




The Maryland-National Capital Park & Planning Commission

May 24, 2012

TO: Montgomery County Planning Board

FROM: Joseph C. Zimmerman, Secretary-Treasurer 

SUBJECT: Operating Funds FY 2012 Nine Month Financial Report
Including Projections to June 30, 2012– Montgomery County

The nine month financial report for the period ending March 31, 2012 and projections to June 30, 2012 are attached. The reasons for the variances are highlighted below.

PROPERTY TAX

As of March 31, we have collected \$95,671,507 as compared to \$91,761,551 for last fiscal year or 98.34% of our Operating Fund tax revenues budget of \$97,292,300. The collection percentage is down .52% from last year's at a corresponding period of time. We are projecting property tax at 98.45% of budgeted level for all funds.

INTEREST REVENUE

Interest revenues are projected to be significantly lower than budgeted due to lower cash balances and continued minimal interest rates. Interest revenues to date in the Park Fund are negative due to the allocation of banking fees. Banking fees have historically been allocated equally between the two Park Funds.

ADMINISTRATION FUND

Revenues – Under budget \$132,923

1. Property tax collections are projected at 98.40% of budget which is \$408,123 lower than budgeted.
2. Fees and Charges are projected to be over budget by \$250,000 as a result of the receipt of several large projects. The Planning Department plans to use these additional revenues to offset the major portion of its projected tax revenue shortfall of \$285,650. The remainder of the shortfall will be recovered as part of the savings recognized in Intergovernmental Revenue mentioned in item 4 below.
3. Interest is projected to have a shortfall of \$5,000.
4. Zoning fees are running slightly higher than anticipated and should result in a favorable variance of \$15,600. Montgomery County Department of Transportation is providing

\$163,000 to fund transportation studies associated with the Bus Rapid Transit (BRT) planning. The total savings projected for Inter-governmental Revenue will be \$178,600.

5. Miscellaneous revenue is expected to have at least a favorable balance of \$1,600. It is an unbudgeted item and \$1,605 has been received to date.
6. Grants are projected to have a shortfall of \$150,000. This unfavorable variance will be offset by a positive variance in grant expenditures below.

Expenditures – Savings of \$875,000

1. The Planning Department is expecting a net savings of \$600,100. The Planning Department estimates an overall savings of \$1,288,800 due to salary lapse and hiring deferrals. With the Board's approval, the Department will request a transfer of approximately \$688,700 of these Personnel Savings to Other Services and Charges, to cover contract services with the University of Maryland and to support repairs to facilities. This leaves the net savings of \$600,100.
2. The Commissioners' Office is projecting savings of \$16,700, which represent their portion of the property tax revenue shortfall.
3. The Central Administrative Services Departments anticipate savings of \$98,700, which will represent their portion of the tax revenue shortfall. The Legal Department is anticipating an additional \$9,500 of projected savings due to salary lapse. This results in an overall net savings in Central Administrative Services Departments of \$108,200.
4. Grant Expenditures are expected to reflect a savings of \$150,000, which offsets the shortfall in grant revenue above.

Fund Balance

Based on these fund projections, the Fund Balance in the Administration Fund will increase by \$229,027 and total \$2,300,555 consisting of \$773,300 Designated for Contingences, \$105,500 Designated for Subsequent Years and \$1,421,755 of Undesignated Fund Balance at June 30, 2012.

PARK FUND

Revenues – Under Budget by \$1,228,424

1. Property tax collections are projected at 98.47% of budget which is \$1,099,824 lower than budgeted.
2. Fees and charges revenue is expected to be lower than budgeted by \$67,200 due to fewer registrations at the Nature Centers. Some programs have been reduced or have become unavailable due to a decrease in staff to operate programs.
3. Concessions and rentals are expected to be over budget by \$174,300. \$64,500 of these additional revenues is related to Property Management and is mainly due to an increase in building rentals at the Seneca Day Camp/Farm and the Poole's Store location. In addition, rental fees have been increased and there have been some collections of unanticipated late fees along with the collection of delinquent rent and a new agricultural lease. An additional \$109,800 in the Park Fund is the result of much greater than anticipated birthday parties at the Nature Centers and additional rentals of Park Activity buildings.
4. Interest income is expected to have a shortfall of \$110,500.
5. Miscellaneous Revenue is projected to be under budget by \$125,200. Projected donations have not been realized in this challenging economic climate. Tree sales from Pope Farm are expected to be considerably less than anticipated due to a surplus in the local tree market.

Expenditures – Savings of \$1,910,300

1. The Park Fund divisions, not including Support Services, are expecting to realize overall savings of \$1,228,100.
2. Personnel Services savings other than Support Services are expected to be \$1,683,800 as a result of vacancies and hiring deferrals in several of the divisions and Property Management, which helps to offset the tax revenue shortfall. With the Board's approval, staff will ask for budget transfers to be moved to Supplies and Materials and Other Services and Charges to cover technology needs.

3. A net overage of \$123,200 is expected to be realized in Other Services and Charges primarily due to the hiring of a Help Desk contract in lieu of career employees. Staff will ask for the Planning Board approval to move funding from personnel savings to Other Services and Charges to pay for this contract.
4. Chargebacks of \$322,000 are not expected to be realized for a variety of reasons including hiring delays, some project work being less than anticipated, and some of the time that was expected to be charged back to CIP is being charged directly to the Water Quality Project.
5. Supplies and Materials is estimated to have an overage of \$10,500.
6. The overage in Support Services is forecast to be \$151,300. An overage of \$259,700 in Personnel is the result of two contract employees that were not budgeted as well as Group LTD costs. A \$60,000 overage in Supplies and Materials is the result of automated external defibrillator purchases (approximately 30 at \$1,900 each) that were not in the budget. Other Services and Charges are under budget by \$168,400 for utility cost savings primarily due to the extremely mild winter.
7. Debt Service is projected to have a savings of \$833,500. The new bond issue took place in April and will not realize any principal or interest costs until next fiscal year.


Fund Balance

Based on these projections, the Park Fund balance will decrease by \$316,754 and total \$4,874,584 consisting of \$2,308,900 Designated for Contingencies, \$487,700 Designated for Subsequent Years and \$2,077,984 Undesignated Fund Balance at June 30, 2012.



MEMO

THE MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMMISSION
Department of Finance, Office of Secretary-Treasurer

TO: Commissioners 
FROM: Joseph Zimmerman, Secretary-Treasurer
SUBJECT: Montgomery County Property Tax Revenue Report - March 31, 2012

April 10, 2012

The following is the latest data with respect to collections of property taxes for Fiscal Year 2012. The tabulations compare actual collections for the past three years, and the current year through March 31, 2012.

FUND ALLOCATION FOR FY 2012

FUND	ADOPTED BUDGET			ACTUAL			ESTIMATE - FY2012		
	TAX RATE (CENTS)		AMOUNT	AMOUNT (a)	% OF BUDGET	REMAINING MONTHS	FOR YEAR	% OF BUDGET	FAVORABLE VARIANCE
	PERSONAL	REAL							
Administration	4.30	1.70	25,457,500	25,017,349	98.27	32,028	25,049,377	98.40	(408,123)
Park General	12.00	4.80	71,834,800	70,654,158	98.36	80,818	70,734,976	98.47	(1,099,824)
Total-Operating	16.30	6.50	97,292,300	95,671,507	98.33	112,846	95,784,353	98.45	(1,507,947)
Advance Land	0.30	0.10	1,740,100	1,705,482	98.01	11,996	1,717,478	98.70	(22,622)
TOTAL	16.60	6.60	99,032,400	97,376,989	98.33	124,842	97,501,831	98.45	(1,530,569)

HISTORICAL INFORMATION

FISCAL YEAR		COUNTY-WIDE ASSESSABLE BASE			TOTAL ADOPTED BUDGET	ACTUAL THRU 3/12			TOTAL FOR YEAR		
		(BILLIONS)		TAX RATE (CENTS)		AMOUNT	% OF BUDGET	% OF ACTUAL	REMAINING MONTHS	AMOUNT	% OF BUDGET
		BUDGET	ACTUAL								
2009	Personal	4.02	3.92	18.20	105,754,600	103,196,849	97.58	97.34	2,823,658	106,020,507	100.25
	Real	158.79	158.13	7.30							
2010	Personal	4.05	4.12	17.30	106,480,400	104,574,862	98.21	97.52	2,662,614	107,237,476	100.71
	Real	169.76	167.10	6.90							
2011	Personal	4.14		15.30	94,628,240	92,985,923	98.26	99.08	861,685	93,847,608	99.18
	Real	170.48		6.10							
2012	Personal	4.04		16.60	99,032,400	97,376,989	98.33	99.87	124,842	97,501,831	98.45
	Real	163.70		6.60							

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE NINE MONTHS ENDING MARCH 31, 2012 AND
AND ESTIMATIONS TO JUNE 30, 2012
MONTGOMERY COUNTY
ADMINISTRATION FUND

REVENUES	BUDGET FY2012	ACTUAL 03/31/12	PROJECTION FY2012	VARIANCE FAVORABLE (UNFAVORABLE)
Property Taxes	\$ 25,457,500	\$ 25,017,349	\$ 25,049,377	\$ (408,123)
Fees & Charges	205,000	408,003	455,000	250,000
Interest	60,000	43,303	55,000	(5,000)
Grants	150,000	-	-	(150,000)
Intergovernmental	385,400	401,033	564,000	178,600
Miscellaneous Revenue	-	1,605	1,600	1,600
TOTAL REVENUES (A)	26,257,900	\$ 25,871,293	\$ 26,124,977	\$ (132,923)
Fund Balance - Designated for Contingencies	764,800			
Fund Balance - Designated for Current Year	513,050			
TOTAL	\$ 27,535,750			
Real Property Tax Rates - (cents)	1.7			
Personal Property Tax Rates (cents)	4.3			
Real Assessable Base (Billions)	142.794			
Personal Property Assess. Base (billions)	3.342			
EXPENDITURES				
Commissioners' & Admin. Support Office	\$ 1,081,400	\$ 807,344	\$ 1,064,700	\$ 16,700
Planning Services:				
Programs and Management	14,926,350	9,292,285	14,419,550	506,800
Support Services	2,119,800	1,134,856	2,026,500	93,300
Grants	150,000	-	-	150,000
Total Planning Services	17,196,150	10,427,141	16,446,050	750,100
Subtotal	18,277,550	11,234,485	17,510,750	766,800
Central Administrative Services (CAS):				
Dept. of Hum. Res. & Mgmt.	1,775,300	1,108,174	1,747,900	27,400
Department of Finance	2,791,016	1,825,348	2,747,816	43,200
Internal Audit Division	148,048	105,203	145,748	2,300
Legal Department	1,159,022	770,190	1,131,622	27,400
Support Services	443,514	358,591	436,614	6,900
Merit System Board	66,750	45,667	65,750	1,000
	6,383,650	4,213,173	6,275,450	108,200
Non-Departmental	831,750	811,749	831,750	-
TOTAL OPERATING EXPENDITURES	25,492,950	16,259,407	24,617,950	875,000
Transfers, Net	1,278,000	1,278,000	1,278,000	-
TOTAL EXPENDITURES AND TRANSFERS (B)	26,770,950	17,537,407	25,895,950	875,000
Reserve	764,800			
TOTAL FUNDS REQUIRED	\$ 27,535,750			
Revenues over (under) Expenditures (A-B)	\$ (513,050)	\$ 8,333,886	\$ 229,027	\$ 742,077
Beginning Fund Balance	2,071,528		2,071,528	
Ending Fund Balance	\$ 1,558,478		\$ 2,300,555	
ELEMENTS OF FUND BALANCE:				
Designated for Contingencies	\$ 764,800		773,300	
Designated for Subsequent Years	-		105,500	
Undesignated	793,678		1,421,755	
Total Fund Balance	\$ 1,558,478		\$ 2,300,555	

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Schedule of Expenditures and Encumbrances
FOR THE NINE MONTHS ENDING MARCH 31, 2012 AND
AND ESTIMATIONS TO JUNE 30, 2012
MONTGOMERY COUNTY
ADMINISTRATION FUND

EXPENDITURES	BUDGET FY2012	ACTUAL 03/31/12	PROJECTION FY2012	VARIANCE FAVORABLE (UNFAVORABLE)
Planning				
Director of Planning	\$ 932,800	\$ 503,413	\$ 855,000	\$ 77,800
Management Services	3,680,300	2,340,048	3,550,300	130,000
Functional Planning and Policy	2,420,100	2,061,997	2,490,900	(70,800)
Area 1	1,410,400	824,480	1,341,100	69,300
Area 2	1,854,300	1,016,514	1,793,000	61,300
Area 3	1,894,600	1,112,570	1,800,500	94,100
Dev. App & Reg. Coordination	1,040,250	279,639	914,150	126,100
Ctr. For Research and Information Systems	1,693,600	1,153,624	1,674,600	19,000
Total Planning Programs and Management	\$ 14,926,350	\$ 9,292,285	\$ 14,419,550	\$ 506,800

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE NINE MONTHS ENDING MARCH 31, 2012 AND
AND ESTIMATIONS TO JUNE 30, 2012
MONTGOMERY COUNTY
PARK FUND SUMMARY

REVENUES	BUDGET FY2012	ACTUAL 03/31/12	PROJECTION FY2012	VARIANCE FAVORABLE (UNFAVORABLE)
Property Taxes	\$ 71,834,800	\$ 70,654,158	\$ 70,734,976	\$ (1,099,824)
Fees & Charges	1,191,300	594,440	1,124,100	(67,200)
Concessions & Rentals	1,251,000	1,092,096	1,425,300	174,300
Interest - Operations	120,000	(2,547)	5,500	(114,500)
Interest - CIP	2,000	172	6,000	4,000
Grants	400,000	28,140	400,000	-
Intergovernmental Revenue	1,509,300	1,509,300	1,509,300	-
Miscellaneous Revenue	294,000	104,264	168,800	(125,200)
TOTAL REVENUES (A)	76,602,400	73,980,023	75,373,976	(1,228,424)
Fund Balance - Designated for Contingencies	2,158,800			
Fund Balance - Designated for Current Year	998,630			
TOTAL	\$ 79,759,830			
Real Property Tax Rates - (cents)	4.8			
Personal Property Tax Rates (cents)	12.0			
Real Assessable Base (billions)	142.794			
Personal Property Assess. Base (billions)	3.342			
 EXPENDITURES				
Operating Divisions	\$ 60,857,130	\$ 42,928,765	\$ 59,629,030	\$ 1,228,100
Support Services	9,949,800	8,051,758	10,101,100	(151,300)
Grants	400,000	46,053	400,000	-
Non-Departmental	1,692,200	1,669,130	1,692,200	-
TOTAL OPERATING EXPENDITURES	72,899,130	52,695,706	71,822,330	1,076,800
Debt Service	4,351,900	2,817,566	3,518,400	833,500
Transfers, Net	350,000	-	350,000	-
TOTAL EXPENDITURES (B)	77,601,030	55,513,272	75,690,730	1,910,300
Reserve	2,158,800			
TOTAL FUNDS REQUIRED	79,759,830			
Revenues over (under)				
Expenditures (A-B)	\$ (998,630)	\$ 18,466,751	\$ (316,754)	\$ 681,876
Beginning Fund Balance	5,191,338		5,191,338	
Ending Fund Balance	\$ 4,192,708		\$ 4,874,584	
 Elements of Fund Balance:				
Designated for Contingencies	\$ 2,158,800		2,308,900	
Designated for Subsequent Years	-		487,700	
Undesignated	2,033,908		2,077,984	
Total Fund Balance	\$ 4,192,708		\$ 4,874,584	

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Schedule of Expenditures and Encumbrances

FOR THE NINE MONTHS ENDING MARCH 31, 2012 AND

AND ESTIMATIONS TO JUNE 30, 2012

MONTGOMERY COUNTY

PARK FUND SUMMARY

	<u>BUDGET</u> <u>FY2012</u>	<u>ACTUAL</u> <u>03/31/12</u>	<u>PROJECTION</u> <u>FY2012</u>	<u>VARIANCE</u> <u>FAVORABLE</u> <u>(UNFAVORABLE)</u>
EXPENDITURES:				
Director of Parks	\$ 866,400	\$ 672,625	\$ 904,200	\$ (37,800)
Management Services	3,243,630	2,017,299	3,223,730	19,900
Public Affairs and Community Partnerships	1,866,000	1,345,052	1,930,600	(64,600)
Park Development	2,976,600	1,986,876	2,767,600	209,000
Park Planning and Stewardship	3,038,900	2,243,559	3,135,500	(96,600)
Park Police	11,344,200	7,818,906	10,758,700	585,500
Horticulture, Forestry & Environ Education	7,170,500	5,102,432	7,017,500	153,000
Facilities Management	10,099,500	7,477,876	9,891,600	207,900
Northern Parks	7,876,800	5,549,374	7,840,800	36,000
Southern Parks	11,436,600	8,308,664	11,326,800	109,800
Property Management	938,000	406,102	832,000	106,000
Total Operating Divisions	<u>60,857,130</u>	<u>\$ 42,928,765</u>	<u>\$ 59,629,030</u>	<u>\$ 1,228,100</u>

RECONCILIATION OF BUDGETED TRANSFERS:

Transfer from Planning	\$ 700,000	\$ -	\$ 700,000	\$ -
Transfer to CIP	(350,000)	-	(350,000)	-
Total Transfers	<u>\$ 350,000</u>	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ -</u>