



Maryland-National Capital Park and Planning Commission

RECOMMENDED FY23 BUDGET

\$180,660,646

FULL TIME EQUIVALENTS

1,134.38

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 (CAS)

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 are 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.

FY23 Budget Information

Spending Affordability Guidelines

In January 2022, the Council approved the FY23 Spending Affordability Guidelines (SAG) of \$146,200,000 for the tax-supported Administration and Park Funds of M-NCPPC, which represents a \$5,116,476, a 3.6 percent decrease from the FY22 Approved budget of \$141,083,524, excluding debt service and retiree health insurance prefunding (which are excluded from the SAG calculation). The Commission proposed a FY23 tax-supported budget of \$151,644,352, excluding debt service and retiree health insurance prefunding, \$5,444,352 above the FY23 SAG.

County Executive Recommendations

The County Executive recommends a FY23 tax-supported appropriation, excluding debt service, of \$153,095,170 for M-NCPPC. This represents an increase of \$9,343,837, or 6.5 percent, over the FY22 Approved.

Park Fund

The County Executive recommends funding of \$116,829,432, excluding debt service. This represents an increase of \$7,130,435, or 6.5 percent, over FY22. The Executive concurs with M-NCPPC's request for \$7,202,008 in the Park Fund Debt Service Budget, an increase of \$871,950, or 13.8 percent, from the FY22 Approved budget. Additionally, the Executive concurs with the M-NCPPC requested transfer of \$100,000 from the Cable Fund to support the Department of Parks Connected Parks initiative.

Administration Fund

The County Executive recommends funding of \$36,265,738. This represents an increase of \$2,213,402, or 6.5 percent, over FY22 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 \$132,550. This represents a decrease of \$2,500, or 1.9 percent.

Enterprise Fund

The County Executive concurs with the M-NCPPC request for funding of \$10,613,078. This represents a \$47,140, or 0.4 percent, increase from the FY22 Approved budget.

Property Management Fund

The County Executive concurs with the M-NCPPC request for funding of \$1,737,800. This represents a \$80,200, or 4.8 percent, increase from the FY22 Approved budget.

Special Revenue Fund

The County Executive concurs with the M-NCPPC request for funding of \$7,330,040. This represents a \$277,921, or 3.9 percent, increase from the FY22 Approved budget.

The County Executive concurs with the M-NCPPC request to transfer \$1,803,300 from the General Fund to cover costs associated with the maintenance of Montgomery County Public Schools' ballfields. This represents an increase of \$66,777, or 3.8 percent, from the FY22 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.

Grant Fund

The County Executive concurs with the M-NCPPC request for funding of \$550,000. This maintains the level of support in the FY22 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:

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

PROGRAM CONTACTS

Contact John Kroll of the Maryland-National Capital Park and Planning Commission at 301.454.1731 or Shantee Jackson of the Office of Management and Budget at 240.777.2751 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY21	Budget FY22	Estimate FY22	Recommended FY23	%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	30,611,157	34,052,336	34,052,336	36,265,738	6.5 %
Administration Fund Expenditures	30,611,157	34,052,336	34,052,336	36,265,738	6.5 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	187.39	191.10	191.10	190.48	-0.3 %
REVENUES					
Intergovernmental	506,481	415,600	415,600	428,100	3.0 %
Investment Income	8,285	100,000	100,000	10,000	-90.0 %
Miscellaneous	(2,639)	0	0	0	—
Property Tax	31,696,373	31,996,604	32,289,038	35,746,227	11.7 %
User Fees	250,274	204,700	204,700	204,700	—
Administration Fund Revenues	32,458,774	32,716,904	33,009,338	36,389,027	11.2 %
PARK FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—

BUDGET SUMMARY

	Actual FY21	Budget FY22	Estimate FY22	Recommended FY23	%Chg Bud/Rec
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	99,844,387	109,698,997	109,698,997	116,829,432	6.5 %
Debt Service Other	5,935,523	6,330,058	6,330,058	7,202,008	13.8 %
Park Fund Expenditures	105,779,910	116,029,055	116,029,055	124,031,440	6.9 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	758.70	766.80	766.80	779.20	1.6 %
REVENUES					
Facility User Fees	2,105,612	3,240,547	3,240,547	3,163,663	-2.4 %
Intergovernmental	4,155,244	3,665,414	3,665,414	3,897,355	6.3 %
Investment Income	(67,202)	25,000	100,000	5,000	-80.0 %
Investment Income: CIP	7,816	40,000	25,000	10,000	-75.0 %
Miscellaneous	43,548	75,000	75,000	55,500	-26.0 %
Property Tax	108,032,360	102,242,019	103,176,465	115,604,819	13.1 %
Park Fund Revenues	114,277,378	109,287,980	110,282,426	122,736,337	12.3 %

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	141,100	135,050	135,050	132,550	-1.9 %
ALA Debt Service Fund Expenditures	141,100	135,050	135,050	132,550	-1.9 %
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	2,085,302	2,125,166	2,144,894	2,197,763	3.4 %
ALA Debt Service Fund Revenues	2,085,302	2,125,166	2,144,894	2,197,763	3.4 %

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	140,809	550,000	550,000	550,000	—

BUDGET SUMMARY

	Actual FY21	Budget FY22	Estimate FY22	Recommended FY23	%Chg Bud/Rec
Grant Fund MNCPPC Expenditures	140,809	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	2,715	150,000	150,000	150,000	—
Park Fund Grants	138,094	400,000	400,000	400,000	—
Grant Fund MNCPPC Revenues	140,809	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	7,424,359	10,565,938	9,476,560	10,613,078	0.5 %
Enterprise Fund Expenditures	7,424,359	10,565,938	9,476,560	10,613,078	0.4 %
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	121.80	121.30	121.30	121.10	-0.2 %
REVENUES					
Fees and Charges	4,672,559	7,016,889	6,451,931	7,165,394	2.1 %
Intergovernmental	175,470	0	0	0	—
Merchandise Sales	334,316	885,700	672,400	870,750	-1.7 %
Miscellaneous	25,203	773,461	800,566	800,496	3.5 %
Non-Operating Revenues/Interest	13,303	300,000	14,000	15,000	-95.0 %
Rentals	1,671,549	3,612,014	3,403,065	3,692,046	2.2 %
Enterprise Fund Revenues	6,892,400	12,588,064	11,341,962	12,543,686	-0.4 %
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	1,439,815	1,657,600	1,657,600	1,737,800	4.8 %
Prop Mgmt MNCPPC Expenditures	1,439,815	1,657,600	1,657,600	1,737,800	4.8 %
PERSONNEL					
Full-Time	0	0	0	0	—

BUDGET SUMMARY

	Actual FY21	Budget FY22	Estimate FY22	Recommended FY23	%Chg Bud/Rec
Part-Time	0	0	0	0	—
FTEs	5.80	5.80	5.80	5.80	—
REVENUES					
Investment Income	743	8,000	10,000	1,000	-87.5 %
Other Intergovernmental	125	0	0	0	—
Rental Income	1,502,908	1,647,600	1,647,600	1,736,800	5.4 %
Prop Mgmt MNCPPC Revenues	1,503,776	1,655,600	1,657,600	1,737,800	5.0 %

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	5,933,657	7,052,119	6,805,394	7,330,040	3.9 %
Special Revenue Funds Expenditures	5,933,657	7,052,119	6,805,394	7,330,040	3.9 %

PERSONNEL

Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	38.25	38.25	38.25	37.80	-1.2 %

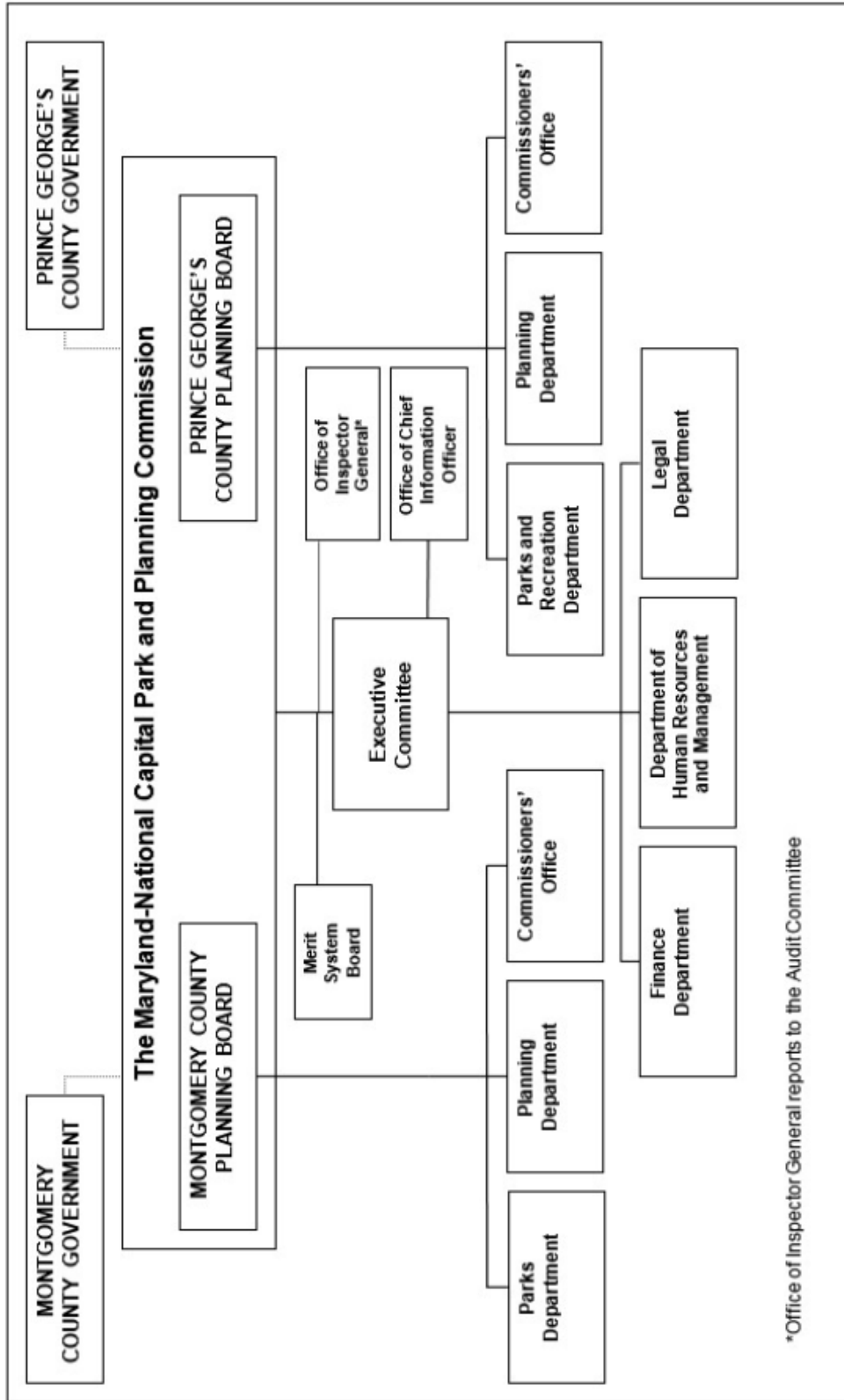
REVENUES

Intergovernmental	127,596	205,850	304,000	229,960	11.7 %
Investment Income	4,497	28,000	3,707	3,400	-87.9 %
Miscellaneous	205,253	268,500	265,678	325,407	21.2 %
Service Charges	2,904,040	3,160,920	2,905,339	3,244,989	2.7 %
Special Revenue Funds Revenues	3,241,386	3,663,270	3,478,724	3,803,756	3.8 %

DEPARTMENT TOTALS

Total Expenditures	151,470,807	170,042,098	168,705,995	180,660,646	6.2 %
Total Full-Time Positions	0	0	0	0	—
Total Part-Time Positions	0	0	0	0	—
Total FTEs	1,111.94	1,123.25	1,123.25	1,134.38	1.0 %
Total Revenues	160,599,825	162,586,984	162,464,944	179,958,369	10.7 %

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION



*Office of Inspector General reports to the Audit Committee

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