



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Department of Parks, Montgomery County, Maryland
9500 Brunett Avenue Silver Spring, Maryland 20901

MCPB Date: 7/30/2015
Agenda Item 15

MEMORANDUM

DATE: July 21, 2015

TO: Montgomery County Park Commission

VIA: Michael F. Riley, Director of Parks *MR*
 Mitra Pedoeem, Acting Deputy Director *Mitra Pedoeem*
 Shuchi Vera, Division Chief, Management Services *S.V.*

FROM: Trish Swann, Acting Budget Manager *Trish Swann*

SUBJECT: FY16 Budget Adjustments

STAFF RECOMMENDATION:

Approval of the Request for FY16 Budget Adjustments for the Department of Parks.

BACKGROUND:

All budget adjustments over \$50,000 require Planning Board approval.

In FY16, the Department of Parks transferred the Exhibit Shop operation from the Public Affairs & Community Partnerships Division to the Facilities Management Division to consolidate the sign making capabilities, and other exhibits within the construction management arm of the Department.

The Department requests approval to adjust the FY16 divisional line item budgets, as shown below, to accommodate this specific need.

REQUEST APPROVAL:

Transfer \$168,131 from the Public Affairs & Community Partnerships Division to the Facilities Management Division

<i>From Division</i>	<i>To Division</i>	<i>Expense</i>	<i>Amount</i>
Public Affairs and Community Partnerships	Facilities Management	Personnel	\$129,131
		Supplies & Materials	\$ 49,000
		Chargeback	\$ -10,000
		Total	\$168,131

Approved by the Planning Board: _____

Date: _____