



Maryland-National Capital Park and Planning Commission

RECOMMENDED FY22 BUDGET

\$168,585,754

FULL TIME EQUIVALENTS

1,129.95

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 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 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 301-454-1740 or visiting the Commission's website at www.mncppc.org. Summary data only are included in this presentation.

Office and Department Overviews

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 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 individual department needs. Certain functions are allocated based on labor distribution or a cost driver such as the number of employees paid. Some functions, such as the Merit System Board, are funded equally by both counties.

Department of Parks

The Department of Parks provides recommendations, information, analysis, and services to the Montgomery County Planning Board (which also serves as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. The Department also oversees 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 421 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.

Fund Information

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 that of the Regional District.

The ALA Debt Service Fund supports the payment of debt service on bonds issued to purchase land for a variety of public purposes. The ALA 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 to 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.

Debt Service - Park Fund

Park Debt Service pays principal and interest in 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 (CIP).

Debt Service - ALA Debt Service and Revolving Fund

The ALA Debt Service Fund pays principal and interest on the Commission's ALA bonds. The proceeds of the ALA bonds support the ALA Revolving Fund (ALARF). ALARF activities include 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 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 CIP.

Property Management Fund

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

FY22 Budget Information

Spending Affordability Guidelines

In February 2021, the Council approved the FY22 Spending Affordability Guidelines (SAG) of \$132,500,000 for the tax-supported Administration and Park Funds of M-NCPPC, which represents a \$1,691,109, or 1.3 percent decrease from the FY21 Approved budget of \$134,191,109, excluding debt service and retiree health insurance prefunding (which are excluded from the SAG calculation). The Commission proposed a FY22 tax-supported budget of \$143,445,199, excluding debt service and retiree health insurance prefunding, \$10,955,199 above the FY22 SAG.

County Executive Recommendations

The County Executive recommends an FY22 tax-supported appropriation, excluding debt service, of \$141,823,989 for M-NCPPC. This represents an increase of \$4,640,487, or 3.4 percent, over the FY21 Approved.

Park Fund

The County Executive recommends funding of \$108,227,117, excluding debt service. This represents an increase of \$3,528,581, or 3.4 percent, over FY21. The Executive concurs with M-NCPPC's request for \$6,801,058 in the Park Fund Debt Service Budget, a decrease of \$364,352, or 5.1 percent, from the FY21 Approved budget.

Administration Fund

The County Executive recommends funding of \$33,596,872. This represents an increase of \$1,111,906, or 3.4 percent, over FY21 Approved. The County Executive additionally concurs with M-NCPPC's transfer of \$500,000 from the Administration Fund to the Document Review Special Revenue Fund.

ALA Debt Service Fund

The County Executive concurs with the M-NCPPC request for funding of \$135,050. This represents a decrease of \$7,550, or 5.3 percent.

Enterprise Fund

The County Executive concurs with the M-NCPPC request for funding of \$10,565,938. This represents a \$16,829, or 0.2 percent, increase from the FY21 Approved budget.

Property Management Fund

The County Executive concurs with the M-NCPPC request for funding of \$1,657,600. This represents a \$80,929, or 5.1 percent, increase from the FY21 Approved budget.

Special Revenue Fund

The County Executive concurs with the M-NCPPC request for funding of \$7,052,119. This represents a \$300,310, or 4.1 percent, decrease from the FY21 Approved budget.

The County Executive concurs with the M-NCPPC request to transfer \$1,736,523 from the General Fund to cover costs associated with the maintenance of Montgomery County Public Schools' ballfields. This represents an increase of \$131,403, or 8.2 percent, from the FY21 Approved budget, reflecting additional ballfields that will be maintained.

The County Executive additionally concurs with the M-NCPPC request to transfer of \$500,000 from the Administration Fund to the Document Review Special Revenue Fund.

Although the County Executive typically recommends M-NCPPC's requested use of Community Use of Public Facilities (CUPF) funds for the Ballfields Initiative (P008720) project in in the County's CIP, a shortfall of CUPF revenue led the recommendation of using G.O. Bonds in its place for FY22.

Grant Fund

The County Executive concurs with the M-NCPPC request for funding of \$550,000. This maintains the level of support in the FY21 Approved budget.

In addition, this agency's CIP requires Current Revenue funding.

COUNTY PRIORITY OUTCOMES

While this program area supports all seven of the County Executive's Priority Outcomes, the following are emphasized:

- ◆ Thriving Youth and Families
- ◆ A Growing Economy
- ◆ A Greener County
- ◆ Easier Commutes
- ◆ An Affordable, Welcoming County for a Lifetime
- ◆ Safe Neighborhoods
- ◆ Effective, Sustainable Government

PROGRAM CONTACTS

Contact John Kroll of the Maryland-National Capital Park and Planning Commission at 301.454.1731 or Richard H. Harris of the Office of Management and Budget at 240.777.2795 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Recommended FY22	%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	32,313,578	32,484,966	30,634,016	33,596,872	3.4 %
Administration Fund Expenditures	32,313,578	32,484,966	30,634,016	33,596,872	3.4 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	185.76	187.39	187.39	191.10	2.0 %
REVENUES					
Intergovernmental	740,500	415,600	415,600	415,600	—
Investment Income	236,700	100,000	13,810	100,000	—
Miscellaneous	21,250	0	0	0	—
Property Tax	29,603,191	31,512,507	31,417,401	31,628,826	0.4 %
User Fees	485,405	204,700	204,700	204,700	—
Administration Fund Revenues	31,087,046	32,232,807	32,051,511	32,349,126	0.4 %

PARK FUND

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Recommended FY22	%Chg Bud/Rec
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	96,543,631	104,698,536	99,965,022	108,227,117	3.4 %
Debt Service Other	6,209,906	7,165,410	6,268,660	6,801,058	-5.1 %
Park Fund Expenditures	102,753,537	111,863,946	106,233,682	115,028,175	2.8 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	756.00	758.70	758.70	772.50	1.8 %
REVENUES					
Facility User Fees	1,595,887	3,233,793	3,233,793	3,240,547	0.2 %
Intergovernmental	3,422,473	3,585,896	3,585,896	3,665,414	2.2 %
Investment Income	261,815	100,000	7,370	25,000	-75.0 %
Investment Income: CIP	126,431	25,000	15,270	40,000	60.0 %
Miscellaneous	86,514	102,100	102,100	75,000	-26.5 %
Property Tax	97,525,522	107,429,001	107,104,778	102,242,019	-4.8 %
Park Fund Revenues	103,018,642	114,475,790	114,049,207	109,287,980	-4.5 %

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	143,700	142,600	142,600	135,050	-5.3 %
ALA Debt Service Fund Expenditures	143,700	142,600	142,600	135,050	-5.3 %
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	2,013,927	2,068,181	2,063,051	2,125,166	2.8 %
ALA Debt Service Fund Revenues	2,013,927	2,068,181	2,063,051	2,125,166	2.8 %

GRANT FUND MNCPPC

EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—

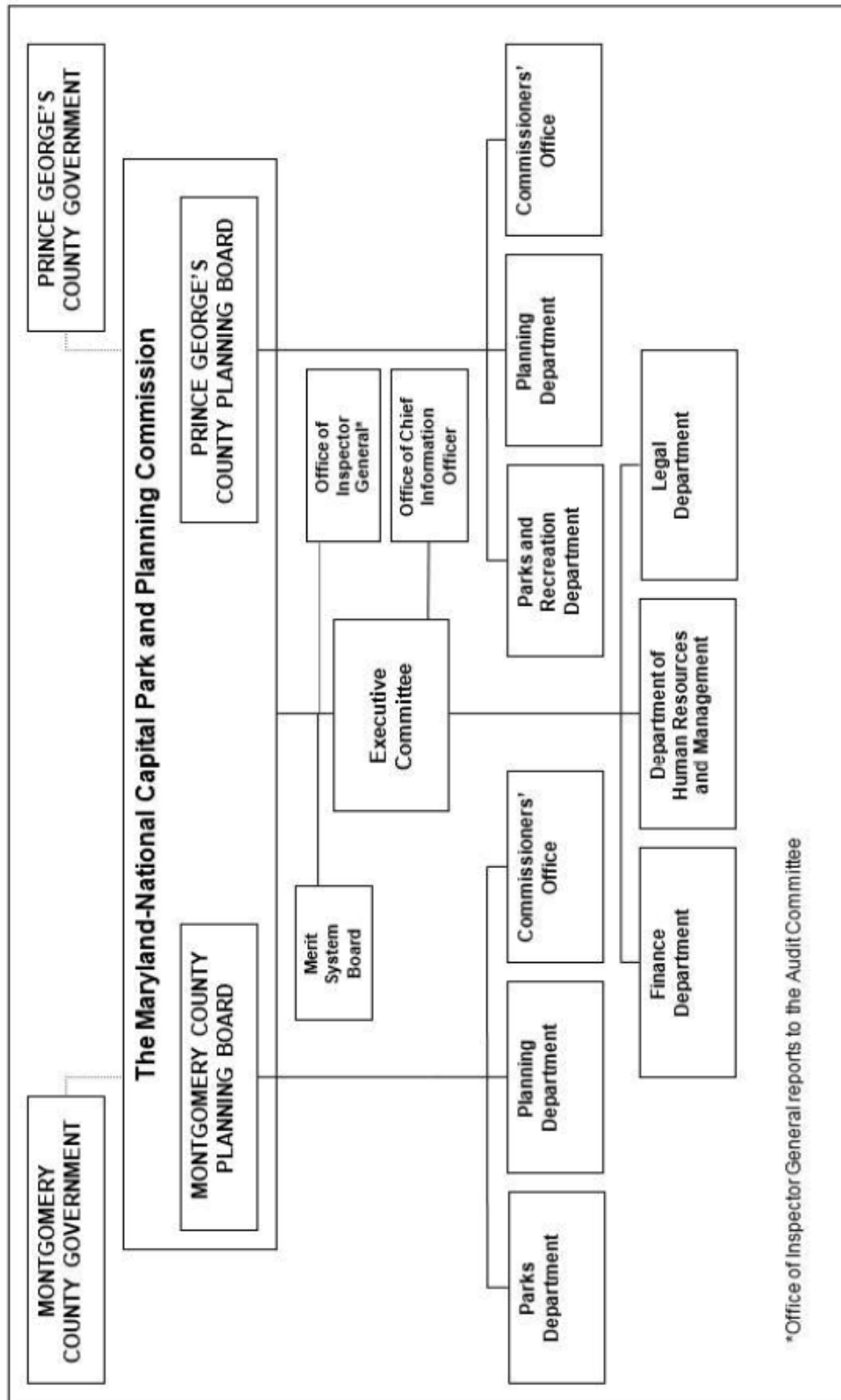
BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Recommended FY22	%Chg Bud/Rec
Grant Fund MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	282,630	550,000	550,000	550,000	—
Grant Fund MNCPPC Expenditures	282,630	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	12,670	150,000	150,000	150,000	—
Park Fund Grants	269,960	400,000	400,000	400,000	—
Grant Fund MNCPPC Revenues	282,630	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	8,603,648	10,549,109	7,412,906	10,565,938	0.2 %
Enterprise Fund Expenditures	8,603,648	10,549,109	7,412,906	10,565,938	0.2 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	120.70	121.80	121.80	121.30	-0.4 %
REVENUES					
Fees and Charges	5,718,383	7,015,600	3,861,200	7,016,889	—
Intergovernmental	15,513	0	0	0	—
Merchandise Sales	606,247	886,500	394,937	885,700	-0.1 %
Miscellaneous	(2,836)	777,241	801,754	773,461	-0.5 %
Non-Operating Revenues/Interest	361,372	393,000	289,900	300,000	-23.7 %
Rentals	2,690,239	3,535,795	2,232,820	3,612,014	2.2 %
Enterprise Fund Revenues	9,388,918	12,608,136	7,580,611	12,588,064	-0.2 %
PROP MGMT MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Prop Mgmt MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	1,562,170	1,576,671	1,576,671	1,657,600	5.1 %
Prop Mgmt MNCPPC Expenditures	1,562,170	1,576,671	1,576,671	1,657,600	5.1 %

BUDGET SUMMARY

	Actual FY20	Budget FY21	Estimate FY21	Recommended FY22	%Chg Bud/Rec
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	5.80	5.80	5.80	5.80	—
REVENUES					
Investment Income	20,100	25,000	1,170	8,000	-68.0 %
Miscellaneous	4,500	0	0	0	—
Other Intergovernmental	375	0	0	0	—
Rental Income	1,387,725	1,561,500	1,541,085	1,647,600	5.5 %
Prop Mgmt MNCPPC Revenues	1,412,700	1,586,500	1,542,255	1,655,600	4.4 %
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	6,334,676	7,352,429	6,459,797	7,052,119	-4.1 %
Special Revenue Funds Expenditures	6,334,676	7,352,429	6,459,797	7,052,119	-4.1 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	34.15	38.25	38.25	39.25	2.6 %
REVENUES					
Intergovernmental	266,426	510,750	165,850	205,850	-59.7 %
Investment Income	118,353	110,000	6,900	28,000	-74.5 %
Miscellaneous	288,136	283,000	228,500	268,500	-5.1 %
Service Charges	2,658,486	3,285,260	2,391,821	3,160,920	-3.8 %
Special Revenue Funds Revenues	3,331,401	4,189,010	2,793,071	3,663,270	-12.6 %
DEPARTMENT TOTALS					
Total Expenditures	151,993,939	164,519,721	153,009,672	168,585,754	2.5 %
Total Full-Time Positions	0	0	0	0	—
Total Part-Time Positions	0	0	0	0	—
Total FTEs	1,102.41	1,111.94	1,111.94	1,129.95	1.6 %
Total Revenues	150,535,264	167,710,424	160,629,706	162,219,206	-3.3 %

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION



*Office of Inspector General reports to the Audit Committee

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