



**Committee:** PHP  
**Committee Review:** Completed  
**Staff:** Vivian Yao, Legislative Analyst  
**Purpose:** To make preliminary decisions – straw vote expected  
**Keywords:** #Recreation

AGENDA ITEM #42  
 May 10, 2023  
**Worksession**

**SUBJECT**

Department of Recreation FY24 Operating Budget and FY23-28 Capital Improvements Program Amendments

**EXPECTED ATTENDEES**

- Robin Riley, Director, Montgomery County Recreation Department (MCRD)
- Adriane Clutter, Division Chief, MCRD
- Charlotte Keys, Administrative Specialist, MCRD
- Alicia Singh, Fiscal and Policy Analyst, Office of Management and Budget (OMB)
- David Dise, Director, Department of General Services (DGS)
- Greg Ossont, Deputy Director, DGS

**FY24 COUNTY EXECUTIVE RECOMMENDATION**

Department of Recreation	FY23 Approved	FY24 CE Recommended	Change from FY23 Approved
<b>Recreation Fund</b>	<b>\$51,443,711</b>	<b>\$56,350,479</b>	<b>9.5%</b>
Personnel Costs	\$32,313,139 569.98 FTEs	\$36,343,953 587.36 FTEs	12.5% 17.38 FTEs
Operating Costs	\$19,130,572	\$20,006,526	4.6%
<b>Non-Tax Supported</b>	<b>\$3,600,000</b>	<b>\$3,600,000</b>	<b>0.0%</b>
Operating Expense	\$3,600,000	\$3,600,000	0.0%
<b>Grant Fund</b>	<b>\$154,096</b>	<b>\$154,096</b>	<b>0.0%</b>
Personnel Costs	\$154,096 4.41 FTEs	\$154,096 4.41 FTEs	0.0% 0.0
<b>Total Expenditures (All Funds)</b>	<b>\$55,197,807</b> <b>574.39 FTEs</b>	<b>\$60,104,575</b> <b>591.77 FTEs</b>	<b>8.9%</b> <b>17.38 FTEs</b>

**COMMITTEE RECOMMENDATIONS**

- The Committee recommended (3-0) the required changes to the Department’s FY24 Operating Budget, which include charges or annualizations needed to continue or maintain essential services, budget neutral cost shifts between departments, and other personnel cost adjustments.

This includes a technical adjustment of \$391,128 attributable to a reduction in the Department's assumption regarding unspent personnel costs.

- The Committee recommended approval of the following increases proposed by the Executive and adding them to the reconciliation list as high priorities:
  - Shift ongoing funding of \$244,728 for community grants from the Community Grants Non-Departmental Account (NDA) to the Department's base as a high priority.
  - Add one-time funding of \$145,100 to support information technology enhancements to modernize Recreation program participants' health record submissions as a high priority.
  - Add ongoing funding of \$99,195 for a 3% inflationary increase to non-profit contracts. Committee members indicated that the priority for this item should be consistent with how the Council treats non-profit contracts across Departments and Council Committees.
- The Committee recommended approval of the CIP amendments and project schedule shifts proposed by the Executive for the Kennedy Shriver Aquatic Center Building Envelope Improvement and Holiday Park Net Zero Initiative.

**This report contains:**

Staff Report	Pages 1-7
CE Recommended FY24 Recreation Operating Budget	©1-10
Council President Memo on Reviewing the FY24 Operating Budget	©11-13
Executive responses to Council staff questions	©14-24
CE Recommended PDF for Holiday Park Net Zero Project	©25
CE Recommended PDF for Kennedy Shrive Aquatic Center Building Envelope Project	©26-28

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**MEMORANDUM**

April 19, 2022

TO: Planning, Housing, and Parks Committee

FROM: Vivian Yao, Legislative Analyst

SUBJECT: FY24 Operating Budget and CIP Amendments, Department of Recreation

PURPOSE: Review and make recommendations for FY24 Operating Budget for the Department of Recreation

*Those expected to attend this worksession:*

- Robin Riley, Director, Montgomery County Recreation Department (MCRD)
- Adriane Clutter, Division Chief, MCRD
- Melanie Sasse, Division Chief, MCRD
- Charlotte Keys, Administrative Specialist, MCRD
- Alicia Singh, Office of Management and Budget (OMB)
- David Dise, Director, Department of General Services (DGS)

Relevant pages from the Executive's Recommended FY24 Operating Budget are attached on ©1-10.

**I. OVERVIEW**

For FY24, the Executive recommended total expenditures of \$60,104,575 for MCRD, an increase of \$4,906,768 or 8.9% from the FY23 approved budget. The following table provides comparative information on expenditures by funding source, positions, and FTEs for FY22 through FY24.

(in \$000's)	FY22 Budget	FY23 Budget	FY24 Rec	Change FY23-FY24
<b>Expenditures:</b>				
Recreation Revenus	\$ 45,034,754	\$ 51,443,711	\$ 56,350,479	9.5%
Non-Tax Supported	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	0.0%
Grant Fund	\$ 79,073	\$ 154,096	\$ 154,096	0.0%
<b>Total Expenditures</b>	<b>\$ 48,713,827</b>	<b>\$ 55,197,807</b>	<b>\$ 60,104,575</b>	<b>8.9%</b>
<b>Positions:</b>				
Full-time	148	182	189	3.8%
Part-time	11	1	0	-100.0%
<b>TOTAL Positions</b>	<b>159</b>	<b>183</b>	<b>189</b>	<b>3.3%</b>
<b>FTEs</b>	<b>499.04</b>	<b>574.39</b>	<b>591.77</b>	<b>3.0%</b>

***Council President’s Approach to the FY24 Operating Budget Council***

President Glass sent a memorandum to Councilmembers outlining his intended approach to reviewing additions in the FY24 Operating Budget above the FY23 approved funding level. This memorandum is attached on ©11-13. Council staff highlights the following aspects that are particularly relevant to the PHP review:

- All tax supported additions, whether originated by the Executive or Councilmembers, are to be placed on the reconciliation list.
- Items on the reconciliation list must be identified as “high priority” or “priority”; items can be split with funding in both categories.
- Committees should work to identify other base budget reductions to the extent possible.
- Staff should indicate the role of Federal funding in the budgets, either ongoing or being replaced by County funds.

Council staff has structured this memo according to these elements and will identify relevant considerations for the Executive’ recommended changes and propose a priority designation.

***Racial Equity and Social Justice***

The Office of Racial Equity and Social Justice (ORESJ) concluded that the Department’s responses to the Operating Budget Equity Tool (OBET) “demonstrates a strong commitment to advancing equitable outcomes. Responses utilized data and other research to demonstrate an understanding of the systemic issues affecting their department’s service area. Department efforts align with the expectations outline in Bill 44-20 and also align with the GARE framework.”

The Department’s OBET responses include the following points:

- Approximately, 73% of the current operating budget is allocated to programs, activities, and services designed to support and accommodate underserved populations including minorities, youth, and seniors.

- The Department is re-establishing a policy committee to work collaboratively with the RESJ Core Team to review policies and procedures using GARE principles and practices.
- The Department has established a team of eleven diverse career employees with a shared commitment to racial equity and social justice to be ambassadors for equity, maintain open communications, and discuss recreation trend and challenges and work to establish a fair and equitable workplace.
- The Department is monitoring the number of diverse and inclusive programs that appeal to a wide variety of participants and seeking customer feedback to respond to community needs.
- The Department is starting to offer programming in Spanish and Chinese, and provide recreation offerings for people with disabilities.
- The Department identified the following factors restricting the its ability to maintain a level of services that advances racial equity and social justice:
  - Aging infrastructure: The Department has aging infrastructure that is improperly equipped to meet changing needs and highlights the importance of an adequate Planned Lifecycle Asset Replacement (PLAR) budget that supports high impact use.
  - Cost Recovery for Programming: The Department’s offering of classes and programs through non-tax supported funds require cost recovery at price points that limit access for more vulnerable communities. There is a need to examine and adjust the current revenue mark to ensure a more equitable cost recovery strategy and distribution of recreational offerings.

Council staff recommends that the Committee return after budget to discuss strategies for addressing these issues to advance RESJ in the delivery of recreation services in the County.

## **II. FY24 OPERATING BUDGET EXPENDITURE ISSUES**

The Committee will review Recreation Operating Budget items that do not involve the public school system and out of school time activities, which will be discussed jointly with the Education and Culture Committee.

### **A. Recreation Required Changes**

The FY24 recommended budget for Recreation includes items Council staff has identified as required changes: charges or annualizations needed to continue or maintain essential services, budget neutral cost shifts between departments, and other personnel cost adjustments. Council staff recommends that these items be approved but not placed on the reconciliation list, as they will need to be added to the budget to complete prior commitments or for routine administrative matters.

Item	Recommended Increase (Decrease)	FTE	One time	Notes
Annualization of FY23 compensation increases	\$ 881,119	0.00	N	
Annualization of FY23 lapsed positions	\$ 463,400	0.00	N	
Technical adjustment - budgeted lapsed	\$ 391,128	0.00	N	
Shift Administrative Specialist II from OMB	\$ 122,483	1.00	N	Cost neutral
Motor pool adjustment	\$ 112,285	0.00	N	
Risk management adjustment	\$ 88,338	0.00	N	
Printing and mail	\$ 25,994	0.00	N	
Technical adj.: part to full-time Admin. position	\$ -	0.50	N	
Retirement Adjustment	\$ (14,278)	0.00	N	
Elimination of FY23 One Time items	\$ (43,836)	0.00	N	
Annualization of FY23 personnel costs	\$ (316,226)	0.00	N	
Net total	\$ 1,319,279	1.50		

### 1. Recreation Vacancies

As of March 2023, the Recreation Department had 27 vacancies, which have all been open less than one year. Council staff notes that this figure is a point in time summary, and in fact, the Department has reported that as of April 5, there were 22 vacancies (see ©14), a net reduction of 5 vacant positions since March. Of these 22 vacant positions, the Department anticipates that 11 positions will be filled by the end of the fiscal year.

The Executive's recommended budget assumes \$508,853 in unspent personnel costs for FY24, which is a reduction of \$391,128 to the amount budgeted for FY23 (resulting to an increase in the Department FY24 operating budget). The following table shows historic data on unspent personnel costs and vacancies:

Fiscal Year	Actual or Projected Unspent Personnel Cost from Vacancies	# of vacancies	New Positions
FY23	\$960,757	22 (April 2023)	24
FY22	\$1,021,569	23 (April 2022)	0
FY21	\$1,159,541	18	0
FY20	\$758,403	15	7

Council staff recommends approval of the CE's proposed assumption for unspent personnel costs for FY24. The Department has been moving forward aggressively to recruit and fill positions, and the Department will have many fewer new positions than FY23 – six instead of 24 -- assuming that the Council approves the programmatic expansions recommended by the Executive.

**B. Recommended Operating Budget Changes**

Item	Recommended	FTE	One-time only?	Notes
	Increase (Decrease)			
<b>Tier I: High Priority</b>				
Move community grants from NDA to Recreation base	\$ 244,728	0	N	
Information technology enhancements to modernize health record submissions for programs	\$ 145,100	0	Y	
Net Total	\$ 389,828			
<b>Tier II: Priority</b>				
3% inflationary increase to non-profit services provider contracts	\$ 99,195	0	N	
Net total	\$ 99,195	0		

**1. Inflationary Adjustment to Eligible Non-Profit Contracts \$99,195**

The Executive is recommending a three-percent inflationary adjustment to non-profit service provider contracts administered by the Department amounting to \$99,195. The adjustment is proposed for contracts in the Department’s base, consistent with those in the base of other departments. The recommended increase for FY24 is significantly less than last year’s adjustment of 8%. Executive staff have explained that the 3% level of adjustment was recommended because the Consumer Price Index (CPI) increased by approximately 11% over the last 24 months. Consequently, the 3% for FY24 combined with the FY23 8% inflationary adjustment would match the CPI rate increase. In public hearing testimony, some non-profit providers requested an additional 3% inflationary adjustment in FY24 on top of what the Executive has recommended.

**Council staff recommends supporting the recommended inflationary of 3% and linking the increase to the CPI increase.**

**2. Community Grants Shifted to the Base Budget for FY24 \$244,728**

For FY24, the County Executive recommends shifting 10 grants totaling \$244,728 from Community Grants NDA to the Recreation base budget. A list of these grants is attached at ©24. The budget states that the shifted grant amounts include the recommended 3% non-profit inflationary increase discussed above.

**Council staff recommends approval of the inclusion of funds in the Department’s base and notes that these amounts will need to be adjusted based on what is ultimately approved for the non-profit inflationary adjustment.**

**3. Information Technology Enhancements to modernize health Submissions**

**\$145,100**

The Executive is recommending one-time funding of \$145,100 to modernize the process of maintaining and collecting health record submissions by program participants. The Department captures important health information from participants of camps and after-school programs, and this data is subject to HIPAA (Health Insurance Portability and Accountability Act) requirements. The forms that the Department collects include: Participant Health and Information Form, Authorization for Medication, Asthma Action Plan, State of Maryland Diabetes Medical Management Plan, Sunscreen Authorization, State of Maryland Immunization Certification, Participant Health Plan for Emergency Medicine (as ordered by a physician), Specialized Activity Permission Slip, etc.

The Department collects more than 8,000 paper health forms annually, and these paper forms are kept in notebooks and then stored in boxes until they are archived. Council staff understands that the current manual processing system creates challenges for staff and parents. Accessing data can be cumbersome for staff, and parents may need to fill out the same forms multiple times if their children are participating in multiple activities.

**Council staff recommends approval of this budget item and recommends categorizing the item as a high priority. Having efficient access to these forms is important for the well-being of participants, and an electronic system would better secure sensitive health information and improve the customer experience.**

**III. AMENDMENTS TO FY23-28 CAPITAL IMPROVEMENTS PROGRAM**

On March 15, 2023, the Executive submitted two amendments to the FY23-28 CIP for the Council’s review: Holiday Park Net Zero Initiative and Kennedy Shriver Improvement.

**A. Kennedy Shriver Aquatic Center Building (KSAC) Envelope Improvement (PDF at ©26)**

<b>(\$000)</b>	Total	Total 6 years	FY23	FY24	FY25	FY26	FY27	FY28
<b>CE Recommended</b>	<b>32,644</b>	<b>31,299</b>	<b>2,522</b>	<b>1,141</b>	<b>17,166</b>	<b>9,444</b>	<b>1,026</b>	<b>0</b>
<b>FY23-28 Approved</b>	<b>32,644</b>	<b>31,299</b>	<b>2,522</b>	<b>17,166</b>	<b>9,766</b>	<b>1,845</b>	<b>0</b>	<b>0</b>

*Recommended funding source is GO Bonds.  
FY24 appropriation request: \$830,000*

The Executive has recommended a schedule change that defers construction for one year to ensure that the South County Recreation and Aquatic Center is fully operational before closing KSAC. Council staff understands that South County is scheduled to open in the late summer of 2023, though the Committee may want to confirm this timing. There are no changes to project costs.



**Council staff recommends approval of the proposed amendment. Having another facility in operation will be able to meet some of the demand resulting from the temporary closing of the well-used KSAC.**

**B. Holiday Park Net Zero Initiative**

**Holiday Park Net Zero Initiative (PDF at ©25)**

\$000	Total	Total 6 years	FY23	FY24	FY25	FY26	FY27	FY28
<b>CE Recommended</b>	<b>3,079</b>	<b>3,079</b>	<b>104</b>	<b>114</b>	<b>2,408</b>	<b>453</b>	<b>0</b>	<b>0</b>
<b>FY23-28 Approved</b>	<b>3,079</b>	<b>3,079</b>	<b>104</b>	<b>2,421</b>	<b>554</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Recommended funding source is GO Bonds,  
FY24 appropriation request: \$2.975 million*

For the Holiday Park Net Zero Initiative, the Executive has also recommended deferred construction costs for one year to reflect project phasing. There are no changes to project costs. **The Committee may be interested in understanding the nature of the project phasing that results in the schedule shift. Council staff requested this information, which was not available at the time of publication.**

The packet contains the following attachments:

CE Recommended FY24 Recreation Operating Budget	<u>Circle #</u> ©1-10
Council President Memo on Reviewing the FY24 Operating Budget	©11-13
Executive responses to Council staff questions	©14-24
CE Recommended PDF for Holiday Park Net Zero Project	©25
CE Recommended PDF for Kennedy Shrive Aquatic Center Building Envelope Project	©26-28



# Recreation

## RECOMMENDED FY24 BUDGET

\$60,104,575

## FULL TIME EQUIVALENTS

591.77

✧ ROBIN RILEY, DIRECTOR

## MISSION STATEMENT

The mission of the Department of Recreation is to provide high quality, diverse, and accessible programs, services, and facilities that enhance the quality of life for all ages, cultures, and abilities.

## BUDGET OVERVIEW

The total recommended FY24 Operating Budget for the Department of Recreation is \$60,104,575, an increase of \$4,906,768 or 8.89 percent from the FY23 Approved Budget of \$55,197,807. Personnel Costs comprise 60.72 percent of the budget for 189 full-time position(s) and no part-time position(s), and a total of 591.77 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 39.28 percent of the FY24 budget.

The Debt Service for the Recreation Fund is appropriated in the Debt Service Fund and is, therefore, not displayed in this section. To pay for the Debt Service, a transfer of funds from the Recreation Fund to the Debt Service Fund of \$11,350,400 is required to cover General Obligation bond costs.

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

## COUNTY PRIORITY OUTCOMES

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

- ✦ **Thriving Youth and Families**
- ✦ **A Greener County**

## INITIATIVES

- ★ Increase Excel Beyond the Bell Elementary (EEBE) services and expand existing out of school time programming with the addition of two new sites: Harriet Tubman and Watkins Mills Elementary School.
- ★ Expansion of TeenWorks youth development program, which provides job readiness training and skill building workshops.
- ★ Launch an electronic health management platform to modernize health record submissions for activities and programs.

## INNOVATIONS AND PRODUCTIVITY IMPROVEMENTS

- ✧ Starting January 3, 2023, Montgomery County Recreation fitness passes are free for Montgomery County residents. Free passes

provide access to fully equipped fitness rooms, open gym (drop-in) activities, and game rooms at any recreation center during regularly scheduled hours.

- ✱ Continue implementation of REC ZIP, an improvement strategy designed to digitize and automate several business processes allowing internal and external customers to interact virtually with Recreation's administrative team without delay. Customer refunds, contractor and vendor invoices, and bank deposits are examples of improvements which allowed for seamless continuation of financial services throughout the pandemic.
- ✱ Enhance and expand outreach efforts through the weekly Recreation newsletter to provide information about program and services, as well as health and wellness information.
- ✱ Continued implementation of the new, fully integrated recreation and parks management software solution in partnership with Community Use of Public Facilities and Montgomery Parks. This new platform is designed to increase efficiency and productivity while providing extensive reporting and statistical data and a more intuitive and interactive experience for customers.

## PROGRAM CONTACTS

Contact Charlotte Keys of the Department of Recreation at 240.777.6942 or Alicia Singh of the Office of Management and Budget at 240.777.2780 for more information regarding this department's operating budget.

## PROGRAM PERFORMANCE MEASURES

Performance measures for this department are included below (where applicable), with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY23 estimates reflect funding based on the FY23 Approved Budget. The FY24 and FY25 figures are performance targets based on the FY24 Recommended Budget and funding for comparable service levels in FY25.

## PROGRAM DESCRIPTIONS

### ✱ Administration

The Administration Program provides oversight, leadership, management, and supervision to accomplish the Department's mission. The Administration Program includes the Department's senior management, the Director's Office and staff, as well as business and information technology services, communications and outreach, facility planning, asset replacement, and fixed-cost management.

The Business Services and Information Technology Teams provide key infrastructure and support to the Department's operations. The Business Services Team provides human resource management, procurement and contracting services, budget and financial administration, and customer services. The Information Technology Team ensures availability and efficiency of technical tools, equipment and interfaces, responds to help tickets from the Department's centers and other satellite locations, and delivers training related to the Department's business operations software. Both teams collaborate with agencies of County government, community, and other partners to address the needs of internal and external constituencies.

The Administration Program includes development and management of the Department's capital improvement projects and plans and implements the lifecycle asset replacement activities to protect the Department's investments and efficient-reliable operations of all facilities and equipment in service to County residents. The Program also includes fixed costs associated with utilities, property insurance, Workers' Compensation Insurance, and community grants. This Program also includes Communications and Public Outreach, which supports marketing of, and media relations concerning, all recreation and leisure activities in collaboration with the County's Public Information Office (PIO), Maryland-National Capital Park and Planning Commission (M-NCPPC), and Community Use of Public Facilities (CUPF). Outreach activities include summer camps and employment fairs, holiday events and commemorations, and coordination of visits from local, State, and Federal dignitaries and agencies as requested.

Program Performance Measures	Actual FY21	Actual FY22	Estimated FY23	Target FY24	Target FY25
Number of administrative services transactions <sup>1</sup>	9,135	22,000	25,000	25,000	25,000
Number of human resources transactions <sup>2</sup>	760	2,272	2,726	2,780	2,836

Program Performance Measures	Actual FY21	Actual FY22	Estimated FY23	Target FY24	Target FY25
Number of seasonal employees	1,988	2,000	2,160	2,200	2,200
Percent of allocated recreation financial assistance dollars used <sup>3</sup>	30%	46%	60%	70%	80%

<sup>1</sup> The Department continues to be a vital quality of life service and expects to see moderate program growth as it rebounds from the pandemic and demand for programs and services which improve overall health and quality of life continues to rise. The reduced volume of FY21 transactions was related to limitations on the numbers of recreation-specific activities, programs, and services provided due to COVID-19 restrictions.

<sup>2</sup> In addition to hiring a high volume of seasonal staff, as part of the Department's safety plan, REC conducts background checks for staff, volunteers, coaches, youth services providers, non-profit partners, and contractors. The reduced volume of FY21 transactions reflect limitations on Departmental operations due to COVID-19. The Department expects to see moderate program growth as it rebounds from the pandemic, and therefore moderate increases in HR transactions.

<sup>3</sup> The Department allowed RecAssist funds to be carried over from FY21 into FY22 due to limited program availability in FY21 as result of the pandemic and a software migration. As result, the percent of funds utilized for FY22 is likely to be an underrepresentation of public utilization.

FY24 Recommended Changes	Expenditures	FTEs
<b>FY23 Approved</b>	<b>11,060,086</b>	<b>45.43</b>
Technical Adj: Budgeted Lapse Adjustment	391,128	0.00
Shift: Community Grants Moved From the Community Grants Non-Departmental Account to the Department of Recreation's Base Budget	244,728	0.00
Add: Information Technology Enhancements to Modernize Health Record Submissions for Activities and Programs	145,100	0.00
Shift: One Administrative Specialist II Position from OMB	122,483	1.00
Increase Cost: Three Percent Inflationary Adjustment to Non-Profit Service Provider Contracts	99,195	0.00
Technical Adj: FTE from Part-time to Full-time position	0	0.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	998,904	3.00
<b>FY24 Recommended</b>	<b>13,061,624</b>	<b>49.93</b>

## ☀ Aquatics

The Aquatics programs provide recreational, fitness, instructional, competitive, therapeutic, and rehabilitative water activities that serve all residents. The broad ranges of programming include lessons, instructional wellness classes, and competitive programming such as dive and swim teams. Facilities also host a wide variety of local, regional, and national events and competitions each year. The Department operates seven regional outdoor pools, four indoor aquatics facilities, and partners with Adventist Community Services to operate the Piney Branch Elementary School pool.

Program Performance Measures	Actual FY21	Actual FY22	Estimated FY23	Target FY24	Target FY25
Revenue generated by aquatics programs <sup>1</sup>	\$1,865,440	\$4,884,155	\$4,981,838	\$5,081,474	\$5,081,474
Percent of total aquatics programs capacity enrolled <sup>2</sup>	34.3%	63.2%	64.5%	65.8%	67.1%

<sup>1</sup> The Department anticipates increased use of aquatics facilities, however, it's important to note that this measure may be influenced by future expanded subsidies and price adjustments.

<sup>2</sup> The Department continues to be a vital quality of life service and expects to see moderate program growth as it rebounds from the pandemic, and demand for programs and services which improve overall health and quality of life continues to rise. It's important to note swim lessons demand exceeds availability.

FY24 Recommended Changes	Expenditures	FTEs
<b>FY23 Approved</b>	<b>9,577,678</b>	<b>126.18</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	1,343,966	18.21
<b>FY24 Recommended</b>	<b>10,921,644</b>	<b>144.39</b>

## ☀ Countywide Programs

Countywide Programs offers essential and universally accessible recreation and leisure services to all residents across the region--an indicator of a healthy, affordable, and welcoming community. Program staff generates partnerships with local small businesses and non-profit

organizations to activate key public and private spaces and to offer culturally responsive programs, activities, and services such as classes, performing arts, camps, sports, workshops, therapeutic recreation, inclusion services, trips and tours, and special events which provide a wide range of economic, health, and social benefits. Additionally, community outreach such as events and festivals provide a wide platform to bridge diverse groups of people, generate social networks, and create community cohesion. Countywide Programs promote positive social capital through the provision of equal access to programs, which cultivates community ties through programs and services for all produces public benefits by connecting people more deeply to the fabric of the community. The benefits include public enjoyment and engagement; improved perception of community performance; economic well-being; quality recreation time with family and friends; strengthening social and familial bonds; improvement of mental and physical health thus reducing the impacts of chronic diseases; and measurable decreases in rates of crime and other detrimental activities making our communities safer.

Program Performance Measures	Actual FY21	Actual FY22	Estimated FY23	Target FY24	Target FY25
Number of participants registered in countywide recreation programs <sup>1</sup>	12,122	N/A	15,000	15,300	15,600
Percent of recreation customers who report having a disability <sup>2</sup>	0.99%	0.81%	0.83%	0.84%	0.86%
Percent of planned countywide recreation programs completed <sup>3</sup>	44.7%	77.6%	78.0%	79.0%	80.0%

<sup>1</sup> The Department was unable to establish this information for FY22 due to challenges in software migration.

<sup>2</sup> Individuals with disabilities faced significantly greater challenges as result of the pandemic. During FY22, programs and services were still being delayed and/or cancelled, and many restrictions were still in place for vulnerable populations, due to the COVID-19 pandemic and the emergence of new variants. Reconnecting with vulnerable populations continues to be a top priority for the Department. It's important to note the percentage reported is largely based on those who choose to self-report during registration as having a disability and/or those who request an accommodation. Additionally, the Department faced challenges in reporting due to migration into a new software system.

<sup>3</sup> Recreation programs are critical indicators of quality of life in a community. The Department expects demand to continue to increase particularly as it examines ways to remove barriers to participation by reducing fees, improving accessibility, and offering more culturally diverse program offerings.

FY24 Recommended Changes	Expenditures	FTEs
<b>FY23 Approved</b>	<b>8,629,588</b>	<b>82.57</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	69,980	(2.00)
<b>FY24 Recommended</b>	<b>8,699,568</b>	<b>80.57</b>

## ☼ Recreation Community & Neighborhood Centers

The Department of Recreation has 23 recreation centers throughout the County. These facilities provide affordable programs featuring leisure activities, social interaction, family participation, and community civic involvement, as well as promote community cohesion and identity for all ages.

Centers are designed to support sports, fitness, dance, community/social activities, and art programs. Activities include instructional programs, organized competitions, performances and exhibitions, recreational clubs and hobby groups, and accessibility initiatives for special populations. Center spaces are available for community activities, party rentals, receptions, and civic group meetings. Designated sites offer afterschool programs for children and youth, such as Club Adventure and Club Friday, at affordable pricing. The centers are a place where individuals, families, communities, and government are connected, as well as a thriving hub of activities.

Program Performance Measures	Actual FY21	Actual FY22	Estimated FY23	Target FY24	Target FY25
Number of recreation facility bookings <sup>1</sup>	38,409*	2,557	2,608	2,660	2,713
Percent of planned programs in recreation centers completed <sup>2</sup>	48.9%	72.2%	73.6%	75.1%	76.6%

<sup>1</sup> The variance in FY21 and FY22 is due to individual pool reservations established for safe social distancing. This practice was discontinued as restrictions lifted. Additionally, general facility bookings were suspended during COVID and continued to be suspended briefly during software migration. \*38,409 total. 37,700 were pool reservations (for laps) and 709 were facility usage (fields and rooms).

<sup>2</sup> The Department continues to be a vital quality of life service and expects to see moderate program growth as it rebounds from the pandemic and demand for programs and services which improve overall health and quality of life continues to rise.

FY24 Recommended Changes	Expenditures	FTEs
<b>FY23 Approved</b>	<b>9,870,302</b>	<b>146.89</b>

<b>FY24 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(287,041)	(20.21)
<b>FY24 Recommended</b>	<b>9,583,261</b>	<b>126.68</b>

### ☀ Senior Adult Programs

The Senior Programs Team offers a wide range of supports, opportunities, programs, services, and facilities, which are designed to enhance the quality of life and help community members 55 and over remain active, engaged, and independent in their communities. Lifestyle and leisure program offerings such as fitness & wellness, sports, arts and culture, social clubs, trips, and special events help to attract and retain active retirees while providing critical tools and resources to improve and maintain the health span and independence of those who are isolated or more vulnerable.

<b>Program Performance Measures</b>	<b>Actual FY21</b>	<b>Actual FY22</b>	<b>Estimated FY23</b>	<b>Target FY24</b>	<b>Target FY25</b>
Number of senior meals served <sup>1</sup>	194,736	51,826	52,862	53,919	54,998
Number of senior program registrants 55 or older <sup>2</sup>	8,535	15,006	15,306	15,612	15,924

<sup>1</sup> In FY21, the Department continued widespread meal distribution to vulnerable citizens 55 years of age or older. When the state of emergency was lifted, the Department discontinued its emergency response and restored congregate meals, which by State requirement, must be consumed on-site.

<sup>2</sup> Recreation programs for 55+ play a critical role in recovery from COVID-19, and are critical for an increased health span. Physical activity, social connections and life-long learning are effective strategies to improve mobility, combat depression, and slow cognitive decline. Reconnecting with vulnerable populations continues to be a top priority for the Department. FY21 number does not include senior meal delivery programs.

<b>FY24 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY23 Approved</b>	<b>3,394,712</b>	<b>33.39</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	359,264	1.00
<b>FY24 Recommended</b>	<b>3,753,976</b>	<b>34.39</b>

### ☀ Youth Development

The Youth Development team uses recreation to ensure young people are healthy, connected, and productive during out-of-school time. Program staff work to change the landscape of communities by tackling pressing and diverse issues, reducing barriers to participation, and improving equitable access to high quality out-of-school time opportunities which improve outcomes for young people. Positive youth development strategies are used to meet youth where they are and include opportunities, programs, and services which emphasize active and healthy living, youth leadership and social equity, engagement in learning, workforce readiness, and connection to caring adult role models.

<b>Program Performance Measures</b>	<b>Actual FY21</b>	<b>Actual FY22</b>	<b>Estimated FY23</b>	<b>Target FY24</b>	<b>Target FY25</b>
Number of participants registered in youth development programs <sup>1</sup>	1,171	8,300	10,990	11,209	11,433
Average daily attendance in youth development programs <sup>2</sup>	66.9%	58.7%	70.0%	73.0%	74.5%
Percent of youth development program participants who attend 11 or more sessions <sup>3</sup>	81.13%	56.74%	57.87%	59.02%	60.20%

<sup>1</sup> Our youth programs play a critical role in recovery because they are the environmental container where young people acquire developmental assets necessary for resilience. Therefore, restoring connections with youth is among our top priorities.

<sup>2</sup> Our youth programs play a critical role in recovery because they are the environmental container where young people acquire developmental assets necessary for resilience. Therefore, restoring connections with youth is among our top priorities.

<sup>3</sup> Many youth development programs were unable to complete 11 or more sessions in FY22 due to periodic COVID related closures. The Department is working hard to reconnect with youth and expects opportunities to continue to rise.

<b>FY24 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY23 Approved</b>	<b>12,665,441</b>	<b>139.93</b>
Enhance: Excel Beyond the Bell - Expansion to Two New Sites	549,261	7.20
Enhance: Expansion of TeenWorks Programming	444,411	8.68

Recreation

Libraries, Culture, and Recreation 64-5

<b>FY24 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	425,389	0.00
<b>FY24 Recommended</b>	<b>14,084,502</b>	<b>155.81</b>

## BUDGET SUMMARY

	<b>Actual FY22</b>	<b>Budget FY23</b>	<b>Estimate FY23</b>	<b>Recommended FY24</b>	<b>%Chg Bud/Rec</b>
<b>RECREATION</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	20,010,569	27,239,926	25,596,476	30,462,446	11.8 %
Employee Benefits	4,261,473	5,073,213	4,828,770	5,881,507	15.9 %
<b>Recreation Personnel Costs</b>	<b>24,272,042</b>	<b>32,313,139</b>	<b>30,425,246</b>	<b>36,343,953</b>	<b>12.5 %</b>
Operating Expenses	16,927,089	19,130,572	18,538,699	20,006,526	4.6 %
<b>Recreation Expenditures</b>	<b>41,199,131</b>	<b>51,443,711</b>	<b>48,963,945</b>	<b>56,350,479</b>	<b>9.5 %</b>
<b>PERSONNEL</b>					
Full-Time	148	182	182	189	3.9 %
Part-Time	11	1	1	0	-100.0 %
FTEs	496.33	569.98	569.98	587.36	3.1 %
<b>REVENUES</b>					
Property Tax	47,774,140	49,559,780	48,999,380	65,083,529	31.3 %
Facility Rental Fees	294,593	120,000	295,000	120,000	---
Recreation Fees	4,512,785	5,800,000	4,500,000	4,500,000	-22.4 %
Miscellaneous Revenues	37,103	129,597	75,000	75,000	-42.1 %
Miscellaneous Revenues - Parks ActiveNet	0	45,232	45,232	45,232	---
Recreation Fee Subsidy	0	(800,000)	(800,000)	(800,000)	---
<b>Recreation Revenues</b>	<b>52,618,621</b>	<b>54,854,609</b>	<b>53,114,612</b>	<b>69,023,761</b>	<b>25.8 %</b>

### RECREATION NON-TAX SUPPORTED

<b>EXPENDITURES</b>					
Salaries and Wages	0	0	0	0	---
Employee Benefits	0	0	0	0	---
<b>Recreation Non-Tax Supported Personnel Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>---</b>
Operating Expenses	3,480,141	3,600,000	3,600,000	3,600,000	---
<b>Recreation Non-Tax Supported Expenditures</b>	<b>3,480,141</b>	<b>3,600,000</b>	<b>3,600,000</b>	<b>3,600,000</b>	<b>---</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	---
Part-Time	0	0	0	0	---
FTEs	0.00	0.00	0.00	0.00	---
<b>REVENUES</b>					
Recreation Fees	6,433,522	8,100,000	8,100,000	8,100,000	---
Investment Income	1,402	3,100	0	3,100	---
<b>Recreation Non-Tax Supported Revenues</b>	<b>6,434,924</b>	<b>8,103,100</b>	<b>8,100,000</b>	<b>8,103,100</b>	<b>---</b>

### GRANT FUND - MCG

<b>EXPENDITURES</b>					
Salaries and Wages	109,721	143,145	143,145	143,145	---
Employee Benefits	11,637	10,951	10,951	10,951	---
<b>Grant Fund - MCG Personnel Costs</b>	<b>121,358</b>	<b>154,096</b>	<b>154,096</b>	<b>154,096</b>	<b>---</b>
Operating Expenses	250,000	0	0	0	---
<b>Grant Fund - MCG Expenditures</b>	<b>371,358</b>	<b>154,096</b>	<b>154,096</b>	<b>154,096</b>	<b>---</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	---
Part-Time	0	0	0	0	---
FTEs	2.71	4.41	4.41	4.41	---
<b>REVENUES</b>					
Federal Grants	121,358	154,096	154,096	154,096	---

**BUDGET SUMMARY**

	Actual FY22	Budget FY23	Estimate FY23	Recommended FY24	%Chg Bud/Rec
<b>Grant Fund - MCG Revenues</b>	<b>121,358</b>	<b>154,096</b>	<b>154,096</b>	<b>154,096</b>	<b>—</b>
<b>DEPARTMENT TOTALS</b>					
Total Expenditures	45,050,630	55,197,807	52,718,041	60,104,575	8.9 %
Total Full-Time Positions	148	182	182	189	3.8 %
Total Part-Time Positions	11	1	1	0	-100.0 %
Total FTEs	499.04	574.39	574.39	591.77	3.0 %
Total Revenues	59,174,903	63,111,805	61,368,708	77,280,957	22.5 %

**FY24 RECOMMENDED CHANGES**

	Expenditures	FTEs
<b>RECREATION</b>		
<b>FY23 ORIGINAL APPROPRIATION</b>	<b>51,443,711</b>	<b>569.98</b>
<b>Changes (with service impacts)</b>		
Enhance: Excel Beyond the Bell - Expansion to Two New Sites [Youth Development]	549,261	7.20
Enhance: Expansion of TeenWorks Programming [Youth Development]	444,411	8.68
Add: Information Technology Enhancements to Modernize Health Record Submissions for Activities and Programs [Administration]	145,100	0.00
<b>Other Adjustments (with no service impacts)</b>		
Increase Cost: FY24 Compensation Adjustment	1,713,666	0.00
Increase Cost: Annualization of FY23 Compensation Increases	881,119	0.00
Increase Cost: Annualization of FY23 Lapsed Positions	463,400	0.00
Technical Adj: Budgeted Lapse Adjustment [Administration]	391,128	0.00
Shift: Community Grants Moved From the Community Grants Non-Departmental Account to the Department of Recreation's Base Budget [Administration]	244,728	0.00
Shift: One Administrative Specialist II Position from OMB [Administration]	122,483	1.00
Increase Cost: Motor Pool Adjustment	112,285	0.00
Increase Cost: Three Percent Inflationary Adjustment to Non-Profit Service Provider Contracts [Administration]	99,195	0.00
Increase Cost: Risk Management Adjustment	88,338	0.00
Increase Cost: Printing and Mail	25,994	0.00
Technical Adj: FTE from Part-time to Full-time position [Administration]	0	0.50
Decrease Cost: Retirement Adjustment	(14,278)	0.00
Decrease Cost: Elimination of One-Time Items Approved in FY23	(43,836)	0.00
Decrease Cost: Annualization of FY23 Personnel Costs	(316,226)	0.00
<b>FY24 RECOMMENDED</b>	<b>56,350,479</b>	<b>587.36</b>
<b>RECREATION NON-TAX SUPPORTED</b>		
<b>FY23 ORIGINAL APPROPRIATION</b>	<b>3,600,000</b>	<b>0.00</b>
<b>FY24 RECOMMENDED</b>	<b>3,600,000</b>	<b>0.00</b>
<b>GRANT FUND - MCG</b>		
<b>FY23 ORIGINAL APPROPRIATION</b>	<b>154,096</b>	<b>4.41</b>
<b>FY24 RECOMMENDED</b>	<b>154,096</b>	<b>4.41</b>

**PROGRAM SUMMARY**

Program Name	FY23 APPR Expenditures	FY23 APPR FTEs	FY24 REC Expenditures	FY24 REC FTEs
Administration	11,060,086	45.43	13,061,624	49.93
Aquatics	9,577,678	126.18	10,921,644	144.39
Countywide Programs	8,629,588	82.57	8,699,568	80.57
Recreation			<i>Libraries, Culture, and Recreation</i>	64-7



**PROGRAM SUMMARY**

Program Name	FY23 APPR Expenditures	FY23 APPR FTEs	FY24 REC Expenditures	FY24 REC FTEs
Recreation Community & Neighborhood Centers	9,870,302	146.89	9,583,261	126.68
Senior Adult Programs	3,394,712	33.39	3,753,976	34.39
Youth Development	12,665,441	139.93	14,084,502	155.81
<b>Total</b>	<b>55,197,807</b>	<b>574.39</b>	<b>60,104,575</b>	<b>591.77</b>

**CHARGES TO OTHER DEPARTMENTS**

Charged Department	Charged Fund	FY23 Total\$	FY23 FTEs	FY24 Total\$	FY24 FTEs
<b>RECREATION</b>					
Community Use of Public Facilities	Community Use of Public Facilities	32,212	0.20	33,826	0.20
CIP	Capital Fund	71,152	0.50	76,971	0.50
<b>Total</b>		<b>103,364</b>	<b>0.70</b>	<b>110,797</b>	<b>0.70</b>

**FUNDING PARAMETER ITEMS**

CE RECOMMENDED (\$000S)

Title	FY24	FY25	FY26	FY27	FY28	FY29
<b>RECREATION</b>						
<b>EXPENDITURES</b>						
<b>FY24 Recommended</b>	<b>56,350</b>	<b>56,350</b>	<b>56,350</b>	<b>56,350</b>	<b>56,350</b>	<b>56,350</b>
No inflation or compensation change is included in outyear projections.						
<b>Annualization of Positions Recommended in FY24</b>	<b>0</b>	<b>124</b>	<b>124</b>	<b>124</b>	<b>124</b>	<b>124</b>
New positions in the FY24 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.						
<b>Elimination of One-Time Items Recommended in FY24</b>	<b>0</b>	<b>(145)</b>	<b>(145)</b>	<b>(145)</b>	<b>(145)</b>	<b>(145)</b>
Items recommended for one-time funding in FY24, including Information Technology Enhancements will be eliminated from the base in the outyears.						
<b>Labor Contracts</b>	<b>0</b>	<b>605</b>	<b>605</b>	<b>605</b>	<b>605</b>	<b>605</b>
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
<b>Subtotal Expenditures</b>	<b>56,350</b>	<b>56,934</b>	<b>56,934</b>	<b>56,934</b>	<b>56,934</b>	<b>56,934</b>

**RECREATION NON-TAX SUPPORTED**

**EXPENDITURES**

<b>FY24 Recommended</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
No inflation or compensation change is included in outyear projections.						
<b>Subtotal Expenditures</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>

**ANNUALIZATION OF FULL PERSONNEL COSTS**

	FY24 Recommended		FY25 Annualized	
	Expenditures	FTEs	Expenditures	FTEs
Excel Beyond the Bell - Expansion to Two New Sites	356,111	7.20	408,065	7.20
Expansion of TeenWorks Programming	433,411	8.68	504,957	8.68
<b>Total</b>	<b>789,522</b>	<b>15.88</b>	<b>913,022</b>	<b>15.88</b>

# RECREATION

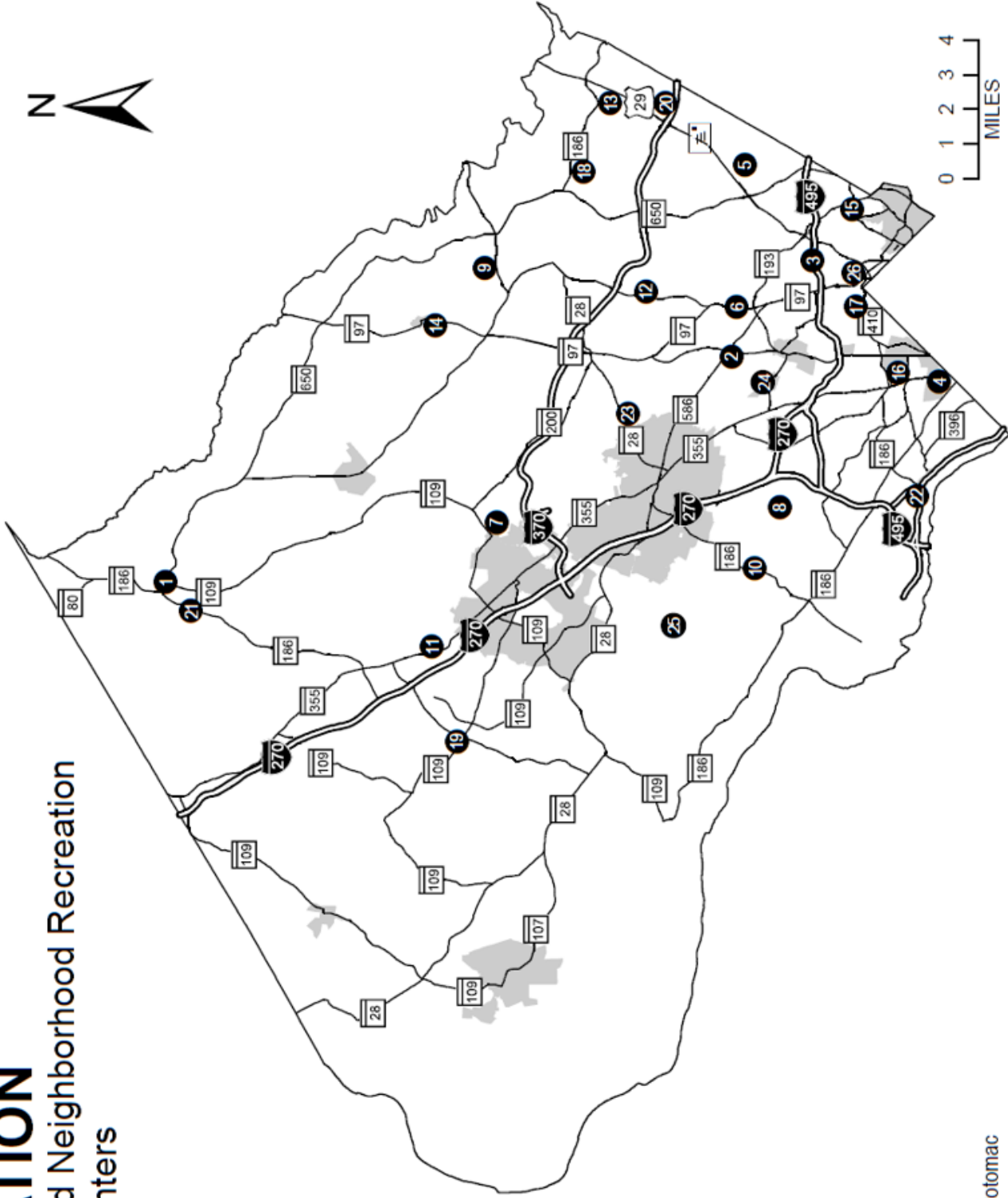
## Community and Neighborhood Recreation and Senior Centers

### Senior Centers

1. Damascus
2. Holiday Park
3. Margaret Schweinhaut
5. White Oak
6. Wheaton
15. Long Branch
25. North Potomac

### Recreation Centers

4. Wisconsin Place
5. White Oak
6. Wheaton
7. Upper County
8. Scotland
9. Ross Boddy
10. Potomac
11. Plum Gar
12. Mid-County
13. Marilyn Praisner
14. Longwood
15. Long Branch
16. Jane Lawton
17. Gwendolyn Coffield
18. Good Hope
19. Germantown
20. East County
21. Damascus
22. Clara Barton
23. Bauer Drive
24. Ken Gar
25. Nancy H. Dacek North Potomac
26. Silver Spring

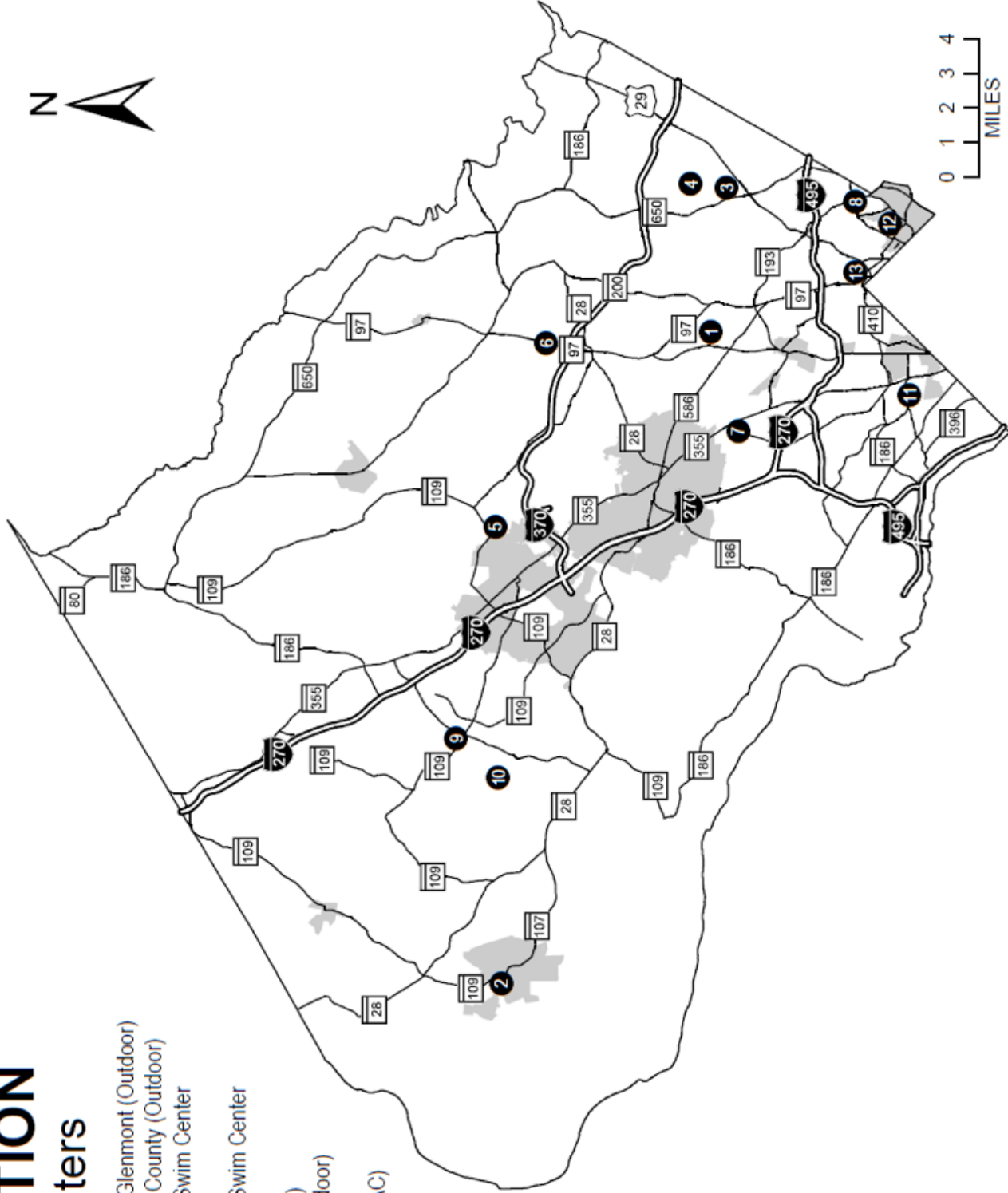


Map produced by: Montgomery County TEBS GIS Team, Feb. 2023

# RECREATION

## Aquatic Centers

1. Hector Ayala Wheaton/Glenmont (Outdoor)
2. Sarah E. Auer Western County (Outdoor)
3. Martin Luther King, Jr. Swim Center (Indoor)
4. Martin Luther King, Jr. Swim Center (Outdoor)
5. Upper County (Outdoor)
6. Olney Swim Center (Indoor)
7. Kennedy-Shriver Aquatic Center (KSAC) (Indoor)
8. Long Branch (Outdoor)
9. Germantown (Outdoor)
10. Germantown (Indoor)
11. Bethesda (Outdoor)
12. Piney Branch (Indoor)
13. Silver Spring (Indoor)



Map produced by: Montgomery County TEBS GIS Team, Feb. 2023



**MONTGOMERY COUNTY COUNCIL**  
**ROCKVILLE, MARYLAND**

**EVAN GLASS**  
PRESIDENT

TRANSPORTATION & ENVIRONMENT COMMITTEE, CHAIR  
ECONOMIC DEVELOPMENT COMMITTEE

**M E M O R A N D U M**

DATE: April 4, 2023  
TO: Councilmembers  
FROM: Council President Evan Glass  
SUBJECT: Approach to FY 24 Operating Budget

Each year the Council President proposes an approach for reviewing the operating budget. This memorandum presents the process I believe will serve the Council and our residents well.

Determining the county's \$6.8 billion operating budget is an exercise in fiscal discipline and a reflection of the county's priorities. We must balance the needs of today with those of tomorrow, which include supporting our students, our teachers, our first responders, our healthcare professionals and other frontline workers. After all, budgets are moral documents.

The FY24 Operating Budget presents several challenges. From funding critical services and fairly compensating our employees to determining the impact of a potential tax increase, it is our responsibility to ensure that the budget meets the needs of our community and is fiscally sound.

My priority for this budget process is to ensure that schools are fully funded and that families can continue calling Montgomery County home. As such, these are the issues I believe we should consider:

- **The need to support MCPS.** The pandemic has significantly impacted our students, who lost valuable classroom time and suffered as a result. Our teachers have worked harder than ever and we must demonstrate our support for them. As part of this review, we also need to examine MCPS' current and proposed use of federal COVID relief funding.
- **The decrease in recordation tax revenue.** This has created significant gaps in the Capital Improvements Program (CIP). The Executive did not increase pay as you go (PAYGO) funding for the CIP by \$80 million, as requested by the Council, which would have decreased this gap. The Council will need to determine whether it supports the lower level of CIP funding proposed by the Executive.
- **The Executive has recommended a 10% property tax increase.** The Council will need to carefully evaluate whether we believe a tax increase is necessary and, if so, the appropriate size of the increase. Each 1-cent of the proposed tax increase is equivalent to \$22.3 million.
- **Use of reserves for ongoing expenditures.** The budget includes significant increases in the operating budget, in part by using unanticipated FY22 and FY23 income tax revenue.



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Our adopted fiscal policies require that these funds be used for one-time expenditures, not ongoing operating costs that cannot be sustained by future revenues; yet only \$16 million of net new tax supported expenditures are categorized as “one-time”. Council staff will provide additional information regarding sustainability at the April 11 overview of the budget.

- **Additional county positions and county vacancies.** The proposed budget includes 137 new tax supported full-time equivalent (FTE) positions in County Government and hundreds of new positions in other agencies. At the same time the Executive is adding new positions, the County Government has approximately 1,500 job vacancies. The Council will need to determine if funding new positions is sustainable, as relying on lapses from vacant positions is not a sound fiscal practice.
- **Funding OPEB.** The Government Operations & Fiscal Policy Committee has taken the first steps toward creating a policy that ensures the long-term viability of our retiree health insurance (known as Other Post Employee Benefits or OPEB), which includes having the trust fund pay annual costs. Such a policy would allow the County’s general revenues to be used for other purposes. The Executive’s budget does not provide funding identified in this preliminary policy.

To fully fund MCPS, fund the CIP, reach our OPEB goals, and reduce the size of or eliminate the need for a property tax increase, we will need to find reductions in the operating budget. This goal is always challenging.

To meet the diverse needs of our community, I believe that all of the Executive’s recommended tax-supported additions to the operating budget should be placed on a reconciliation list. Any additional Council recommended priorities should be added to the same list. Each spending priority should be considered as a potential addition to the Council adopted FY23 budget, rather than a potential reduction from the Executive’s proposed FY24 budget.

**A recommended process and structure for implementing this approach for FY24 follows:**

1. Each tax supported increase, addition, enhancement, replacement, or restoration recommended by the County Executive would be placed on the reconciliation list. Similarly, any tax supported increases recommended by a committee would also be placed on the reconciliation list.
2. All items placed on the reconciliation list by a committee should be categorized as either a “priority” or “high priority” to assist our future decisions. When appropriate, an item should be divided into more than one category. Budgetary items should also be classified as one-time or ongoing expenses.



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3. Committees should attempt to identify other reductions to departmental base budgets to free up ongoing resources for other priorities. While our current budget timeframe does not allow for a zero-based budgeting approach that would fully review each department's base expenditures, it is important to look for reductions as a first step.
4. Additional FY24 budget amendments received from the County Executive after March 15 would also be placed on the reconciliation list for Committee review.
5. Any cost shifts between departments (if budget neutral) and increases due to annualization of previously approved compensation/staffing costs do not need to be placed on the reconciliation list. We will ask staff to identify any increase due to a County or State law to determine if it must be funded or can be placed on the reconciliation list.
6. When creating the reconciliation list, staff should indicate whether the item was previously funded by federal funds, allowing us to carefully consider whether the County has the ability to maintain programs not previously supported by the County's general funds.
7. FY24 compensation and benefit enhancements will be reviewed separately by the Government Operations & Fiscal Policy Committee and the full Council.

This process is designed for the Council to fund the programs and policies that our residents need while also ensuring that taxpayer funds are used prudently.

Supporting our residents is our top priority. We must keep them in mind as we work collectively throughout this process.

## FY24 Montgomery County Recreation Operating Budget Responses

### Staffing

1. Please provide a current vacancy list. How long has each position been vacant and what is their recruitment status (when are they expected to be filled)?

<b>VACANCY LISTING AS OF APRIL 5, 2023</b>						
Position#	Job Class	Internal Unit	Grade	FT/PT	Expected Fill Date	Status
006801	Fiscal Assistant.000215.	Business Services	OPT-16	FT	5/1/2023	Interviewing
006805	Accountant/Auditor III.000211	Business Services	OPT-23	FT	4/23/2023	Candidate Selected: pending offer
019108	Administrative Specialist II.000151.	Business Services	NU-21	FT	5/1/2023	Position Advertised
019217	Recreation Specialist.001015.	Community Public Outreach	OPT-21	FT	5/1/2023	Interviewing
019218	Recreation Specialist.001015.	Community Public Outreach	OPT-21	FT	5/1/2023	Interviewing
016983	Program Aide.000663.	CPO: Customer Services	OPT-14	FT	5/15/2023	Position Advertised
006851	Manager II.000111.	Director's Office: Admin Chief	M2	FT	5/1/2023	Position Advertised
006860	Recreation Specialist.001015.	Aquatics	OPT-21	FT	5/15/2023	New Vacancy due to Promotion: To be Advertised
013937	Recreation Specialist.001015.	Community Centers	OPT-21	FT	5/1/2023	Interviewing
018154	Recreation Coordinator.001018.	Community Centers	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
018161	Recreation Coordinator.001018.	Community Centers	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
018170	Recreation Coordinator.001018.	Community Centers	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
018171	Recreation Coordinator.001018.	Community Centers	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
018172	Recreation Coordinator.001018.	Community Centers	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
019308	Administrative Aide.009275.	Silver Spring Recreation & Aquatics Center	OPT-12	FT	5/1/2023	Position Advertised
019416	Recreation Coordinator.001018.	Silver Spring Recreation & Aquatics Center	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
013760	Recreation Specialist.001015.	CountyWide Programs	OPT-21	FT	5/1/2023	Position Advertised
018166	Recreation Coordinator.001018.	Senior Programs	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
015109	Recreation Specialist.001015.	Youth Development	OPT-21	FT	5/15/2023	New Vacancy due to Promotion: To be Advertised
018506	Recreation Coordinator.001018.	Youth Development	OPT-18	FT	5/1/2023	Candidate Selected: pending offer
018606	Administrative Specialist II.000151	Youth Development	NU-21	FT	5/1/2023	Position Advertised
019078	Recreation Specialist.001015.	Youth Development	OPT-21	FT	5/1/2023	Candidate Selected: pending offer
<b>TOTAL</b>				<b>22</b>		

The department has 22 current vacancies with 11 pending offers.



**FY24 Montgomery County Recreation  
Operating Budget Responses**

2. **What amount of lapse is assumed for the budget and how was it calculated? Please provide the actual amounts of unspent personnel costs resulting from vacancies for FY22 and number of vacancies. What is the projected lapse savings for FY23? Have any positions been held back from recruitment to achieve lapse savings in FY23 and does the budgeted amount for FY24 assume holding positions open?**

FY24 Budgeted lapse amount = \$579,199; lapse is projected by calculating the anticipated vacant positions at the start of FY24 and those that may become vacant due to retirement and the anticipated timeline for filling existing vacancies.

Actual Unspent PC from Vacancies in FY22 = \$1,021,569 (22 vacancies)

Budgeted Lapse Savings for FY23 = \$782,059; YTD Projected Lapse Savings: \$960,757 (11 vacancies to be filled by year-end)

No positions were held back to achieve lapse savings in FY23. FY24 assumptions do not include an assumption to hold position.

3. **Please provide the current organizational and staffing chart for the Department and highlight any recommend changes for FY24?**  
See Attachment REC-A
4. **What functions will the administrative specialist position shifted from OMB and the position being increased from part-time to full-time perform?**

The Administrative Specialist position shifted from OMB is responsible for centralized coordination, scheduling and processing of rentals in all facilities, helping to improve and ensure accuracy in collecting data for reporting, accessing and determining best methodologies. This will also improve customer service, staffing and cleaning efficiencies by coordinating bookings.

The position that was increased from part-time to full-time is an Administrative Specialist I for Information Technology and will provide key support to administrative IT functions such as serving as project coordinator, maintaining filing systems, managing assets and inventory records management, maintaining software licenses, and assisting with training.



**FY24 Montgomery County Recreation  
Operating Budget Responses**

**Recreation Centers**

**For FY22 and FY23 to date, please provide the following for each recreation and aquatic center: operating budget (personnel and operating), staffing (positions and FTE), revenues, and service numbers/foot traffic/scanned and any available demographic info.**

Most of our Recreation Centers are open from Sunday thru Saturday with operating hours ranging from 9 am to 9 pm with extended hours on weekends until 11 pm at four equity-priority locations.

Aquatics Centers open from Sundays to Saturdays 6 am to 10 pm. Closed two weeks each summer and Easter Sunday, Thanksgiving, New Year’s Day, and Christmas Day.

Outdoor Pools - Open Memorial Weekend Saturday to Labor Day each summer. The pools operate on a pre, full and post season schedule. Full season operations - Sundays to Saturdays - 7 am to 9 pm.

*(See Attachment REC-B and REC-C for fiscal year data)*

**Seniors**

**Please provide an update on senior programming at recreation facilities for FY22 and FY23 to date including attendance figures by facility and any available demographic information. What days and times are transportation services available? *(See Attachment REC-D for Senior facilities data)***

Activity Enrollment by Senior Center Location	Activity Enrollments FY22*	Activity Enrollments FY23*	Meals FY23*
Damascus	85	1,450	3,162
Holiday Park	5,928	4,552	7,446
Long Branch	37	758	3,679
Margaret Schweinhaut	1,495	1,789	4,290
North Potomac	2,508	1,899	4,714
Wheaton	1,935	2,843	6,244
White Oak	457	470	7,447
55+ Senior Neighborhood	355	1337	236
Trips & Tours	986	1372	N/A
Virtual Programs	1581	1271	N/A
<b>TOTAL</b>	<b>15,367</b>	<b>17,741</b>	<b>37,218</b>
<b>Program Hours</b>	<b>10,065</b>	<b>15,941*</b>	
<p>*FY23 Activities and transportation are recorded through Feb, meals are through March. Chart does not include attendance and enrollments that were manually collected.  FY23 A total of 211 classes/activities reached capacity and/or held waitlists  FY23 Transportation rides totaled 15,469; wheelchair riders totaled 290; total miles 37,808  58% increase in program hours is directly related to recent budget increase.  Meal numbers are supplied by HHS</p>			

## FY24 Montgomery County Recreation Operating Budget Responses

Due to complexities associated with migration into Vermont Systems, we are unable to report on current FY demographics.

- o Transportation is available 5 days a week at 6 Senior Center locations from 9am-2pm. Wheaton does not have JCA transportation.

### Youth Programming

**Please identify the programs site and budget for the following programs in FY23 and what is recommended in FY24 and the FY22 and FY23 numbers and demographics of participants served (unduplicated, if available). For proposed program expansion sites, please identify the positions and FTEs associated with each site.**

Due to complexities associated with migration into our recently implemented registration system (Vermont Systems), we are unable to report on current FY demographics.

*Sampling of historical trends have been relatively consistent. We are seeing notable increases in Hispanic participants. The Department has a data sharing agreement with MCPS and is currently waiting for final FY22 data analysis.*

<b>Historical Trends</b>	EBB Middle (7yr Trend FY13-FY19)	EBB Elem (3yr Trend Fy17-19)	EBB Elem FY22*
African American	40%	35%	33%
Hispanic	34%	58%	62%
Caucasian	9%	2%	1%
Asian	13%	4%	2%
Multiple/ Other	4%	1%	2%
ESOL	13%	51%	
Free & Reduced Meal	57%	87%	
Special Education	13%	11%	

*\*From manual records*

### EBB

**Please describe the criteria for selecting expansion sites and provide the ranking of schools according to this criteria.**

The Department uses a Strategic Programming Index developed by CountySTAT, which examines quantitative and qualitative factors for data driven decision making and future resource allocation. Factors include FARMS, ESOL, Test Scores, space availability/ existing childcare, PYD continuum, and school readiness. Watkins Mill Elementary and Harriet Tubman (New) are the next two schools recommended for expansion. Watkins Mill has a weighted rank of 6 overall, and Harriet Tubman is a new student population pulling from a combination of Gaithersburg ranked 2 and Summit Hall Ranked 8.

**Miscellaneous**

- 1. Please provide a list of current nonprofit service (info on instructor/coaches/or goods contracts not needed) contracts and any specific new contracts that are known for FY24. What is the rationale for providing 3% increase to nonprofit contracts?**

*(See Attachment REC-E for Non Competitive Listing for FY24)*

The 3% increase is a provision made by County Executive in conjunction with OMB to support an anticipated inflationary impact. Nonprofit partnerships were considered in this cost initiative. The goal is to help providers maintain services and reduce staff turnover.

- 2. Please identify the one-time items approved in FY23 proposed for elimination in FY24**

Notable one-time reductions for the department included the M3 elimination of one-time items = \$43,836 which was for employee startup costs for career positions added in FY23. The non-budgeted reduction of \$504,360, which was used to expand summer programming to include Summer School Wrap Around Camps was added into FY23 as one-time funding and is proposed for elimination in FY24. This cost was supported through an HHS grant which allowed Recreation use of funding to support the aforementioned summer programming.

- 3. How much was budgeted for financial aid in 2023 and anticipated for 2024? Please provide the number of families and individuals who received financial aid awards in 2022 and 2023 to date; the total amounts of financial aid that families and individuals qualified for, and the date, if any, that budgeted financial aid amounts were fully spent out.**

The department establishes a goal of \$800,000 annually for RecAssist. We anticipate the same level for FY24. In our efforts to ensure residents have the opportunity to take full advantage of this subsidy, awarded amounts will exceed goal.

<b>RecAssist</b>	<b>2022</b>	<b>YTD 2023</b>
Families Served	1,704	1,315
Subsidy Goal	\$800,000	\$800,000
Subsidy Awarded	<b>\$958,677</b>	<b>\$1,075,252</b>
Amount Used	\$171,488	\$243,288
Unused Awards	\$778,388	\$831,964

- 4. Please identify the amounts in multiprogram adjustments that are related to reorganization and other budget changes that affect multiple programs that are not related to negotiated compensation, employee benefit changes and staff turnover.**

Our multi-program adjustments are not related to reorganization. The department's multi-program adjustments are primarily due to compensation related adjustments, one-time adjustments that impact several areas and annualization of personnel costs.

**FY24 Montgomery County Recreation  
Operating Budget Responses**

- 5. What is the FY24 recommended budget for the Piney Branch Elementary School Pool maintenance and pool service contract? Please provide information for FY22 and FY23 on pool use, operating hours, revenue generated by the pool, and funding expended on pool maintenance.**

The FY24 Recommended Budget for Piney Branch Pool is \$229,408; a 3% increase from FY23 related to the non-profit 3% inflationary adjustments.

FY22 Expense for Pool Maintenance: \$190,550

FY23 Expense for Pool Maintenance: \$113,623 (YTD)

FY23 YTD Revenue Collections reported: \$28,061

FY23 YTD Usage: 3,754 participants

**Pool Operating Information is as follows:**

Swim Hours: Monday – Friday: 6:30 – 8:30 am and 4-7:30pm  
Saturday 8 am – 4 pm  
Sunday: Closed

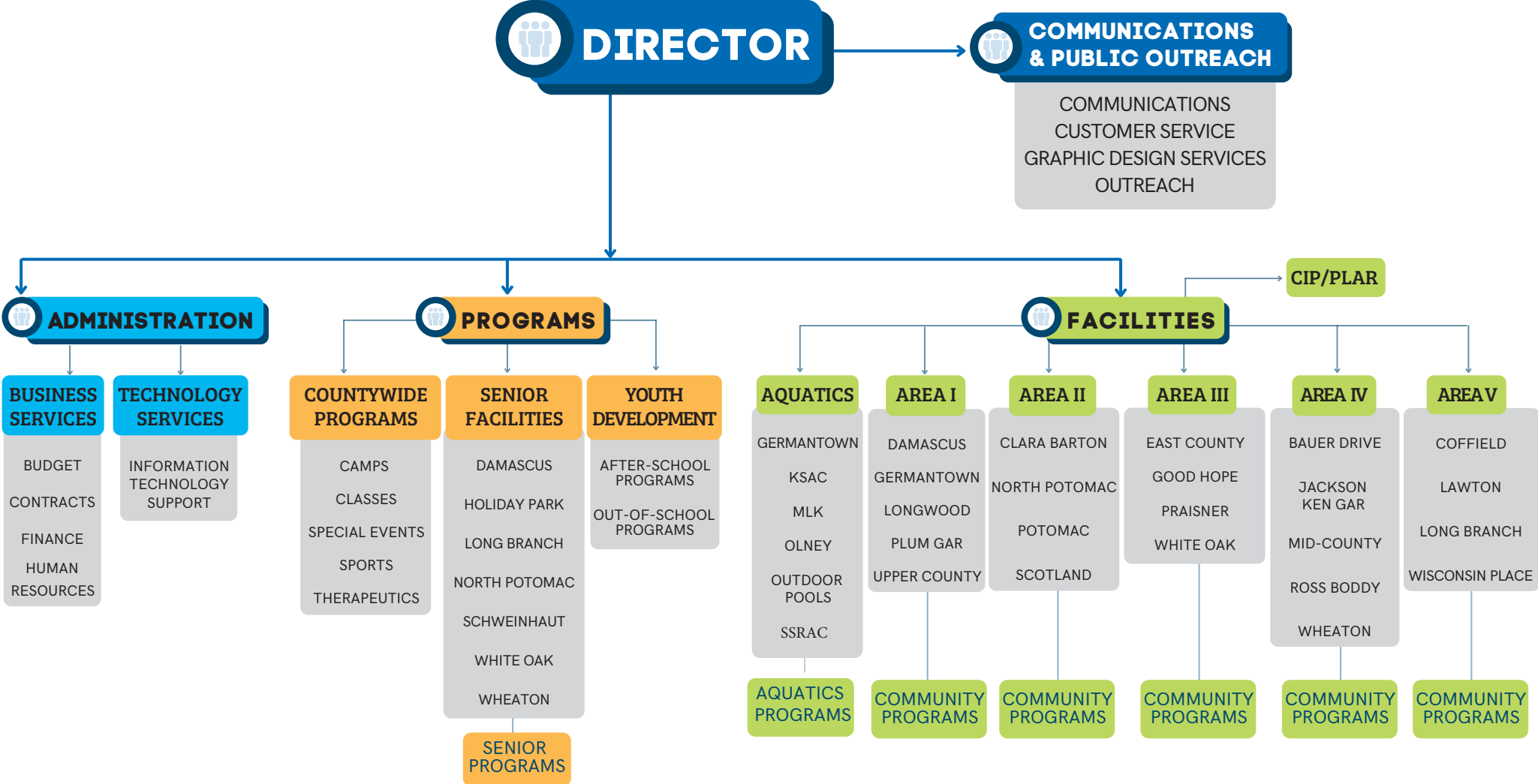
- 6. What health records does the department collect for activities and programs? How did the department manage the collection of health records priority to the electronic health record platform?**

The Department captures health records for camps and after-school programs and is required to maintain HIPPA compliance. The Department captures more than 8,000 paper health forms annually, typically kept in notebooks onsite, secured by the site Director or Coordinator, which then stored in boxes and then eventually moved to archives. Forms include: Participant Health and Information Form, Authorization for Medication, Asthma Action Plan, State of Maryland Diabetes Medical Management Plan, Sunscreen Authorization, State of Maryland Immunization Certification, Participant Health Plan for Emergency Medicine (as ordered by a physician), Specialized Activity Permission Slip, etc.

- 7. Please provide an update on the new recreation and parks management software? How does it compare to Active? What challenges or limitations has the Department experienced in the implementation of the software?**

The department initiated a go-live date in VSI (Vermont Systems) in February 2022. As we continue to learn the new software platform there are numerous challenges with retrieving and inputting data. Much of our data did not migrate into the new system, demographic data was not transferrable from system to system. All three partnering agencies meet at least twice a week to discuss issues, concerns and obstacles to best determine resolutions and best use of the software. Currently, training is offered monthly to staff in the pursuit of improved and effective usage. Some of the issues surrounding training for the department also include the turnover in staffing and the ability to continuously train employees and new hires without a specific position designated to just training. As we continue to learn and work to master the new software, we are somewhat limited in the easiest and most effective ways to retrieve, share and maintain data.

# MONTGOMERY COUNTY RECREATION ORGANIZATION CHART



FISCAL YEAR 2022 BUDGET

Center Name	Personnel Budget	Operating Budget	Total Budget	FTE Count	#Serviced	Actual Revenue
Bauer Drive Community Center	\$84,417	\$10,000	\$94,417	2.84	18,165	\$12,393
Clara Barton Community Center	\$64,986	\$8,000	\$72,986	1.74	5,551	\$4,949
Damascus Community Center	\$82,501	\$15,000	\$97,501	1.83	15,771	\$16,733
East County Community Center	\$88,456	\$10,000	\$98,456	1.97	4,124	\$315
Germantown Community Center	\$84,963	\$10,000	\$94,963	1.92	19,416	\$12,078
Good Hope Community Center	\$78,603	\$10,000	\$88,603	2.49	3,851	\$7,315
Gwendolyn E. Coffield Community Center	\$101,046	\$10,000	\$111,046	2.90	259	\$0
Jane E Lawton Center	\$84,927	\$10,000	\$94,927	2.43	14,911	\$16,436
Long Branch Community Center	\$100,448	\$10,000	\$110,448	1.94	1,016	\$0
Longwood Community Center	\$64,840	\$10,000	\$74,840	1.80	1,649	\$0
Marilyn Praisner Community Center	\$81,931	\$10,000	\$91,931	1.71	15,914	\$19,130
Mid County Community Center	\$87,654	\$10,000	\$97,654	1.88	23,794	\$16,657
North Potomac Community Center	\$126,547	\$15,000	\$141,547	3.57	51,629	\$16,925
Plum Gar Community Center	\$105,398	\$8,000	\$113,398	3.39	11,220	\$14,213
Potomac Community Center	\$115,962	\$10,000	\$125,962	2.97	22,495	\$21,840
Ross Boddy Community Center	\$71,265	\$8,000	\$79,265	2.56	9,072	\$8,040
Scotland Community Center	\$53,433	\$8,000	\$61,433	1.08	3,066	\$510
Up County Community Center	\$97,405	\$10,000	\$107,405	2.22	14,729	\$12,885
Wheaton Community Center	\$129,475	\$46,890	\$176,365	3.20	51,144	\$25,320
White Oak Community Center	\$118,388	\$18,654	\$137,042	2.63	32,724	\$27,190
Wisconsin Place Community Center	\$93,417	\$8,000	\$101,417	3.20	12,441	\$4,280
<b>TOTAL</b>	<b>\$1,916,062</b>	<b>\$255,544</b>	<b>\$2,171,606</b>	<b>50.27</b>	<b>332,941</b>	<b>\$237,207</b>

\*Serviced Counts = visitors and pass holders daily scans

Facilities are staffed as following: (Career FTE counts are centralized in area management allocations )  
 1 Career Recreation Specialist (001015) G21 Positioned at each facility  
 1 Recreation Coordinator (001018 ) GS 18 Positioned at each CRC by need  
 Additional staffing: S Class Seasonals make up the provided FTE count (1040 hours per staff )

FISCAL YEAR 2023 BUDGET

Center Name	Personnel Budget	Operating Budget	TOTAL Budget	FTE Count	YTD #Serviced Count	YTD Revenue
Bauer Drive Community Center	\$91,298	\$10,000	\$101,298	2.84	19,017	\$16,613
Clara Barton Community Center	\$70,398	\$8,000	\$78,398	1.74	8,310	\$12,283
Damascus Community Center	\$89,431	\$15,000	\$104,431	1.83	15,468	\$6,994
East County Community Center	\$95,643	\$22,000	\$117,643	1.97	13,575	\$11,055
Germantown Community Center	\$91,886	\$10,000	\$101,886	1.92	29,038	\$12,270
Good Hope Community Center	\$85,045	\$22,000	\$107,045	2.49	5,779	\$11,543
Gwendolyn E. Coffield Community Center	\$109,185	\$10,000	\$119,185	2.90	9,983	\$0
Jane E Lawton Center	\$91,847	\$10,000	\$101,847	2.43	17,990	\$28,751
Long Branch Community Center	\$108,542	\$22,000	\$130,542	1.94	13,082	\$9,075
Longwood Community Center	\$64,840	\$10,000	\$74,840	1.80	7,910	\$16,248
Marilyn Praisner Community Center	\$88,625	\$10,000	\$98,625	1.71	20,939	\$16,990
Mid County Community Center	\$94,780	\$10,000	\$104,780	1.88	25,432	\$16,908
North Potomac Community Center	\$136,615	\$15,000	\$151,615	3.57	69,953	\$29,174
Plum Gar Community Center	\$113,867	\$20,000	\$133,867	3.39	17,442	\$22,573
Potomac Community Center	\$125,229	\$10,000	\$135,229	2.97	30,283	\$39,455
Ross Boddy Community Center	\$77,152	\$8,000	\$85,152	2.56	9,209	\$10,563
Scotland Community Center	\$57,960	\$8,000	\$65,960	1.08	2,426	\$1,263
Up County Community Center	\$105,269	\$10,000	\$115,269	2.22	15,497	\$16,340
Wheaton Community Center	\$139,765	\$46,890	\$186,655	3.20	40,661	\$36,160
White Oak Community Center	\$127,840	\$24,654	\$152,494	2.63	36,482	\$41,095
Wisconsin Place Community Center	\$100,979	\$14,000	\$114,979	3.20	14,036	\$14,370
<b>TOTAL</b>	<b>\$2,066,196</b>	<b>\$315,544</b>	<b>\$2,381,740</b>	<b>50.27</b>	<b>422,512</b>	<b>\$369,721</b>

YTD values are as of March 2023

\* Coffield, LongBranch, East County and Longwood were closed periodically; reopened with limited operational hours for a portion of FY22.

FISCAL YEAR 2022 BUDGET

Center Name	Personnel Budget	Operating Budget	Total Budget	FTE Count	#Serviced	Actual Revenue
Bethesda Pool	\$171,154	\$7,500	\$178,654	3.40	24,145	\$115,800
Germantown Indoor Swim Center	\$672,632	\$32,425	\$705,057	16.10	223,253	\$344,314
Germantown Pool	\$171,396	\$11,500	\$182,896	5.97	30,932	\$146,989
Glenmont Pool	\$209,323	\$8,800	\$218,123	7.95	21,961	\$206,109
Kennedy Shriver Aquatics Center (KSAC)	\$552,027	\$46,340	\$598,367	17.35	167,357	\$310,635
Long Branch Pool	\$84,968	\$8,720	\$93,688	2.96	12,190	\$102,664
Martin Luther King - Outdoor Pool	\$184,697	\$28,300	\$212,997	7.50	44,436	\$124,098
MLK - Indoor Pool	\$383,724	\$25,970	\$409,694	14.66	135,328	\$290,152
Olney	\$483,749	\$87,450	\$571,199	15.54	127,720	\$234,616
<b>Piney Branch Pool</b>	<b>\$0</b>	<b>\$206,000</b>	<b>\$206,000</b>	<b>0.00</b>		<b>\$0</b>
Upper County Pool	\$102,200	\$10,000	\$112,200	3.86	3,656	\$29,387
Western County Pool	\$122,019	\$9,000	\$131,019	3.89	18,496	\$71,230
Silver Springs Recreation Aquatics Center	\$0	\$0	\$0	0.00	0	\$0
<b>TOTAL</b>	<b>\$3,137,889</b>	<b>\$482,005</b>	<b>\$3,619,894</b>	<b>99.18</b>	<b>809,473</b>	<b>\$1,975,995</b>

FISCAL YEAR 2023 BUDGET

Center Name	Personnel Budget	Operating Budget	TOTAL Budget	FTE Count	YTD #Serviced Count	YTD Revenue
Bethesda Pool	\$184,102	\$100	\$184,202	3.40	9,015	\$55,989
Germantown Indoor Swim Center	\$726,503	\$200	\$726,703	16.10	17,139	\$283,954
Germantown Pool	\$184,362	\$100	\$184,462	5.97	11,170	\$65,702
Glenmont Pool	\$225,159	\$100	\$225,259	7.95	19,351	\$114,694
Kennedy Shriver Aquatics Center (KSAC)	\$596,240	\$0	\$596,240	17.35	10,122	\$211,110
Long Branch Pool	\$91,396	\$100	\$91,496	2.96	13,313	\$118,084
Martin Luther King - Outdoor Pool	\$198,670	\$100	\$198,770	7.50	22,777	\$26,822
MLK - Indoor Pool	\$414,456	\$300	\$414,756	14.66	5,725	\$209,851
Olney	\$522,493	\$300	\$522,793	15.54	9,146	\$185,043
<b>Piney Branch Pool</b>	<b>\$0</b>	<b>\$222,726</b>	<b>\$222,726</b>	<b>0.00</b>		<b>\$0</b>
Upper County Pool	\$109,931	\$100	\$110,031	3.86	1,839	\$12,187
Western County Pool	\$131,250	\$100	\$131,350	3.89	4,422	\$25,915
Silver Springs Recreation Aquatics Center	\$381,597	\$367,000	\$748,597	18.21	-	\$0
<b>TOTAL</b>	<b>\$3,766,159</b>	<b>\$591,226</b>	<b>\$4,357,385</b>	<b>117.39</b>	<b>124,019</b>	<b>\$1,309,350</b>

\*Serviced Counts = visitors and pass holders daily scans

Facilities are staffed as following: (Career FTE counts & costs are centralized in area management allocations)  
 1 Career Recreation Specialist (001015) G Positioned at/provide services for each facility  
 1 Pool Manager (001018) GS 18 Positioned at each Indoor facility  
 Additional staffing: S Class Seasonals make up the provided FTE count (1040 hours per staff)

\*\*Piney Branch Pool Revenue & Serviced Counts not recorded through Recreation

YTD values are as of March 2023

Silver Spring Recreation and Aquatics Center has not opened for operations (noted allocation excludes Career Staff complement)



FISCAL YEAR 2022 BUDGET

Center Name	Personnel Budget	Operating Budget	Total Budget	FTE Count	#Serviced	Actual Revenue
Damascus Senior Center	\$38,390	\$37,725	\$76,115	1.33	85	\$0
Holiday Park Senior Center	\$73,351	\$62,050	\$135,401	3.18	5,928	\$110
Schweinhaut Senior Center	\$77,596	\$59,160	\$136,756	2.82	1,495	\$19,510
<b>TOTAL</b>	<b>\$189,337</b>	<b>\$158,935</b>	<b>\$348,272</b>	<b>7.33</b>	<b>7,508</b>	<b>\$19,620</b>

\*Serviced Counts = visitors and pass holders daily scans

Facilities are staffed as following: (Career FTE counts are centralized in area management allocations )  
 1 Career Recreation Specialist (001) Positioned at each facility  
 1 Recreation Coordinator (001018) Positioned at each CRC by need  
**Additional staffing:** S Class Seasonals make up the provided FTE count (1040 hours per staff)

FISCAL YEAR 2023 BUDGET

Center Name	Personnel Budget	Operating Budget	TOTAL Budget	FTE Count	YTD #Serviced Count	YTD Revenue
Damascus Senior Center	\$41,293	\$37,725	\$79,018	1.33	1,450	\$0
Holiday Park Senior Center	\$78,899	\$62,050	\$140,949	3.18	4,552	\$2,445
Schweinhaut Senior Center	\$83,466	\$59,160	\$142,626	2.82	1,789	\$37,293
<b>TOTAL</b>	<b>\$203,658</b>	<b>\$158,935</b>	<b>\$362,593</b>	<b>7.33</b>	<b>7,791</b>	<b>\$39,738</b>

YTD values are as of March 2023



## FY24 REC Non-Competitive Contracts

Organization	Purpose	Amount	First Year
Adventist Community Services of Greater Washington, Inc.	Provides for operating support for the Piney Branch Pool	\$229,408	FY15
Artpreneurs, Inc.	Provides for Parent Leadership Training	\$174,400	FY22
Arts and Humanities Council of Montgomery	Arts and Humanities Grants	\$6,529,279	NDA
Arts and Humanities Council of Montgomery	Public Arts Trust	\$420,240	CIP
Create Calm, Inc.	Provide enhanced education and leadership skills for socially disconnected young people through yoga and mindfulness classes and training	\$11,124	FY24
Elite Soccer Youth Development Academy, Inc.	Increase the number of children and youth who participate in a Soccer Academy and Educational and Leadership Youth Development Program	\$111,240	FY24
Finding Your Footprint Foundation, Inc.	Provide yoga, meditation, and self-care practices for youth dealing with day to day social and behavioral issues	\$5,562	FY24
Girls on the Run of Montgomery County, Inc.	Provide financial aid and shoes for underserved girls to be able to participate in a positive youth development	\$16,686	FY24
Identity, Inc., a District of Columbia Corporation, doing business in Maryland as Identity of Maryland, Inc.	Provides funds for "Saving Lives Through Soccer" conflict resolution and social integration for at-risk latino youth	\$183,305	FY21
Jewish Council for the Aging of Greater Washington, Inc.	Provides for services in areas surrounding the full service senior centers	\$707,486	FY14
Maryland Senior Olympics Commission, LTD	Provides for operating support	\$27,810	FY24
Moco Kidsco, Inc. dba KID Museum	Provides for unique interactive experiences for elementary and middle school-aged children that integrate hands-on science, technology, engineering and art & math learning - KID Fest	\$435,408	FY18
Moco Kidsco, Inc. dba KID Museum	Provides experiential Science, Technology, Engineering, and Mathematics (STEM) programming and cultural learning center for children and families	\$1,643,880	NDA
Montgomery County Collaboration Council for	Provides for Excel Beyond the Bell program	\$1,255,455	FY15
Queens Royal Priest Hood, Inc.	Provide a safe haven for disconnected youth to engage with programming and resources to address the high school drop out rate	\$11,124	FY24
Retouch International Ministries	Provide an enrichment after school program for girls in Montgomery County who are at risk of underachievement	\$11,124	FY24
The First Tee of Greater Washington DC	Create a safe introduction to golf and its inherent values for elementary school students and physical education teachers	\$11,124	FY24
The Village Youth & Family Center, Inc.	Help marginalized middle school girls build a healthy sense of self, community and belonging through yoga and art	\$5,562	FY24
Washington Area Bicyclist Association	Provide a youth bicycle safety program to Montgomery County's public school youth through the Excel Beyond the Bell after-school program	\$33,372	FY24



# Holiday Park Net Zero Initiative (P722301)

Category	Culture and Recreation	Date Last Modified	03/03/23
SubCategory	Recreation	Administering Agency	General Services
Planning Area	Silver Spring and Vicinity	Status	Planning Stage

Total	Thru FY22	Rem FY22	Total 6 Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	Beyond 6 Years
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### EXPENDITURE SCHEDULE (\$000s)

Planning, Design and Supervision	319	-	-	319	104	114	101	-	-	-
Construction	2,760	-	-	2,760	-	-	2,307	453	-	-
<b>TOTAL EXPENDITURES</b>	<b>3,079</b>	<b>-</b>	<b>-</b>	<b>3,079</b>	<b>104</b>	<b>114</b>	<b>2,408</b>	<b>453</b>	<b>-</b>	<b>-</b>

### FUNDING SCHEDULE (\$000s)

G.O. Bonds	3,079	-	-	3,079	104	114	2,408	453	-	-
<b>TOTAL FUNDING SOURCES</b>	<b>3,079</b>	<b>-</b>	<b>-</b>	<b>3,079</b>	<b>104</b>	<b>114</b>	<b>2,408</b>	<b>453</b>	<b>-</b>	<b>-</b>

### OPERATING BUDGET IMPACT (\$000s)

Energy			(146)	-	-	-	(47)	(49)	(50)
<b>NET IMPACT</b>			<b>(146)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(47)</b>	<b>(49)</b>	<b>(50)</b>

### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 24 Request	2,975	Year First Appropriation	FY23
Cumulative Appropriation	104	Last FY's Cost Estimate	3,079
Expenditure / Encumbrances	-		
Unencumbered Balance	104		

### PROJECT DESCRIPTION

This project provides for the design and construction of an improved building facade which includes window replacement and a new building exterior for Holiday Park Senior Center. The purpose of this project is to improve life expectancy of the facility and to support the County's 2035 goal of zero Green House Gas (GHG) emissions for the operation of the County facility. Holiday Park is centrally located in Montgomery County, and serves as a resource facility and wellness support for many diverse and varied interest groups. Seniors that use the Recreation sponsored center find social and life enrichment activities open to all. Holiday Park is Montgomery County's largest senior center, serving more than 500 adults over the age of 55 daily. There are numerous drop-in and pre-registration programs offered, including but not limited to health and wellness lectures, travelogues, finance management counseling, and musical performances.

### LOCATION

3950 Ferrara Dr, Silver Spring, MD 20906

### ESTIMATED SCHEDULE

Design work begins in Summer of 2023 with construction scheduled from summer of 2024 for a period of 18 months. This project will also coordinate the schedule for Americans with Disabilities Act (ADA) improvements.

### PROJECT JUSTIFICATION

The Holiday Park Senior Center Facility was built in 1960 and has original windows and facade. Windows are old and require replacement. The facade needs improvement to protect the building structure and reduce energy loss. Currently installed Photo Voltaic (PV) panels provides roughly 75% of the energy for the facility. With building facade improvements and additional PV panel installation under the current Energy Saving program, the facility will meet the County's 2035 goal of zero GHG emissions for the facility operation.

### OTHER

The project total cost is \$4.079 million with \$1 million funded by the Building Envelope Repair (P361501) project.

### COORDINATION

Mid County Regional Services Center, Department of Permitting Services, Department of General Services, Department of Recreation.



# Kennedy Shriver Aquatic Center Building Envelope Improvement (P721503)

Category	Culture and Recreation	Date Last Modified	03/14/23
SubCategory	Recreation	Administering Agency	General Services
Planning Area	North Bethesda-Garrett Park	Status	Final Design Stage
Required Adequate Public Facility	Yes		

	Total	Thru FY22	Rem FY22	Total 6 Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	Beyond 6 Years
<b>EXPENDITURE SCHEDULE (\$000s)</b>											
Planning, Design and Supervision	5,795	723	477	4,595	1,494	1,141	1,141	819	-	-	-
Site Improvements and Utilities	907	-	-	907	35	-	419	419	34	-	-
Construction	25,666	65	80	25,521	982	-	15,479	8,079	981	-	-
Other	276	-	-	276	11	-	127	127	11	-	-
<b>TOTAL EXPENDITURES</b>	<b>32,644</b>	<b>788</b>	<b>557</b>	<b>31,299</b>	<b>2,522</b>	<b>1,141</b>	<b>17,166</b>	<b>9,444</b>	<b>1,026</b>	<b>-</b>	<b>-</b>

<b>FUNDING SCHEDULE (\$000s)</b>											
G.O. Bonds	32,644	788	557	31,299	2,522	1,141	17,166	9,444	1,026	-	-
<b>TOTAL FUNDING SOURCES</b>	<b>32,644</b>	<b>788</b>	<b>557</b>	<b>31,299</b>	<b>2,522</b>	<b>1,141</b>	<b>17,166</b>	<b>9,444</b>	<b>1,026</b>	<b>-</b>	<b>-</b>

<b>APPROPRIATION AND EXPENDITURE DATA (\$000s)</b>			
Appropriation FY 24 Request	830	Year First Appropriation	FY18
Cumulative Appropriation	30,628	Last FY's Cost Estimate	32,644
Expenditure / Encumbrances	2,274		
Unencumbered Balance	28,354		

## PROJECT DESCRIPTION

The Kennedy Shriver Aquatic Center opened in 1989. It consists of a 50 meter competitive swimming and diving pool, a 200 foot water flume, a separate leisure pool with two hydrotherapy areas, and a diving tower. Since its opening, the center has had problems related to the movement and condensation of moist indoor air through the building's exterior masonry walls, resulting in roof leakage throughout the building. The original scope of the project was to remove and restore existing windows and louvers; remove the 4-inch masonry veneer block throughout the facility, and correct louvers, windows, and penetration flashings; install spray-applied wall insulation functioning as both air/vapor barrier system; install new exterior masonry veneer wall system; and replace the existing roof. During the design evaluation of the entire facility, a structural review was performed for the existing conditions and it was determined that the existing exterior walls will require significantly greater structural modifications than known prior to the evaluation, which has increased the project scope, budget, and schedule to complete the work. In addition, it was determined that the pool equipment and the HVAC systems were also at the end of useful life and also require full system replacements. The Office for Americans with Disabilities Act (ADA) Compliance in the Department of General Services also conducted a full review and design for implementation and remediation of all non-compliance issues at the Kennedy Shriver Aquatic Center. Taken in totality, the facility will require closure for a minimum of eighteen (18) months. Closure of the aquatic center is being coordinated with the Recreation Department and other CIP projects, including MLK Aquatic Centers and the anticipated opening of the South County Regional Recreation and Aquatic Center (Winter 2022), to limit the impact of closed indoor facilities on Recreation patrons. In order to facilitate a longer closure period for the Kennedy Shriver Aquatic Center project, a water heating system will be installed and weatherization of the shower rooms improved at the Glenmont Outdoor Pool to allow for extended season use of the outdoor pool both prior to Memorial Day and after Labor Day. These improvements will facilitate swim and revenue generating activities that would otherwise be eliminated or harmed by the extended closure of the Kennedy Shriver Aquatics Center.

## LOCATION

5900 Executive Boulevard, North Bethesda, Maryland.

## ESTIMATED SCHEDULE

Design work started in FY22 with some construction investigation continuing in FY23. Construction is scheduled to start in FY24 to ensure that the South County Recreation and Aquatic Center is fully operational before closing the Kennedy Shriver Aquatic Center.

## PROJECT JUSTIFICATION

During the design evaluation of the entire facility, a structural review was performed for the existing conditions and it was determined that the existing exterior walls will require significantly greater structural modifications than known prior to the evaluation, which has increased the project scope, budget, and schedule to complete the work. In addition, it was determined that the pool equipment and the HVAC systems were also at the end of useful life and also require full system replacements. The Office for Americans with Disabilities Act (ADA) Compliance in DGS also conducted a full review and design for implementation and remediation of all non-compliance issues at the Kennedy Shriver Aquatic Center.

## OTHER

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The refurbishment part of this project will be funded by Recreation Facilities Refurbishment (P722105).

## COORDINATION

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Department of General Services, Department of Recreation, Office of Management and Budget, Bethesda/Chevy Chase Regional Services Center, and Maryland-National Capital Park and Planning Commission.

