
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 FY13 Operating Budget for the Department of Transportation is \$44,288,938, an increase of \$2,921,478 or 7.1 percent from the FY12 Approved Budget of \$41,367,460. Personnel Costs comprise 49.6 percent of the budget for 441 full-time positions and eight part-time positions for 257.69 FTEs. Operating Expenses account for the remaining 50.4 percent of the FY13 budget.

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:

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

DEPARTMENT PERFORMANCE MEASURES

Performance measures for this department are included below, with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY12 estimates reflect funding based on the FY12 approved budget. The FY13 and FY14 figures are performance targets based on the FY13 recommended budget and funding for comparable service levels in FY14.

ACCOMPLISHMENTS AND INITIATIVES

- ❖ ***The tree maintenance program removed 1,466 dead trees; planted 347 street trees; and pruned 328 trees.***
- ❖ ***Under the residential resurfacing program slurry seal method was used on 17 lane miles of the following neighborhoods: Democracy Boulevard, Observation Drive, Potomac Falls subdivision, and Shakespeare Road.***
- ❖ ***Pedestrian Safety***
According to 2011 Pedestrian Collision Data for the first half of the calendar year, there was a 15 percent decline in pedestrian collisions and a continued decline in the severity of pedestrian collisions in 2011 compared with the previous year.
Projects and programs related to pedestrian safety continued to progress through the FY12. These efforts will continue in FY13. Much of the administration and project development of long-term pedestrian safety projects, including coordination with the Maryland State Highway Administration, is well underway. The Department of Transportation has also continued to design and construct pedestrian safety improvements of various scale in high incidence areas (HIA's) on County-maintained roadway.

- ❖ **As of March 2012, 126 of the total 791 traffic signals had been outfitted with Uninterruptible Power Supplies/Battery Back-Up (UPS/BBU). This includes 101 County owned and 25 State owned signals.**
- ❖ **As of March 2012, a total of 773 signals had been successfully converted to the new system (98 percent of the total) for the Traffic Signal System Modernization project.**
- ❖ **A significant amount of construction has been completed in the CIP in FY11 and the first six months of FY12, including: the Woodfield Road Extended, Father Hurley Blvd Extended, Clarksburg Road Bridge, Watkins Mill Road Extended, and Cedar Lane Bridge stand alone projects; 2.63 miles of sidewalk completed under the Annual Sidewalk Program; .64 miles of non-compliant sidewalk and ramp construction under the ADA Program; and 22 Drainage Assistance spot improvements.**
- ❖ **Productivity Improvements**
 - **Enhanced Infrastructure Maintenance initiative in FY13 to include residential resurfacing, crosswalks, patching, and sign and marking materials to address deferred maintenance and improve pedestrian safety.**
 - **Continued to coordinate the relocation of utility infrastructure that conflicts with proposed roadway improvements in advance of construction, thereby mitigating potential construction delays associated with untimely relocation by utility owners.**
 - **Within the last year, the Transportation Construction Section has continued ongoing measures to enhance performance. These include: Continued requirements for Critical Path Method (CPM) scheduling by contractors in monthly project reports to enable efficient review of contractor progress, allow early identification of potential delays, and enhance the ability to develop recovery schedules in the event of slippage.**
 - **Gain-sharing Program: the Division of Traffic Engineering had two teams working on productivity improvement concepts during FY11 and FY12. One team developed a concept by which the County can get reimbursed for traffic accidents that result in damage to traffic signals and associated equipment (i.e., poles, cabinets). The other team developed a concept for selling scrap metal.**

PROGRAM CONTACTS

Contact William Selby of the Department of Transportation at 240.777.7180 or Adam Damin of the Office of Management and Budget at 240.777.2794 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 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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	429,880	2.90
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	21,305	0.00
FY13 CE Recommended	451,185	2.90

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	177,740	1.30
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	6,102	-0.30
FY13 CE Recommended	183,842	1.00

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	404,300	2.80
Decrease Cost: Turn Over Savings- Directors Office Management Positions	-100,235	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	10,751	0.20
FY13 CE Recommended	314,816	3.00

Noise Abatement Districts

The Bradley and Cabin John Noise Abatement Special Taxation Districts were created in 1991 to levy a tax to defray certain ineligible State costs associated with the construction of noise barriers along the Capital Beltway that will benefit the properties in the districts. Proceeds of the tax are used to reimburse the County for debt service related to the general obligation bond proceeds which were initially used to finance the construction. The program also involves evaluation and negotiations with new communities that desire to explore their eligibility for establishment of new Noise Abatement Districts and coordination with the State Highway Administration.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	0	0.00
FY13 CE Recommended	0	0.00

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	905,080	1.50
Add: Paid Parking Outside the Parking Districts	32,172	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	9,684	0.10
FY13 CE Recommended	946,936	1.60

Resurfacing

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

Program Performance Measures	Actual FY10	Actual FY11	Estimated FY12	Target FY13	Target FY14
Percentage of annual requirement for residential resurfacing funded ¹	71%	64%	44%	50%	63%
Percent of primary/arterial road quality rated fair or better	62%	67%	64%	69%	73%
Percent of rural/residential road quality rated fair or better	40%	41%	44%	48%	52%

¹ Based upon the Pavement Management System, the percentages shown above are based on funding needs to maintain the current Pavement Condition Index (PCI).

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	939,410	0.00
Enhance: Highway User Revenue Increase- Residential Resurfacing (Slurry Seal)	850,000	0.00
FY13 CE Recommended	1,789,410	0.00

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	15,002,370	97.30
Enhance: Highway User Revenue Increase- Roadway Patching Program	250,000	0.00
Increase Cost: Operating Budget Impact from Roads CIP	98,750	0.00
Increase Cost: Newly Accepted Subdivision Roads	15,440	0.00
Shift: Storm Drain Costs to Water Quality Protection Fund	-327,451	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	951,223	13.95
FY13 CE Recommended	15,990,332	111.25

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	3,115,010	23.80
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	156,978	-0.10
FY13 CE Recommended	3,271,988	23.70

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	527,700	0.90
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	-13,170	-0.40
FY13 CE Recommended	514,530	0.50

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	358,980	2.90
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	-3,492	-0.10
FY13 CE Recommended	355,488	2.80

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 FY10	Actual FY11	Estimated FY12	Target FY13	Target FY14
Average number of days to respond to requests for traffic studies ¹	43	49	55	61	67
Number of traffic studies pending	210	225	240	255	270

¹ Reflects reduction in consultant services.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	1,139,380	6.80
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	400,837	4.60
FY13 CE Recommended	1,540,217	11.40

Traffic Sign & Marking

This program includes conducting engineering investigations of citizen complaints about traffic signs, street name signs, pavement markings (centerlines, 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. The 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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	1,915,080	13.10
Enhance: Highway User Revenue Increase- Sign and Marking Materials	243,900	0.00
Enhance: Highway User Revenue Increase- Crosswalks	200,000	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	-418,757	-1.80
FY13 CE Recommended	1,940,223	11.30

Traffic Signals & Advanced Transportation Mgmt. Syst.

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 program also includes provision of testimony for the County in court cases involving traffic signals.

Program Performance Measures	Actual FY10	Actual FY11	Estimated FY12	Target FY13	Target FY14
The backlog of signalized intersections with a malfunctioning sensor ¹	81	74	112	172	210

¹ Assumes no funding in FY 13. Funding resumes in FY 14.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	2,388,890	10.30
Reduce: Signal Maintenance	-45,000	0.00
Reduce: Pedestrian Signal Re-timing Initiative	-56,195	0.00
Eliminate: Loop Detectors	-152,300	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	-216,472	-3.90
FY13 CE Recommended	1,918,923	6.40

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	192,930	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	14,466	0.00
FY13 CE Recommended	207,396	1.00

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	87,050	0.60
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	5,623	0.00
FY13 CE Recommended	92,673	0.60

Transportation Planning and 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 FY10	Actual FY11	Estimated FY12	Target FY13	Target FY14
Linear feet of sidewalk construction completed (000) ¹	40	31	34	34	34
Percentage of customers satisfied with new capital projects ²	92.0	90.0	90.0	90.0	90.0

¹ Sidewalk Construction is funded by CIP.

² Outreach is for CIP projects.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	423,130	1.90
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	7,309	0.00
FY13 CE Recommended	430,439	1.90

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 FY10	Actual FY11	Estimated FY12	Target FY13	Target FY14
Transportation Capital Improvement Projects completed within 10% of the cost estimate in the original Project Description Form	85	75	75	75	75
Transportation Capital Improvement Projects completed within 3 months of projected timeline on Project Description Form	50	75	75	75	75

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	237,400	0.80
Add: Materials Testing	20,000	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	10,778	0.00
FY13 CE Recommended	268,178	0.80

Transportation Management and Operations

This 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, the aerial surveillance sub-program, and multi-agency incident management response and special event traffic management. This program also provides hardware and software support for the TMC's computer and network infrastructure, and investigation of citizen complaints about traffic signal timing, synchronization and optimization.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	864,130	4.30
Add: Traffic Signal System Modernization and UPS Unit Maintenance	45,000	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. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	452,689	3.60
FY13 CE Recommended	1,361,819	7.90

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	399,040	2.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	41,154	0.00
FY13 CE Recommended	440,194	2.50

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. The Department of Environmental Protection will continue to identify priority tree planting areas.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	3,452,340	13.30
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	73,404	-1.70
FY13 CE Recommended	3,525,744	11.60

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	5,272,920	50.30
Increase Cost: Contractual Services Leafing	994,310	0.00
Increase Cost: Overtime	428,000	0.00
Decrease Cost: Assigned Motor Pool	-621,120	0.00
Decrease Cost: Seasonal Temps positions	-801,574	-8.46
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	171,969	-8.30
FY13 CE Recommended	5,444,505	33.54

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.

FY13 Recommended Changes	Expenditures	FTEs
FY12 Approved	3,134,700	19.80
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs. Other large variances are related to the transition from the previous mainframe budgeting system to Hyperion.	165,400	2.20
FY13 CE Recommended	3,300,100	22.00

BUDGET SUMMARY

	Actual FY11	Budget FY12	Estimated FY12	Recommended FY13	% Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	19,602,810	12,512,330	12,358,605	12,931,769	3.4%
Employee Benefits	7,048,733	5,073,530	5,715,903	6,019,668	18.6%
County General Fund Personnel Costs	26,651,543	17,585,860	18,074,508	18,951,437	7.8%
Operating Expenses	27,402,132	18,473,170	19,218,305	19,857,486	7.5%
Capital Outlay	0	0	0	0	—
County General Fund Expenditures	54,053,675	36,059,030	37,292,813	38,808,923	7.6%
PERSONNEL					
Full-Time	450	441	441	441	—
Part-Time	7	8	8	8	—
FTEs	252.20	207.30	207.30	223.65	7.9%
REVENUES					
Federal Grants	740,400	0	0	0	—
Miscellaneous Revenues	56,996	0	0	0	—
Motor Pool Charges/Fees	4,176	0	0	0	—
Parking Fees	63,994	155,000	123,000	123,000	-20.6%
Parking Fines	1,175,239	0	0	0	—
Residential Parking Permits	438,012	185,000	185,000	185,000	—
State Aid: Highway User	2,352,970	1,718,300	1,795,596	3,323,900	93.4%
Subdivision Plan Review	214,615	150,000	315,000	225,000	50.0%
Traffic Signals Maintenance	0	994,000	994,000	994,000	—
Other Fines/Forfeitures	20,391	0	0	0	—
County General Fund Revenues	5,066,793	3,202,300	3,412,596	4,850,900	51.5%
BRADLEY NOISE ABATEMENT					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Bradley Noise Abatement Personnel Costs	0	0	0	0	—
Operating Expenses	0	0	0	0	—
Capital Outlay	0	0	0	0	—
Bradley Noise Abatement Expenditures	0	0	0	0	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.00	0.00	0.00	0.00	—
REVENUES					
Investment Income	6	0	0	0	—
Property Tax	33,049	30,220	30,450	0	—
Bradley Noise Abatement Revenues	33,055	30,220	30,450	0	—
CABIN JOHN NOISE ABATEMENT					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Cabin John Noise Abatement Personnel Costs	0	0	0	0	—
Operating Expenses	0	0	0	0	—
Capital Outlay	0	0	0	0	—
Cabin John Noise Abatement Expenditures	0	0	0	0	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.00	0.00	0.00	0.00	—
REVENUES					
Investment Income	1	0	0	0	—
Property Tax	9,025	8,560	8,640	1,050	-87.7%
Cabin John Noise Abatement Revenues	9,026	8,560	8,640	1,050	-87.7%
GRANT FUND MCG					
EXPENDITURES					
Salaries and Wages	47,440	26,000	26,000	23,825	-8.4%
Employee Benefits	12,613	9,510	9,510	11,685	22.9%
Grant Fund MCG Personnel Costs	60,053	35,510	35,510	35,510	—
Operating Expenses	0	0	0	0	—

	Actual FY11	Budget FY12	Estimated FY12	Recommended FY13	% Chg Bud/Rec
Capital Outlay	0	0	0	0	—
Grant Fund MCG Expenditures	60,053	35,510	35,510	35,510	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.70	0.50	0.50	0.50	—
REVENUES					
State Grants	60,053	35,510	35,510	35,510	—
Grant Fund MCG Revenues	60,053	35,510	35,510	35,510	—
VACUUM LEAF COLLECTION					
EXPENDITURES					
Salaries and Wages	2,200,857	2,656,660	1,196,294	2,087,479	-21.4%
Employee Benefits	518,811	765,240	305,445	881,706	15.2%
Vacuum Leaf Collection Personnel Costs	2,719,668	3,421,900	1,501,739	2,969,185	-13.2%
Operating Expenses	1,845,508	1,851,020	3,659,950	2,475,320	33.7%
Capital Outlay	0	0	0	0	—
Vacuum Leaf Collection Expenditures	4,565,176	5,272,920	5,161,689	5,444,505	3.3%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	50.30	50.30	50.30	33.54	-33.3%
REVENUES					
Investment Income	664	4,000	4,000	4,000	—
Leaf Vacuum Collection Fees	6,531,237	6,530,750	6,530,750	6,545,529	0.2%
Systems Benefit Charge	-11	0	0	0	—
Other Charges/Fees	13,321	0	0	0	—
Vacuum Leaf Collection Revenues	6,545,211	6,534,750	6,534,750	6,549,529	0.2%
DEPARTMENT TOTALS					
Total Expenditures	58,678,904	41,367,460	42,490,012	44,288,938	7.1%
Total Full-Time Positions	450	441	441	441	—
Total Part-Time Positions	7	8	8	8	—
Total FTEs	303.20	258.10	258.10	257.69	-0.2%
Total Revenues	11,714,138	9,811,340	10,021,946	11,436,989	16.6%

FY13 RECOMMENDED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
FY12 ORIGINAL APPROPRIATION	36,059,030	207.30
Changes (with service impacts)		
Enhance: Highway User Revenue Increase- Residential Resurfacing (Slurry Seal) [Resurfacing]	850,000	0.00
Enhance: Highway User Revenue Increase- Roadway Patching Program [Roadway and Related Maintenance]	250,000	0.00
Enhance: Highway User Revenue Increase- Sign and Marking Materials [Traffic Sign & Marking]	243,900	0.00
Enhance: Highway User Revenue Increase- Crosswalks [Traffic Sign & Marking]	200,000	0.00
Add: Traffic Signal System Modernization and UPS Unit Maintenance [Transportation Management and Operations]	45,000	0.00
Add: Paid Parking Outside the Parking Districts [Parking Outside the Parking Districts]	32,172	0.00
Add: Materials Testing [Transportation Construction]	20,000	0.00
Reduce: Signal Maintenance [Traffic Signals & Advanced Transportation Mgmt. Syst.]	-45,000	0.00
Reduce: Pedestrian Signal Re-timing Initiative [Traffic Signals & Advanced Transportation Mgmt. Syst.]	-56,195	0.00
Eliminate: Loop Detectors [Traffic Signals & Advanced Transportation Mgmt. Syst.]	-152,300	0.00
Other Adjustments (with no service impacts)		
Increase Cost: Lump Sum Wage Adjustment	511,527	0.00
Increase Cost: Group Insurance Adjustment	500,017	0.00
Increase Cost: Retirement Adjustment	411,653	0.00
Increase Cost: Motor Pool Rate Adjustment	224,120	0.00
Increase Cost: Operating Budget Impact from Roads CIP [Roadway and Related Maintenance]	98,750	0.00
Increase Cost: Longevity Adjustment	42,615	0.00
Increase Cost: Newly Accepted Subdivision Roads [Roadway and Related Maintenance]	15,440	0.00
Technical Adj: Conversion of WYs to FTEs in the New Hyperion Budgeting System; FTEs are No Longer Measured for Overtime and Lapse	0	16.35

	Expenditures	FTEs
Decrease Cost: Printing and Mail Adjustment	-6,710	0.00
Shift: Help Desk - Desk Side Support to the Desktop Computer Modernization NDA	-7,410	0.00
Decrease Cost: Turn Over Savings- Directors Office Management Positions [Transportation Engineering and Management Services]	-100,235	0.00
Shift: Storm Drain Costs to Water Quality Protection Fund [Roadway and Related Maintenance]	-327,451	0.00
FY13 RECOMMENDED:	38,808,923	223.65
GRANT FUND MCG		
FY12 ORIGINAL APPROPRIATION	35,510	0.50
FY13 RECOMMENDED:	35,510	0.50
VACUUM LEAF COLLECTION		
FY12 ORIGINAL APPROPRIATION	5,272,920	50.30
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Contractual Services Leafing [Vacuum Leaf Collection]	994,310	0.00
Increase Cost: Overtime [Vacuum Leaf Collection]	428,000	0.00
Increase Cost: Group Insurance Adjustment	66,739	0.00
Increase Cost: Lump Sum Wage Adjustment	66,119	0.00
Increase Cost: Retirement Adjustment	38,308	0.00
Shift: Remove Occupational Medical Services Chargeback from OHR	420	0.00
Increase Cost: Longevity Adjustment	383	0.00
Technical Adj: Conversion of WYs to FTEs in the New Hyperion Budgeting System; FTEs are No Longer Measured for Overtime and Lapse	0	-8.30
Decrease Cost: Assigned Motor Pool [Vacuum Leaf Collection]	-621,120	0.00
Decrease Cost: Seasonal Temps positions [Vacuum Leaf Collection]	-801,574	-8.46
FY13 RECOMMENDED:	5,444,505	33.54

PROGRAM SUMMARY

Program Name	FY12 Approved		FY13 Recommended	
	Expenditures	FTEs	Expenditures	FTEs
Automation	429,880	2.90	451,185	2.90
Bridge Maintenance	177,740	1.30	183,842	1.00
Transportation Engineering and Management Services	404,300	2.80	314,816	3.00
Noise Abatement Districts	0	0.00	0	0.00
Parking Outside the Parking Districts	905,080	1.50	946,936	1.60
Resurfacing	939,410	0.00	1,789,410	0.00
Roadway and Related Maintenance	15,002,370	97.30	15,990,332	111.25
Snow Removal/Wind/Rain Storms	3,115,010	23.80	3,271,988	23.70
Streetlighting	527,700	0.90	514,530	0.50
Traffic Planning	358,980	2.90	355,488	2.80
Traffic and Pedestrian Safety	1,139,380	6.80	1,540,217	11.40
Traffic Sign & Marking	1,915,080	13.10	1,940,223	11.30
Traffic Signals & Advanced Transportation Mgmt. Syst.	2,388,890	10.30	1,918,923	6.40
Transportation Community Outreach	192,930	1.00	207,396	1.00
Property Acquisition	87,050	0.60	92,673	0.60
Transportation Planning and Design	423,130	1.90	430,439	1.90
Transportation Construction	237,400	0.80	268,178	0.80
Transportation Management and Operations	864,130	4.30	1,361,819	7.90
Transportation Policy	399,040	2.50	440,194	2.50
Tree Maintenance	3,452,340	13.30	3,525,744	11.60
Vacuum Leaf Collection	5,272,920	50.30	5,444,505	33.54
Administration	3,134,700	19.80	3,300,100	22.00
Total	41,367,460	258.10	44,288,938	257.69

CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY12		FY13	
		Total\$	FTEs	Total\$	FTEs
COUNTY GENERAL FUND					
Cable Television	Cable Television	244,610	0.50	696,525	0.75
CIP	CIP	16,033,380	151.20	17,106,467	148.98
Environmental Protection	Water Quality Protection Fund	2,050,070	30.00	3,285,540	30.00
Solid Waste Services	Solid Waste Disposal	241,990	2.90	241,990	2.90
Transit Services	Mass Transit	171,270	1.00	171,270	1.00
Urban Districts	Bethesda Urban District	15,000	0.00	25,000	0.00
Urban Districts	Silver Spring Urban District	30,000	0.00	30,000	0.00
Urban Districts	Wheaton Urban District	12,900	0.00	12,900	0.00
Total		18,799,220	185.60	21,569,692	183.63

FUTURE FISCAL IMPACTS

Title	CE REC.					
	FY13	FY14	FY15	(\$000's)		
	FY16	FY17	FY18			
This table is intended to present significant future fiscal impacts of the department's programs.						
COUNTY GENERAL FUND						
Expenditures						
FY13 Recommended	38,809	38,809	38,809	38,809	38,809	38,809
No inflation or compensation change is included in outyear projections.						
Elimination of One-Time Lump Sum Wage Adjustment	0	-512	-512	-512	-512	-512
This represents the elimination of the one-time lump sum wage increases paid in FY13.						
Longevity Adjustment	0	1	1	1	1	1
This represents the annualization of longevity wage increments paid during FY13.						
Operating Budget Impacts for Selected Transportation Projects	0	51	106	148	170	288
These figures represent the impacts on the Operating Budget of projects included in the FY13-18 Recommended Capital Improvements Program.						
Subtotal Expenditures	38,809	38,350	38,405	38,447	38,469	38,587
VACUUM LEAF COLLECTION						
Expenditures						
FY13 Recommended	5,445	5,445	5,445	5,445	5,445	5,445
No inflation or compensation change is included in outyear projections.						
Elimination of One-Time Lump Sum Wage Adjustment	0	-66	-66	-66	-66	-66
This represents the elimination of the one-time lump sum wage increases paid in FY13.						
Subtotal Expenditures	5,445	5,378	5,378	5,378	5,378	5,378

FY13-18 PUBLIC SERVICES PROGRAM: FISCAL PLAN
Vacuum Leaf Fund

FISCAL PROJECTIONS	FY12 ESTIMATE	FY13 REC	FY14 PROJECTION	FY15 PROJECTION	FY16 PROJECTION	FY17 PROJECTION	FY18 PROJECTION
ASSUMPTIONS							
Indirect Cost Rate	12.59%	12.13%	12.13%	12.13%	12.13%	12.13%	12.13%
CPI (Fiscal Year)	3.1%	2.7%	2.9%	2.9%	2.7%	2.7%	2.7%
Investment Income Yield	0.15%	0.25%	0.35%	0.85%	1.60%	2.35%	2.85%
Charge Per Single-Family Household	\$88.91	\$88.91	\$95.15	\$105.00	\$105.15	\$112.85	\$115.85
Charge Per Multi-Family Unit and Townhome Unit	\$3.83	\$3.83	\$4.10	\$4.53	\$4.53	\$4.86	\$4.99
Single-Family Households in Leaf Collection District	71,431	71,520	71,520	71,520	71,520	71,520	71,520
Multi-Family Units in Leaf Collection District	46,950	48,743	48,743	48,743	48,743	48,743	48,743
% of leaves attributed to multi-family units and townhome uni	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%
BEGINNING FUND BALANCE	1,276,760	1,321,740	737,180	506,990	509,830	506,550	501,320
REVENUES							
Charges For Services	6,530,750	6,545,529	7,005,021	7,730,186	7,741,230	8,308,110	8,528,972
Miscellaneous	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Subtotal Revenues	6,534,750	6,549,529	7,009,021	7,734,186	7,745,230	8,312,110	8,532,972
INTERFUND TRANSFERS (Net Non-CIP)							
Transfers To The General Fund	(490,940)	(420,020)	(403,910)	(396,160)	(360,160)	(360,160)	(360,160)
Indirect Costs	(430,820)	(360,160)	(360,160)	(360,160)	(360,160)	(360,160)	(360,160)
Technology Modernization CIP	(60,120)	(59,860)	(43,750)	(36,000)	0	0	0
Transfers To Special Fds: Non-Tax + ISF	(837,140)	(892,412)	(1,159,649)	(1,365,111)	(1,121,745)	(1,381,253)	(1,270,345)
To Solid Waste Disposal Fund for Compost Facility	(837,140)	(892,412)	(1,159,649)	(1,365,111)	(1,121,745)	(1,381,253)	(1,270,345)
TOTAL RESOURCES	6,483,430	6,558,837	6,182,642	6,479,905	6,773,155	7,077,247	7,403,787
PSP OPER. BUDGET APPROP/ EXP'S.							
Operating Budget	(5,161,690)	(5,444,505)	(5,444,505)	(5,444,505)	(5,444,505)	(5,444,505)	(5,444,505)
Elimination of One-Time Lump Sum Wage Adjustment	n/a	n/a	60,000	66,000	66,000	66,000	66,000
Subtotal PSP Oper Budget Approp / Exp's	(5,161,690)	(5,444,505)	(5,675,649)	(5,970,072)	(6,266,604)	(6,575,925)	(6,903,336)
OTHER CLAIMS ON FUND BALANCE	0	(377,150)	0	0	0	0	0
TOTAL USE OF RESOURCES	(5,161,690)	(5,821,655)	(5,675,649)	(5,970,072)	(6,266,604)	(6,575,925)	(6,903,336)
YEAR END FUND BALANCE	1,321,740	737,180	506,990	509,830	506,550	501,320	500,450
END-OF-YEAR RESERVES AS A							
PERCENT OF RESOURCES	20.4%	11.2%	8.2%	7.9%	7.5%	7.1%	6.8%

Assumptions:

- Leaf vacuuming charges are adjusted to achieve cost recovery.
- The rates have been set to establish a fund balance of at least \$250,000, consistent with the fund balance policy developed in August 2004. In future years, rates will be adjusted annually to fund the approved service program and maintain the appropriate ending fund balance.