no service impacts)</u></b>		
Decrease Cost: End of Safe Routes to School Grant [Traffic and Pedestrian Safety]	(14,984)	(0.19)
<b>FY17 RECOMMENDED</b>	<b>0</b>	<b>0.00</b>

## Program Summary

Program Name	FY16 APPR		FY17 REC	
	Expenditures	FTEs	Expenditures	FTEs
Automation	463,099	2.85	488,806	2.85
Bike Share	1,596,678	1.00	1,804,566	1.00
Bridge Maintenance	182,140	1.04	179,315	1.04
Transportation Engineering and Management Services	940,926	8.00	970,201	8.00
Parking Outside the Parking Districts	1,072,795	1.60	1,075,708	1.60
Resurfacing	2,114,410	0.00	2,114,410	0.00
Roadway and Related Maintenance	17,331,440	122.74	17,749,192	122.73
Snow Removal/Wind/Rain Storms	3,338,759	24.78	3,342,206	24.78
Streetlighting	579,356	0.50	597,139	0.50
Traffic Planning	384,907	3.60	643,540	5.00
Traffic and Pedestrian Safety	1,820,193	10.40	1,990,381	11.67
Traffic Sign and Marking	2,797,441	13.60	2,749,964	13.03
Traffic Signals & Advanced Transportation Mgmt System	1,932,010	7.12	1,980,154	7.52
Transportation Community Outreach	220,352	1.00	222,293	1.00
Property Acquisition	99,668	0.60	92,816	0.60
Transportation Planning	130,904	0.75	89,044	0.55
Transportation Design	356,049	1.14	732,228	1.54
Transportation Construction	284,810	0.85	205,707	0.85
Traffic Management and Operations	2,061,133	7.30	1,611,320	5.80
Transportation Policy	502,209	3.00	472,520	4.00
Tree Maintenance	4,740,816	17.36	4,794,259	17.37
Vacuum Leaf Collection	5,417,595	30.83	5,661,484	31.03
Administration	3,164,724	18.94	3,797,970	19.84
<b>Total</b>	<b>51,532,414</b>	<b>279.00</b>	<b>53,365,223</b>	<b>282.30</b>

## Charges to Other Departments

Charged Department	Charged Fund	FY16		FY17	
		Total\$	FTEs	Total\$	FTEs
<b>COUNTY GENERAL FUND</b>					
Urban Districts	Bethesda Urban District	25,000	0.00	25,000	0.00
Urban Districts	Silver Spring Urban District	13,000	0.00	13,000	0.00
Urban Districts	Wheaton Urban District	12,900	0.00	12,900	0.00
Transit Services	Mass Transit	188,861	1.00	205,908	1.00
Permitting Services	Permitting Services	0	0.00	200,000	0.75
Environmental Protection	Water Quality Protection	3,646,398	32.29	3,608,861	32.29
Solid Waste Services	Solid Waste Disposal	263,290	2.90	265,964	2.90
CIP	Capital Fund	17,912,489	148.07	15,236,938	147.22
Cable Television Communications Plan	Cable TV	880,196	0.75	880,020	0.75
<b>Total</b>		<b>22,942,134</b>	<b>185.01</b>	<b>20,448,591</b>	<b>184.91</b>

## Future Fiscal Impacts

Title	CE RECOMMENDED (\$000s)					
	FY17	FY18	FY19	FY20	FY21	FY22
<b>COUNTY GENERAL FUND</b>						
<b>EXPENDITURES</b>						
<b>FY17 Recommended</b>	<b>47,704</b>	<b>47,704</b>	<b>47,704</b>	<b>47,704</b>	<b>47,704</b>	<b>47,704</b>
No inflation or compensation change is included in outyear projections.						
<b>Labor Contracts</b>	<b>0</b>	<b>327</b>	<b>327</b>	<b>327</b>	<b>327</b>	<b>327</b>

Title	CE RECOMMENDED (\$000s)					
	FY17	FY18	FY19	FY20	FY21	FY22
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
<b>Subtotal Expenditures</b>	<b>47,704</b>	<b>48,031</b>	<b>48,031</b>	<b>48,031</b>	<b>48,031</b>	<b>48,031</b>

**LEAF VACUUMING**

**EXPENDITURES**

<b>FY17 Recommended</b>	<b>5,661</b>	<b>5,661</b>	<b>5,661</b>	<b>5,661</b>	<b>5,661</b>	<b>5,661</b>
No inflation or compensation change is included in outyear projections.						
<b>Labor Contracts</b>	<b>0</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
<b>Subtotal Expenditures</b>	<b>5,661</b>	<b>5,704</b>	<b>5,704</b>	<b>5,704</b>	<b>5,704</b>	<b>5,704</b>

**FY17-22 PUBLIC SERVICES PROGRAM: FISCAL PLAN**

**Vacuum Leaf Collection**

FISCAL PROJECTIONS	FY16 ESTIMATE	FY17 REC	FY18 PROJECTION	FY19 PROJECTION	FY20 PROJECTION	FY21 PROJECTION	FY22 PROJECTION
<b>ASSUMPTIONS</b>							
Indirect Cost Rate	15.98%	16.45%	16.45%	16.45%	16.45%	16.45%	16.45%
CPI (Fiscal Year)	0.8%	1.8%	2.3%	2.5%	2.7%	2.7%	2.7%
Investment Income Yield	0.4%	0.5%	1.0%	1.5%	2.5%	2.5%	3.0%
Charge per single-family household	\$ 93.00	\$ 97.99	\$ 109.18	\$ 114.11	\$ 115.75	\$ 120.36	\$ 125.91
% of leaves attributed to single-family households	97.2%	97.2%	97.2%	97.2%	97.2%	97.2%	97.2%
% of leaves attributed to multi-family units and townhome	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%
<b>BEGINNING FUND BALANCE</b>	<b>21,740</b>	<b>(37,407)</b>	<b>292,467</b>	<b>309,867</b>	<b>385,967</b>	<b>570,768</b>	<b>614,269</b>
<b>REVENUES</b>							
Charges For Services	6,898,902	7,202,921	8,024,901	8,387,427	8,508,284	8,846,930	9,255,118
Miscellaneous	6,090	8,700	17,400	26,100	34,800	43,500	52,200
<b>Subtotal Revenues</b>	<b>6,904,992</b>	<b>7,211,621</b>	<b>8,042,301</b>	<b>8,413,527</b>	<b>8,543,084</b>	<b>8,890,430</b>	<b>9,307,318</b>
<b>INTERFUND TRANSFERS (Net Non-CIP)</b>							
Transfers To The General Fund	(1,546,544)	(1,220,263)	(1,995,618)	(1,952,160)	(1,636,795)	(1,877,248)	(2,027,412)
Indirect Costs	(494,320)	(532,337)	(553,630)	(577,436)	(603,998)	(631,782)	(660,844)
Transfers To Special Fds: Non-Tax + ISF	(494,320)	(532,337)	(553,630)	(577,436)	(603,998)	(631,782)	(660,844)
To Solid Waste Disposal Fund	(1,052,224)	(687,926)	(1,441,988)	(1,374,724)	(1,032,797)	(1,245,466)	(1,366,568)
	(1,052,224)	(687,926)	(1,441,988)	(1,374,724)	(1,032,797)	(1,245,466)	(1,366,568)
<b>TOTAL RESOURCES</b>	<b>5,380,188</b>	<b>5,953,951</b>	<b>6,339,150</b>	<b>6,771,234</b>	<b>7,292,256</b>	<b>7,583,950</b>	<b>7,894,175</b>
<b>PSP OPER. BUDGET APPROP/ EXP'S.</b>							
Operating Budget	(5,417,595)	(5,661,484)	(5,986,495)	(6,342,479)	(6,678,700)	(6,926,893)	(7,184,918)
Labor Agreement	n/a	0	(42,788)	(42,788)	(42,788)	(42,788)	(42,788)
<b>Subtotal PSP Oper Budget Approp / Exp's</b>	<b>(5,417,595)</b>	<b>(5,661,484)</b>	<b>(6,029,283)</b>	<b>(6,385,267)</b>	<b>(6,721,488)</b>	<b>(6,969,681)</b>	<b>(7,227,706)</b>
<b>TOTAL USE OF RESOURCES</b>	<b>(5,417,595)</b>	<b>(5,661,484)</b>	<b>(6,029,283)</b>	<b>(6,385,267)</b>	<b>(6,721,488)</b>	<b>(6,969,681)</b>	<b>(7,227,706)</b>
<b>YEAR END FUND BALANCE</b>	<b>(37,407)</b>	<b>292,467</b>	<b>309,867</b>	<b>385,967</b>	<b>570,768</b>	<b>614,269</b>	<b>666,469</b>
<b>END-OF-YEAR RESERVES AS A</b>							
<b>PERCENT OF RESOURCES</b>	<b>-0.7%</b>	<b>4.9%</b>	<b>4.9%</b>	<b>5.7%</b>	<b>7.8%</b>	<b>8.1%</b>	<b>8.4%</b>

**Assumptions:**

1. Leaf vacuuming rates are adjusted to achieve cost recovery.
2. The Vacuum Leaf Collection fund balance policy target is \$500,000. In future years, rates will be adjusted annually to fund the approved service program and maintain the appropriate ending balance.