



Maryland-National Capital Park and Planning Commission

RECOMMENDED FY19 BUDGET

\$151,934,854

FULL TIME EQUIVALENTS

1,089.66

MISSION STATEMENT

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

BUDGET OVERVIEW

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

On January 15 each year, M-NCPPC submits to the County Council and the County Executive the M-NCPPC proposed budget for the upcoming fiscal year. That document is a statement of mission and goals, justification of resources requested, description of work items accomplished in the prior fiscal year, and a source of important statistical and historical data. The M-NCPPC proposed budget can be obtained by contacting the M-NCPPC Budget Office at 301.454.1731 or visiting the Commission's website at www.mncppc.org. Summary data only are included in this presentation.

Tax Supported Funds

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

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

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

Non-Tax Supported Funds

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

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

Special Revenue Funds are used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. The budgets are associated with Planning and Parks operations throughout the Commission.

Spending Affordability Guidelines

In February 2018, the Council approved FY19 Spending Affordability Guidelines (SAG) of \$124,700,000 for the tax supported Administration and Park funds of the M-NCPPC, which is a 3.2 percent increase from the \$120,800,000 approved FY18 SAG. For FY19, the Commission has requested \$130,487,762, excluding debt service and retiree health insurance prefunding, \$5,787,762 above the total SAG amount of \$124,700,000.

Commissioners' Office

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

Planning Department

The Planning Department provides information, analysis, recommendations, and other staffing services to the Montgomery County Planning Board, the County Council, the County Executive, other governmental agencies, and the general public. The Department prepares master and sector plans for Planning Board review and approval by the County Council. The Department reviews development applications for conformance with existing laws, regulations, master plans and policies, and presents its recommendations to the Planning Board for action. The Department gathers, analyzes, and reports various data (such as housing, employment, population growth, and other topics of interest) to the County Council, County government, other agencies, the business community, and the public.

Central Administrative Services

The mission of Central Administrative Services (CAS) is to provide quality corporate services in the areas of corporate governance, human resources, finance and budget, legal counsel, information technology, and internal audit. CAS strives to deliver these services with integrity, innovation, responsiveness, and excellent customer service to the Commission, its employees, elected and appointed officials, and the communities served in the bi-county region. The level of services and therefore funding allocation by county is tailored to the agency and the individual department needs. Certain functions are allocated based on labor distribution or a cost driver such as number of employees paid. Some functions, such as the Merit System Board, are funded evenly by both counties.

Department of Parks

The Department of Parks provides recommendations, information, analysis, and services to the Montgomery County Planning Board (which also serve as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. The Department also oversees the acquisition, development, and management of a nationally recognized, award winning park system providing County residents with open space for recreational opportunities and natural resources stewardship. The Department oversees a comprehensive park system of over 36,000 acres in 419 parks of different sizes, types, and functions that feature Stream Valley and Conservation Parks, Regional and Special Parks, Recreational Parks, and Local and Community Parks. The Department serves County residents as the primary provider of open space for recreational opportunities and security and maintenance of the park system.

Debt Service - Park Fund

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

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

The Advance Land Acquisition Debt Service Fund pays principal and interest on the Commission's Advance Land Acquisition bonds. The proceeds of the Advance Land Acquisition bonds support the Advanced Land Acquisition Revolving Fund (ALARF). ALARF activities include the acquisition of land needed for State highways, streets, roads, school sites, and other public uses. The Commission may only purchase land through the ALARF at the request of another government agency, with the approval of the Montgomery County Council.

Enterprise Fund

The Enterprise Fund accounts for various park facilities and services which are entirely supported by user fees. Recreational activities include: ice rinks, indoor tennis, event centers, boating, camping, trains, carousel, mini-golf, driving range, and sports pavilion. Operating profits are reinvested in new or existing public revenue-producing facilities through the operating budget and Capital Improvements Program.

Property Management Fund

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

County Executive Recommendations

The County Executive recommends a FY19 tax supported appropriation of \$126,880,311 for M-NCPPC. This represents an increase of 0.8 percent above the FY18 Approved Budget for tax supported funds, excluding debt service.

Park Fund

The County Executive recommends funding of \$95,912,384, excluding debt service. This recommendation represents an \$810,814 or 0.9 percent increase from the FY18 Approved Budget. The Executive recommends \$6,521,285 for the Park Fund Debt Service budget, an increase of \$1,010,075 or 18.3 percent from the FY18 Approved Budget of \$5,511,210.

The Executive recommends a transfer of \$100,000 from the Cable Fund to the Park Fund for Wifi in the Parks. This sustains the FY18 funding level for this initiative.

The Executive recommends \$3,344,909 in intergovernmental revenues from the Water Quality Protection Fund to support the National Pollutant Discharge Elimination Systems (NPDES) Municipal Separate Storm Sewer Systems (MS4) Phase II Permit mandates and water quality activities. This recommendation fully funds the Park Department's revised funding request and represents an increase of 8.44 percent over the FY18 Approved Budget of \$3,087,641.

Administration Fund

The County Executive recommends funding of \$30,967,927. This represents a \$189,186 or 0.6 percent increase from the FY18 Approved Budget.

The Executive recommends a transfer of \$300,000 to the Special Revenue Fund to cover Development Review costs. The recommended transfer is \$200,000 below the Commission's request. This reduction reflects an agreement reached with M-NCPPC during FY19 budget discussions.

The Executive concurs with the M-NCPPC request for \$391,700 in intergovernmental revenues from the Water Quality Protection Fund to support NPDES MS4 permit and water quality activities.

ALA Debt Service Fund

The County Executive concurs with the M-NCPPC request for funding of \$152,850. This represents a \$2,700 or 1.7 percent decrease from the FY18 Approved Budget of \$155,550.

Enterprise Fund

The County Executive concurs with the M-NCPPC request for funding of \$9,777,775. This represents an \$479,978 or 5.2 percent increase from the FY18 Approved Budget of \$9,297,797.

Property Management Fund

The County Executive concurs with the M-NCPPC request for funding of \$1,532,800. This represents a \$221,700 or 16.9 percent increase from the FY18 Approved Budget of \$1,311,100.

Special Revenue Fund

The County Executive concurs with the M-NCPPC request for funding of \$6,519,833. This represents an \$885,208 or 15.7 percent increase from the FY18 Approved Budget of \$5,634,625.

The Executive concurs with the M-NCPPC request to transfer \$916,700 from the General Fund to cover costs associated with the maintenance of Montgomery County Public Schools' ballfields. This represents an increase of \$26,000 or 2.92 percent from the FY18 Approved Budget of \$890,700. This increase is in addition to the Executive's recommended \$250,000 increase to the FY19 Capital Improvements Program Ballfields Initiative (P008720) using Community Use of Public Facilities funds.

Grant Fund

The County Executive concurs with the M-NCPPC request for funding of \$550,000. This maintains the level of support in the FY18 Approved Budget.

In addition, this agency'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
- ◆ Children Prepared to Live and Learn
- ◆ An Effective and Efficient Transportation Network
- ◆ Healthy and Sustainable Neighborhoods
- ◆ A Responsive, Accountable County Government
- ◆ Safe Streets and Secure Neighborhoods
- ◆ Strong and Vibrant Economy
- ◆ Vital Living for All of Our Residents

PROGRAM CONTACTS

Contact John Kroll of the Maryland-National Capital Park and Planning Commission at 301.454.1731 or Jennifer Nordin of the Office of Management and Budget at 240.777.2779 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY17	Budget FY18	Estimate FY18	Recommended FY19	%Chg Bud/Rec
ADMINISTRATION FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Administration Fund Personnel Costs	0	0	0	0	—
Operating Expenses	27,325,322	30,778,741	30,465,150	30,967,927	0.6 %
Administration Fund Expenditures	27,325,322	30,778,741	30,465,150	30,967,927	0.6 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	182.74	183.59	183.59	186.11	1.4 %
REVENUES					
Intergovernmental	395,208	420,300	420,300	391,700	-6.8 %
Investment Income	106,457	70,000	70,000	100,000	42.9 %
Miscellaneous	6,854	0	0	0	—
Property Tax	27,326,044	28,944,760	28,870,773	27,343,775	-5.5 %

BUDGET SUMMARY

	Actual FY17	Budget FY18	Estimate FY18	Recommended FY19	%Chg Bud/Rec
User Fees	395,509	163,400	163,400	204,200	25.0 %
Administration Fund Revenues	28,230,072	29,598,460	29,524,473	28,039,675	-5.3 %

PARK FUND

EXPENDITURES

Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	88,979,386	95,101,570	93,298,285	95,912,384	0.9 %
Debt Service Other	4,838,893	5,511,210	5,511,210	6,521,285	18.3 %
Park Fund Expenditures	93,818,279	100,612,780	98,809,495	102,433,669	1.8 %

PERSONNEL

Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	706.60	731.30	731.30	737.00	0.8 %

REVENUES

Facility User Fees	2,710,876	2,800,643	2,800,643	2,947,100	5.2 %
Intergovernmental	2,827,413	3,084,641	3,084,641	3,344,909	8.4 %
Investment Income	46,240	5,000	5,000	40,000	700.0 %
Investment Income: CIP	22,169	15,000	15,000	25,000	66.7 %
Miscellaneous	169,097	120,900	120,900	117,100	-3.1 %
Property Tax	88,051,405	93,229,054	92,990,744	92,548,161	-0.7 %
Park Fund Revenues	93,827,200	99,255,238	99,016,928	99,022,270	-0.2 %

ALA DEBT SERVICE FUND

EXPENDITURES

Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
ALA Debt Service Fund Personnel Costs	0	0	0	0	—
Debt Service Other	76,129	155,550	155,550	152,850	-1.7 %
ALA Debt Service Fund Expenditures	76,129	155,550	155,550	152,850	-1.7 %

PERSONNEL

Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.00	0.00	0.00	0.00	—

REVENUES

Property Tax	1,859,162	1,941,740	1,939,077	2,024,928	4.3 %
ALA Debt Service Fund Revenues	1,859,162	1,941,740	1,939,077	2,024,928	4.3 %

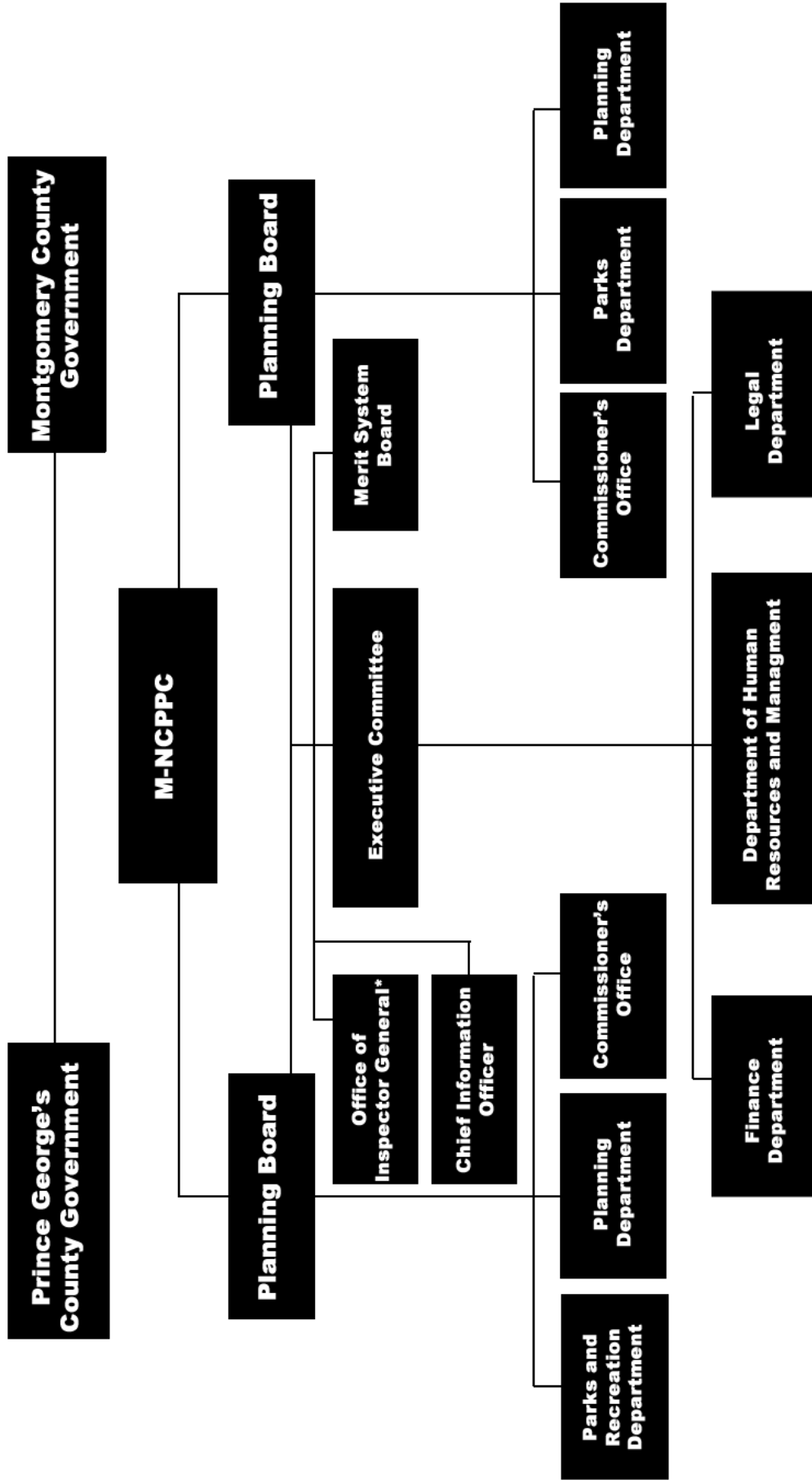
BUDGET SUMMARY

	Actual FY17	Budget FY18	Estimate FY18	Recommended FY19	%Chg Bud/Rec
GRANT FUND MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Grant Fund MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	101,408	550,000	550,000	550,000	—
Grant Fund MNCPPC Expenditures	101,408	550,000	550,000	550,000	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.00	0.00	0.00	0.00	—
REVENUES					
Administration Fund Grants	0	150,000	150,000	150,000	—
Park Fund Grants	101,408	400,000	400,000	400,000	—
Grant Fund MNCPPC Revenues	101,408	550,000	550,000	550,000	—
ENTERPRISE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Enterprise Fund Personnel Costs	0	0	0	0	—
Operating Expenses	8,795,713	9,297,797	9,518,687	9,777,775	5.2 %
Enterprise Fund Expenditures	8,795,713	9,297,797	9,518,687	9,777,775	5.2 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	119.30	126.70	126.70	125.40	-1.0 %
REVENUES					
Fees and Charges	6,171,837	6,643,275	6,228,985	6,337,960	-4.6 %
Merchandise Sales	602,961	698,686	747,100	755,600	8.1 %
Miscellaneous	718,340	0	697,686	711,225	—
Non-Operating Revenues/Interest	108,741	60,000	69,600	110,000	83.3 %
Rentals	3,177,740	3,314,020	3,273,527	3,311,177	-0.1 %
Enterprise Fund Revenues	10,779,619	10,715,981	11,016,898	11,225,962	4.8 %
PROP MGMT MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—

BUDGET SUMMARY

	Actual FY17	Budget FY18	Estimate FY18	Recommended FY19	%Chg Bud/Rec
Prop Mgmt MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	1,267,784	1,311,100	1,287,331	1,532,800	16.9 %
Prop Mgmt MNCPPC Expenditures	1,267,784	1,311,100	1,287,331	1,532,800	16.9 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	7.00	7.00	7.00	7.00	—
REVENUES					
Investment Income	7,632	4,500	4,500	8,000	77.8 %
Miscellaneous	33,053	0	0	0	—
Rental Income	1,250,934	1,306,600	1,282,831	1,424,800	9.0 %
Prop Mgmt MNCPPC Revenues	1,291,619	1,311,100	1,287,331	1,432,800	9.3 %
SPECIAL REVENUE FUNDS					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Special Revenue Funds Personnel Costs	0	0	0	0	—
Operating Expenses	5,352,881	5,634,625	5,535,093	6,519,833	15.7 %
Special Revenue Funds Expenditures	5,352,881	5,634,625	5,535,093	6,519,833	15.7 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	29.55	32.05	32.05	34.15	6.6 %
REVENUES					
Intergovernmental	233,612	145,000	145,000	360,000	148.3 %
Investment Income	29,483	16,500	17,060	28,000	69.7 %
Miscellaneous	274,332	200,800	166,000	149,900	-25.3 %
Service Charges	3,171,408	2,543,770	2,530,851	3,167,430	24.5 %
Special Revenue Funds Revenues	3,708,835	2,906,070	2,858,911	3,705,330	27.5 %
DEPARTMENT TOTALS					
Total Expenditures	136,737,516	148,340,593	146,321,306	151,934,854	2.4 %
Total Full-Time Positions	0	0	0	0	—
Total Part-Time Positions	0	0	0	0	—
Total FTEs	1,045.19	1,080.64	1,080.64	1,089.66	0.8 %
Total Revenues	139,797,915	146,278,589	146,193,618	146,000,965	-0.2 %

Maryland-National Capital Park and Planning Commission



*Office of Inspector General reports to the Audit Committee

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