

Worksession

MEMORANDUM

April 27, 2009

TO: Management and Fiscal Policy Committee  
FROM: Justina J. Ferber, Legislative Analyst  
SUBJECT: Worksession - Executive's Recommended FY10 Operating Budget -  
**County Executive's Office**

Those expected for this worksession:

Tim Firestine, Chief Administrative Officer  
Sonetta Neufville, Administrative Specialist III, County Executive Office  
Charles Goldsmith, Budget Analyst, OMB

The Executive's recommendation for the County Executive's Office Budget is on pages 25-1 to 25-7

**Overview**

For FY10, the Executive recommends total expenditures of \$6,669,470 for the County Executive's Office, a decrease of \$556,140 or 7.7% from the FY09 approved budget. Personnel Costs comprise 86.5 percent of the budget. Lapse is budgeted at \$60,897 and 0.7 workyear.

(in \$000's)	FY08 Actual	FY09 Approved	FY10 CE Recommended	% Change FY09-FY10
<b>Expenditures:</b>				
General Fund	4,974,377	6,979,440	6,467,130	-7.3%
Grant Fund	380,924	246,170	202,340	-17.8%
<b>TOTAL Expenditures</b>	<b>5,355,301</b>	<b>7,225,610</b>	<b>6,669,470</b>	<b>-7.7%</b>
<b>Positions:</b>				
Full-time	41	51	49	-3.9%
Part-time	9	8	7	-12.5%
<b>TOTAL Positions</b>	<b>50</b>	<b>59</b>	<b>56</b>	<b>-5.1%</b>
<b>WORKYEARS</b>	<b>40.7</b>	<b>52.0</b>	<b>46.7</b>	<b>-10.2%</b>

Position changes and same serves adjustments are charted below:

POSITION CHANGES	Workyears	Cost
Eliminate Clarksburg Ombudsman	-0.4	(\$51,980)
Eliminate Corporate Volunteer Council Grant	-0.5	(\$21,850)
Grant Adjustment	0.5	(\$21,980)
Decrease Cost of Events Coordinator	-1	(\$85,080)
Decrease cost of Planning Manager	0	(\$81,820)
Eliminate Vacant Auditor Position	-1	(\$70,000)
Redesign of Internal Audit	-3	(\$184,090)
Reduce lapse for Special Assistant	-0.5	(\$103,000)
Technical Adjustments (-0.8 for grants)	-0.9	\$0
Annualization of Personnel Costs '09	1.5	\$135,930
<b>Net Change</b>	<b>-5.3</b>	
52 wy in FY09 -5.3wy = 46.7 wy for FY10		

Identified Same Services Adjustments:	
Service Increment Adjustments	\$ 17,130
Annualization of Operating Expenses	\$ 6,440
Annualization of FY08 Personnel Costs	\$ 135,930
Group Insurance Adjustments	\$ 13,710
Retirement Adjustment	\$ 18,070
Motor Pool Rate Adjustments	\$ (4,010)
Printing and Mail Cost Adjustments	\$ 1,910
Central Duplicating Deficit Recovery	\$ (540)
Retirement Incentive Program	\$ (5,890)
Decrease cost of some operating expenses	\$ (10,800)
Decrease cost of training for CountyStat staff	\$ (13,000)
Decrease lapse	\$ (85,990)
Decrease cost of redesign of Internal Audit Functions	\$ (184,090)
Decrease cost of CountyStat Blackberries	\$ (3,840)
Decrease cost of M.L.King Day Event	\$ (5,460)
<b>NET SAME SERVICES ADJUSTMENT TOTAL</b>	<b>\$ (120,430)</b>

Workforce changes that took place in mid-FY09 are charted below:

**Mid-Year FY 09 Workforce Changes in CEX Office**

Action	Job Class Title	Position Type	Position		General Fund WY
			FT	PT	
Abolish	Public Administration Intern	Term		-1	-0.5
Abolish	Office Services Coordinator	Permanent	-1		-1.0
Create	Senior Executive Admin. Aide	Permanent	1		1.0
Create	Manager II	Term (CIP)	1		0.0
Create	Administrative Specialist II	Permanent (CIP)	1		0.0
Create	Senior Executive Admin. Aide	Permanent	1		1.0
Create	Land Use Planning Policy Analyst	Permanent	1		1.0
<b>TOTALS</b>			<b>4</b>	<b>-1</b>	<b>1.5</b>

## FY10 Expenditure Issues

The chart on the previous page shows the changes in positions that took place in mid-year FY09. One Special Assistant position to the County Executive has not been filled. The position is lapsed in FY10 for ½ of the year. For FY10 the Events Coordinator and Clarksburg Ombudsman positions have been abolished and functions will be assigned to others.

The major change in FY10 in the Executive’s Office relates to the “redesign” of internal audit functions. The “redesign” is a different way of conducting internal audits. Audit positions have been eliminated and operating costs reduced. Remaining operating funds will be used to contract for the performance of internal audits with accounting firms that have up-to-date technology and more sophisticated audit capabilities.

### Council Staff Explanation of FY10 Expenditure Changes

<b>Office of County Executive FY10</b>	
<b>Policy Planning and Development (8.5 Workyears)</b>	
-\$103,000; -0.5 wy	Reduce Lapse for Special Assistant to the County Executive
\$38,580	Miscellaneous Adjustments
<b>Supervision &amp; Management of Executive Branch Departments (22.7 Workyears)</b>	
\$1,910	Increase cost of printing and mailing
-\$51,980; -0.4 wy	Eliminate Clarksburg Ombudsman
-\$21,390	Decrease cost of various operating expenses: central duplicating deficit, blackberries, motor pool, training,
-\$85,990	Decrease cost of lapse
-0.1 wy	Technical adjustment (correction of FY09 workyears)
\$134,490; 1.5 wy	Miscellaneous Adjustments (annualization of workyears)
<b>Community Partnerships (11.5 Workyears)</b>	
-\$5,460	Decrease cost of M.L.King Day Event
-\$85,080; -1.0 wy	Decrease cost of Events Coordinator
-\$21,850, -0.5 wy	Eliminate Corporate Volunteer Council grant
-\$21,980, 0.5 wy	Miscellaneous Grant Adjustment
\$14,800	Miscellaneous Adjustments
<b>Planning and Fiscal Analysis of Infrastructure Needs (1.0 Workyear)</b>	
-\$10,800	Decrease operating expenses.
-\$81,820; 0wy	Decrease cost of Planning Manager (no 09 wy budgeted; abolished in 09)
\$8,780; -1.0 wy	Miscellaneous Adjustments (includes abolish/create for 09)
<b>Internal Audit (1.0 workyear)</b>	
\$6,440	Annualize operating expenses
-\$70,000; -1.0 wy	Eliminate vacant Auditor/Accountant position
-\$184,090, -3.0wy	Decrease cost – Redesign Internal Audit Functions
-\$9,440; 0.2 wy	Miscellaneous Adjustments
<b>Administration (2.0 Workyears)</b>	
	No major change
\$15,190	Miscellaneous Adjustments

## FY09 to FY10 Program Comparison

<u>Program</u>	<u>FY09</u>	<u>FY10</u>
Policy Planning and Development	\$1,306,560; 9.0 wy	\$1,242,140; 8.5 wy
Supervision & Management	\$3,113,810; 21.7 wy	\$3,090,850; 22.7 wy
Community Partnerships	\$1,460,060; 12.5 wy	\$1,334,600; 11.5 wy
Planning and Fiscal Analysis	\$226,110; 2.0 wy	\$124,710; 1.0 wy
Internal Audit	\$921,860; 4.8 wy	\$664,770; 1.0 wy
Administration	\$197,210; 2.0 wy	\$212,400; 2.0 wy
Total	\$7,225,610; 52.0 wy	\$6,669,470; 46.7 wy

In FY09 the Council shifted the position of Special Projects Manager from DPWT at \$183,430 and 1.0 workyear to the County Executive's Office budget. Staff requested a description of duties for the Special Projects Manager. The description is attached at ©8.

The County Executive's Office budget decreased by \$556,140 in FY10. Staff has no additional recommendations for reductions.

For FY10 there are two programs with only one position and the office may want to consider reorganizing to combine programs.

### **Staff Recommendation:**

- **Approve the budget of the Office of County Executive as submitted for \$6,669,470.**

Attachment: Budget Pages ©1  
Description of duties for Special Projects Manager ©8

# County Executive

## MISSION STATEMENT

The Offices of the County Executive provide political leadership to the community and administrative direction to the County's departments and offices. The Office is committed to providing accurate, timely, and effective staff support to the County Executive and the Chief Administrative Officer (CAO) as they address their responsibilities in an atmosphere that is characterized by excellence, efficiency, openness, outreach, equity, and integrity.

## BUDGET OVERVIEW

The total recommended FY10 Operating Budget for the Offices of the County Executive is \$6,669,470, a decrease of \$556,140 or 7.7 percent from the FY09 Approved Budget of \$7,225,610. Personnel Costs comprise 86.5 percent of the budget for 49 full-time positions and seven part-time positions for 46.7 workyears. Operating Expenses account for the remaining 13.5 percent of the FY10 budget.

### County Government Reorganization

In FY09, the County Executive implemented a reorganization of Montgomery County Government designed to improve effectiveness, customer service, accessibility, and efficiency. As part of this plan, internal audit responsibilities were moved out of the Department of Finance and into the Offices of the County Executive. In the budget summary, FY08 actuals reflect the old organizational structure, while the FY09 budget, FY09 estimate, and FY10 budget figures reflect the new organizational structure.

## LINKAGE TO COUNTY RESULTS AREAS

The Offices of the County Executive support all eight of the County Results Area.

## PERFORMANCE MEASURES

The primary focus of the Offices of the County Executive is to provide policy direction, reinforce accountability, and ensure the achievement of results. In support of these objectives, the focus has been on the following:

- development of performance plans with detailed performance targets for major County departments;
- development of related performance measures to gauge efficiency and effectiveness; and
- development of data collection systems to facilitate performance analysis.

The department budget sections reflect many of the performance measures developed as part of this process. During the coming year, additional efforts will be undertaken to measure results and identify further enhancements.

In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

## ACCOMPLISHMENTS AND INITIATIVES

- ❖ *CountyStat has finalized a set of outcome-based headline measures for all major government departments that will be used moving forward to track the effectiveness of departmental performance. These are the measures that the Office of Management and Budget has begun to use to implement its results based budgeting initiative.*
- ❖ *CountyStat has, in collaboration with representatives from relevant departments, the County Council, Maryland-National Capital Park and Planning Commission, and the Montgomery County Public Schools, developed a set of high level indicators that will be used to show the state of Montgomery County compared to peer counties across the nation, in terms of the eight priority areas outlined by County Executive Leggett.*
- ❖ *In order to train and build analytical capacity within departments, CountyStat developed and launched the CountyStat Fellowship program.*
- ❖ *CountyStat developed and conducted the County's first internal customer service survey.*

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- ❖ *In early February 2008, CountyStat launched its website which includes all meeting schedules, presentations, follow-up memos, department performance plans, CountyStat quarterly reports, and other information.*
- ❖ *Completed phase 1 of the MC311 blueprint, which is "customer discovery". Thirty-eight departments and offices have mapped their existing business processes for handling request for information, services, and complaints.*
- ❖ *Construction has begun on the MC311 Call Center at 51 Monroe Street in Rockville.*
- ❖ *The Volunteer Center finalized a new strategic plan, charting a refined direction for the next five years. Numerous stakeholders were involved, including a special advisory team made up of community leaders. A full report is available upon request.*
- ❖ *The level of volunteer participation in the October 2008 Community Service Day more than doubled compared to the previous year.*
- ❖ *In the last year, the new online database of volunteer opportunities had over 98,000 total visits to the website.*
- ❖ *The Volunteer Center performed a complete review of all of its registered nonprofit/governmental organizations, which now total more than 650.*
- ❖ **Productivity Improvements**
  - *CountyStat has developed several IT applications for use by various government departments. These include: [1] a high incident area analysis database that can be used by the Department of Transportation (DOT) and others to quickly garner information about the occurrence of pedestrian and automobile collisions; and [2] an application that allows the Department of Correction and Rehabilitation to effectively monitor the gang status of prisoners to avoid potential issues that would be caused by matching them up to share cells and free time.*
  - *Working with department directors, CountyStat has helped to develop a number of process re-engineering initiatives. These include: changing the way disciplinary actions proceed; the way overtime is monitored; and the manner in which the Department of Permitting Services (DPS) tracks the life cycle of the permitting process.*
  - *As a result of CountyStat and departmental efforts, overtime within the County's public safety agencies and DC were reduced by more than 154,000 hours from calendar year 2007 to 2008, netting \$7.1 million in savings during that time period.*
  - *CountyStat developed a series of recommendations that resulted in cost avoidance. As an example, CountyStat analyzed pedestrian collision data and determined that the addition of two positions in DPS to monitor sidewalk closures/interference would have no impact on reducing the number of pedestrian collisions. This avoided the creation of new positions to deal with this particular issue.*
  - *CountyStat has developed a series of revenue enhancing recommendations for different departments including an examination of police speed cameras, and the way the Department of Recreation plans its courses.*
  - *CountyStat has all of its presentations on the web and uses the web to disseminate significant information to the public.*
  - *The software solution for MC311 was purchased by leveraging the enterprise solution and using Oracle, the same firm chosen for the Enterprise Resource Planning project. This approach will allow the County to maximize efficiencies in terms of integration and support of these two systems, thus reducing their lifecycle costs and increasing the ease of use in combining data from the two systems.*
  - *The Office of Community Partnerships (OCP) and Volunteer Center reduced publication costs by discontinuing hard copy newsletters in favor of e-newsletters and e-bulletins to provide more current information, to more people, more often, at much reduced cost.*
  - *The OCP sponsored a larger number of heritage events than in the past reaching more ethnic communities at modest cost by engaging members of the County Executive's ethnic advisory committees to partner with us and recruit cosponsors.*
  - *The Volunteer Center has saved staff time and obtained better data through the effective use of a new online survey evaluation tool.*
  - *The Volunteer Center continues to consolidate its programs to improve productivity. The Weekend/Evening program was consolidated into a new, streamlined group volunteering program, that links with the new Montgomery Volunteer newsletter.*

- OCP and the Volunteer Center have led the way in promoting volunteerism throughout the County and dramatically increasing numbers of volunteers at countywide service days.

## PROGRAM CONTACTS

Contact Sonetta Neufville of the Offices of the County Executive at 240.777.2516 or Charles Goldsmith of the Office of Management and Budget at 240.777.2779 for more information regarding this department's operating budget.

## PROGRAM DESCRIPTIONS

### County Executive - Policy Planning and Development

The County Executive oversees the enforcement of the laws of Montgomery County and provides Executive direction to all departments and offices of the County government. The County Executive also develops policies; proposes plans, programs, budgets, and legislation to the County Council; adopts Executive Orders and Regulations; and appoints citizens to boards, committees, and commissions.

<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>1,306,560</b>	<b>9.0</b>
Reduce: Lapse Special Assistant to the County Executive	-103,000	-0.5
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	38,580	0.0
<b>FY10 CE Recommended</b>	<b>1,242,140</b>	<b>8.5</b>

### CAO - Supervision & Management of Executive Branch Depts.

The Chief Administrative Officer (CAO) supervises all departments and offices of the Executive Branch. The CAO also advises the County Executive on administrative matters and coordinates management review and decision-making on policies, programs, plans, budgets, legislation, regulations and similar matters. CountyStat provides a forum for ongoing monitoring and measurement of the effectiveness and efficiency of County government services in order to improve performance, reinforce accountability and focus on results. The Constituent Services staff coordinates responses to correspondence, telephone calls, electronic mail, and walk-ins concerning County programs and services. Information and Referral staff maintains the information database for resources such as the Quick Guide.

<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>3,113,810</b>	<b>21.7</b>
Increase Cost: Printing and Mail Adjustments	1,910	0.0
Technical Adj: Correction of workyears from FY09	0	-0.1
Decrease Cost: Central Duplicating Deficit Recovery Charge	-540	0.0
Decrease Cost: CountyStat Blackberries	-3,840	0.0
Decrease Cost: Motor Pool Rate Adjustment	-4,010	0.0
Decrease Cost: Training for CountyStat Staff	-13,000	0.0
Eliminate: Clarksburg Ombudsman position	-51,980	-0.4
Decrease Cost: Lapse	-85,990	0.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	134,490	1.5
<b>FY10 CE Recommended</b>	<b>3,090,850</b>	<b>22.7</b>

### Community Partnerships

The Office of Community Partnerships (OCP) is a bridge between community residents and organizations and the County government. To keep Montgomery County's residents informed about policies, programs, and issues, OCP staff coordinates responses to residents' written and e-mail correspondence and responds to telephone inquiries. The OCP staff provides outreach and liaison services to ethnic, multilingual, and multicultural communities. OCP staff works closely with the County's non-profit and faith community organizations. They work in partnership with County departments to ensure that efficient, effective, responsive and high-quality services are provided to all Montgomery County residents. To help celebrate the rich diversity of Montgomery County, the OCP staff coordinates a number of community events throughout the year including the County's Martin Luther King, Jr. Birthday Celebration; Black History Month; Arab American Heritage Month; Asian Pacific American Heritage Month; Juneteenth Commemoration; Hispanic/Latino Heritage Month, and Native American Heritage Month. OCP staff also publishes a monthly e-mail newsletter. The Volunteer Center promotes volunteerism as a community ethic among government, business, religious, civic and educational segments of the community. The Center also coordinates grants associated with volunteer activities.

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<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>1,460,060</b>	<b>12.5</b>
Decrease Cost: Dr. Martin Luther King, Jr. Day Event	-5,460	0.0
Decrease Cost: Retirement Incentive Program (RIP) Savings	-5,890	0.1
Eliminate: Termination of Corporate Volunteer Council Grant	-21,850	-0.5
Technical Adj: Miscellaneous Grant Adjustments	-21,980	0.5
Decrease Cost: Events Coordinator - Office of Community Partnerships	-85,080	-1.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	14,800	0.0
<b>FY10 CE Recommended</b>	<b>1,334,600</b>	<b>11.5</b>

### **Planning and Fiscal Analysis of Infrastructure Needs**

This program coordinates the review and analysis of referrals regarding master plans, master plan amendments, functional plans, growth policy, adequate public facilities, annexation plans, zoning text amendments, and other land use and planning-related proposals submitted to the Executive Branch and/or the Office of the CE/CAO for review and/or comment. The staff also manages the Base Realignment and Closure grant.

<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>226,110</b>	<b>2.0</b>
Decrease Cost: Planning Implementation Office Operating Expenses	-10,800	0.0
Decrease Cost: Planning Manager	-81,820	0.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	-8,780	-1.0
<b>FY10 CE Recommended</b>	<b>124,710</b>	<b>1.0</b>

### **Internal Audit**

This program provides independent services such as: county-wide risk assessment, identification of areas of risk in accountability systems, strategic risk-based multi-year audit plan, county-wide training on compliance and accountability; and conducts financial, operational and performance audits. The core function of this program is to improve internal controls and provide reasonable assurance regarding the achievement of the following objectives: reliability of financial reporting; effectiveness and efficiency of operations; compliance with laws, regulations, policies and procedures; deterring and investigating fraud; and safeguarding County assets.

<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>921,860</b>	<b>4.8</b>
Increase Cost: Annualization of FY09 Operating Expenses	6,440	0.0
Reduce: Eliminate vacant Accountant/Auditor position	-70,000	-1.0
Decrease Cost: Redesign of Internal Audit Functions	-184,090	-3.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	-9,440	0.2
<b>FY10 CE Recommended</b>	<b>664,770</b>	<b>1.0</b>

### **Administration**

The Administration program provides budget development and analysis, fiscal and inventory control, personnel and payroll management, training and supervision, procurement, and contract administration.

<b>FY10 Recommended Changes</b>	<b>Expenditures</b>	<b>WYs</b>
<b>FY09 Approved</b>	<b>197,210</b>	<b>2.0</b>
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	15,190	0.0
<b>FY10 CE Recommended</b>	<b>212,400</b>	<b>2.0</b>

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# BUDGET SUMMARY

	Actual FY08	Budget FY09	Estimated FY09	Recommended FY10	% Chg Bud/Rec
<b>COUNTY GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	3,501,359	4,916,190	4,727,720	4,345,260	-11.6%
Employee Benefits	949,692	1,401,030	1,198,780	1,240,180	-11.5%
<b>County General Fund Personnel Costs</b>	<b>4,451,051</b>	<b>6,317,220</b>	<b>5,926,500</b>	<b>5,585,440</b>	<b>-11.6%</b>
Operating Expenses	523,326	662,220	756,850	881,690	33.1%
Capital Outlay	0	0	0	0	—
<b>County General Fund Expenditures</b>	<b>4,974,377</b>	<b>6,979,440</b>	<b>6,683,350</b>	<b>6,467,130</b>	<b>-7.3%</b>
<b>PERSONNEL</b>					
Full-Time	39	49	49	47	-4.1%
Part-Time	9	8	8	7	-12.5%
Workyears	38.2	49.5	49.5	44.2	-10.7%
<b>GRANT FUND MCG</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	189,674	178,980	258,990	146,730	-18.0%
Employee Benefits	46,860	50,900	72,790	38,190	-25.0%
<b>Grant Fund MCG Personnel Costs</b>	<b>236,534</b>	<b>229,880</b>	<b>331,780</b>	<b>184,920</b>	<b>-19.6%</b>
Operating Expenses	144,390	16,290	335,350	17,420	6.9%
Capital Outlay	0	0	0	0	—
<b>Grant Fund MCG Expenditures</b>	<b>380,924</b>	<b>246,170</b>	<b>667,130</b>	<b>202,340</b>	<b>-17.8%</b>
<b>PERSONNEL</b>					
Full-Time	2	2	2	2	—
Part-Time	0	0	0	0	—
Workyears	2.5	2.5	2.5	2.5	—
<b>REVENUES</b>					
Retired Senior Volunteer Program	69,419	105,080	105,080	77,630	-26.1%
Service Learning Impacting Citizenship	8,008	0	0	0	—
Corporate Volunteer Council	19,740	21,850	21,840	0	—
Urban Areas Security Initiative	114,113	0	408,000	0	—
Base Realignment and Closure	109,444	119,240	124,710	124,710	4.6%
Natl Assoc of County & City Health Officials	5,599	0	0	0	—
Summer of Service	0	0	7,500	0	—
<b>Grant Fund MCG Revenues</b>	<b>326,323</b>	<b>246,170</b>	<b>667,130</b>	<b>202,340</b>	<b>-17.8%</b>
<b>DEPARTMENT TOTALS</b>					
<b>Total Expenditures</b>	<b>5,355,301</b>	<b>7,225,610</b>	<b>7,350,480</b>	<b>6,669,470</b>	<b>-7.7%</b>
<b>Total Full-Time Positions</b>	<b>41</b>	<b>51</b>	<b>51</b>	<b>49</b>	<b>-3.9%</b>
<b>Total Part-Time Positions</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>-12.5%</b>
<b>Total Workyears</b>	<b>40.7</b>	<b>52.0</b>	<b>52.0</b>	<b>46.7</b>	<b>-10.2%</b>
<b>Total Revenues</b>	<b>326,323</b>	<b>246,170</b>	<b>667,130</b>	<b>202,340</b>	<b>-17.8%</b>

## FY10 RECOMMENDED CHANGES

	Expenditures	WYs
<b>COUNTY GENERAL FUND</b>		
<b>FY09 ORIGINAL APPROPRIATION</b>	<b>6,979,440</b>	<b>49.5</b>
<b>Changes (with service impacts)</b>		
Eliminate: Clarksburg Ombudsman position [CAO - Supervision & Management of Executive Branch Depts.]	-51,980	-0.4
Reduce: Eliminate vacant Accountant/Auditor position [Internal Audit]	-70,000	-1.0
Reduce: Lapse Special Assistant to the County Executive [County Executive - Policy Planning and Development]	-103,000	-0.5
<b>Other Adjustments (with no service impacts)</b>		
Increase Cost: Annualization of FY09 Personnel Costs	135,930	1.5
Increase Cost: Retirement Adjustment	18,070	0.0
Increase Cost: Service Increment	17,130	0.0
Increase Cost: Group Insurance Adjustment	13,710	0.0
Increase Cost: Annualization of FY09 Operating Expenses [Internal Audit]	6,440	0.0
Increase Cost: Printing and Mail Adjustments [CAO - Supervision & Management of Executive Branch Depts.]	1,910	0.0

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	Expenditures	WYs
Technical Adj: Correction for workyears charged to prior year grant	0	-0.8
Technical Adj: Correction of workyears from FY09 [CAO - Supervision & Management of Executive Branch Depts.]	0	-0.1
Decrease Cost: Central Duplicating Deficit Recovery Charge [CAO - Supervision & Management of Executive Branch Depts.]	-540	0.0
Decrease Cost: CountyStat Blackberries [CAO - Supervision & Management of Executive Branch Depts.]	-3,840	0.0
Decrease Cost: Motor Pool Rate Adjustment [CAO - Supervision & Management of Executive Branch Depts.]	-4,010	0.0
Decrease Cost: Dr. Martin Luther King, Jr. Day Event [Community Partnerships]	-5,460	0.0
Decrease Cost: Retirement Incentive Program (RIP) Savings [Community Partnerships]	-5,890	0.0
Decrease Cost: Planning Implementation Office Operating Expenses [Planning and Fiscal Analysis of Infrastructure Needs]	-10,800	0.0
Decrease Cost: Training for CountyStat Staff [CAO - Supervision & Management of Executive Branch Depts.]	-13,000	0.0
Decrease Cost: Planning Manager [Planning and Fiscal Analysis of Infrastructure Needs]	-81,820	0.0
Decrease Cost: Events Coordinator - Office of Community Partnerships [Community Partnerships]	-85,080	-1.0
Decrease Cost: Lapse [CAO - Supervision & Management of Executive Branch Depts.]	-85,990	0.0
Decrease Cost: Redesign of Internal Audit Functions [Internal Audit]	-184,090	-3.0
<b>FY10 RECOMMENDED:</b>	<b>6,467,130</b>	<b>44.2</b>

### GRANT FUND MCG

<b>FY09 ORIGINAL APPROPRIATION</b>	<b>246,170</b>	<b>2.5</b>
<b>Changes (with service impacts)</b>		
Eliminate: Termination of Corporate Volunteer Council Grant [Community Partnerships]	-21,850	-0.5
<b>Other Adjustments (with no service impacts)</b>		
Technical Adj: Miscellaneous Grant Adjustments [Community Partnerships]	-21,980	0.5
<b>FY10 RECOMMENDED:</b>	<b>202,340</b>	<b>2.5</b>

### PROGRAM SUMMARY

Program Name	FY09 Approved		FY10 Recommended	
	Expenditures	WYs	Expenditures	WYs
County Executive - Policy Planning and Development	1,306,560	9.0	1,242,140	8.5
CAO - Supervision & Management of Executive Branch Depts.	3,113,810	21.7	3,090,850	22.7
Community Partnerships	1,460,060	12.5	1,334,600	11.5
Planning and Fiscal Analysis of Infrastructure Needs	226,110	2.0	124,710	1.0
Internal Audit	921,860	4.8	664,770	1.0
Administration	197,210	2.0	212,400	2.0
<b>Total</b>	<b>7,225,610</b>	<b>52.0</b>	<b>6,669,470</b>	<b>46.7</b>

### CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY09		FY10	
		Total\$	WYs	Total\$	WYs
<b>COUNTY GENERAL FUND</b>					
CIP	CIP	303,340	1.8	671,880	4.5

# FUTURE FISCAL IMPACTS

Title	CE REC.	(S000's)				
	FY10	FY11	FY12	FY13	FY14	FY15
This table is intended to present significant future fiscal impacts of the department's programs.						
<b>COUNTY GENERAL FUND</b>						
<b>Expenditures</b>						
FY10 Recommended	6,467	6,467	6,467	6,467	6,467	6,467
No inflation or compensation change is included in outyear projections.						
Labor Contracts	0	8	8	8	8	8
These figures represent the estimated cost of service increments and associated benefits.						
<b>Subtotal Expenditures</b>	<b>6,467</b>	<b>6,476</b>	<b>6,476</b>	<b>6,476</b>	<b>6,476</b>	<b>6,476</b>

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## **Manager Special Projects Montgomery County**

### **Current responsibilities**

- 1) **Project Civic Access:** Leading the Montgomery County effort to negotiate the ADA compliance with US Department of Justice. Preparation of Joint County policy with MNCPPC and School system for ADA compliance. Managing and monitoring the remedial efforts to modify County facilities/buildings and to bring them in line with ADA. Coordination between various County departments in this effort. Fiscal impact of this compliance is closely monitored.
- 2) **Public Hearings:** Conducting Public Hearings on behalf of the County Executive for various projects and abandonment issues. Preparation of recommendations to the County Executive for decision making.
- 3) **ARRA Stimulus Package:** Development of monitoring system for Montgomery County for the grants under Federal Stimulus package. The effort involves rigorous coordination with County Departments. This system will feed County Stat and OMB databases for their reporting.
- 4) **Special Projects:** Serve as manager for special projects which attain public exposure. Develop policy for those projects for management and monitoring with special emphasis on fiscal impact and efficiency.