MCPB# 2
November 21, 2013

MEMORANDUM (Updated on November 18)

TO: Montgomery County Planning Board

VIA: Gwen Wright, Planning Director

FROM: Rose Krasnow, Deputy Director
Mark Wulff, Acting Chief, Management Services Division

SUBJECT: Planning Department FY15 Proposed Budget

Action Requested: Approval of the FY15 Proposed Budget funding and staffing levels.

Background
On October 10, 2013, the Planning Board provided guidance and direction for development of the Planning Department's proposed FY15 Budget. The Planning Board directed staff to increase the budget to cover the Department's major known mandatory commitments and obligations and to add essential needs requested.

FY15 Proposed Budget Overview
The Planning Department's FY15 proposed budget is $19,066,399 (please see details in the chart on the following page), which reflects the base budget with mandatory commitments, essential needs and an assumption for personnel costs adjustment. The Planning Department is requesting funding for one existing, but currently unfunded, position in FY15 and is proposing an ambitious set of projects as reflected in Attachment 1, Master Plan and Major Projects Schedule, and Attachment 3, Work Program Crosswalk. The FY15 proposed budget is an increase of **5.7%** over the Adopted FY14 budget.

The Department has projected costs associated with personnel that will increase the budget. At this time, the known costs are listed below, however, the amounts are approximate. There may be additional minor refinements.

The following outlines the Department's FY15 budget request:

***FY14 Adopted Budget**	**$18,033,605**
Reduction due to onetime funding in FY14	($525,000)
Revised FY14 Budget	**$17,508,605**

FY15 BASE BUDGET

Personnel Costs	$441,155
**Benefits	$286,239
Chargebacks (CAS)	$32,000
Other Operating Changes	$0
Transfer to DR Special Revenue Fund	$0
Subtotal change to the Base Budget Request	**$759,394**
Estimated Percent Change in Base from revised FY14	**4.3%**

Base Plus Essential Needs Request

Information Technology (IT) Upgrades	$198,400
Consulting funding for Co-Location Of Public Facilities	$100,000
Consulting Funding for Functional Plan for Housing	$250,000
Funding for one existing, but currently unfunded position in FY15 for Travel Demand Forecasting	$125,000
Consulting Funding For Travel Demand Forecasting	$125,000
Subtotal Essential Needs Request	**$798,400**
Essential Needs as % of Revised FY14	**4.6%**
Total FY15 Proposed Budget	**$19,066,399**

Total Increase in FY15 Proposed Budget Request over Revised FY14 Budget	**$1,557,794**
Estimated Percent Change in Total Request over revised FY14	**8.9%**
Total Increase in FY15 Proposed Budget Request over Adopted FY14 Budget	**$1,032,794**
Estimated Percent Change in Total Request over Adopted FY14	**5.7%**

Notes:

Memo submitted on November 8, 2013 calculated percentage changes from the adopted FY14 budget. In this version, percentage changes are from the Revised FY14 budget and the adopted FY14 budget. The assumptions for Personnel Costs adjustment is factored into the calculation.. This was done to be consistent with the chart from the CAS Budget office.

* FY14 Adopted Budget does not include $70K in Special Appropriation for GIS Virtualization Project.

**Benefits have been adjusted since the last memo of November 8, 2013 to reflect a Pension Adjustment.

The following are the details for the items noted above as increases to one-time/ongoing funding:

- $198,000 increase in FY15 **one-time** funding for Information Technology (IT) Upgrades;

- $100,000 increase in FY15 **one-time** funding for Consulting services for the Functional Plan for Public Facilities;
- $250,000 increase in FY15 **one-time** funding for Consulting services for the Functional Plan for Housing;
- $125,000 increase in FY15 **one-time** funding for Consulting services for Travel Demand Forecasting ; and
- $125,000 increase in FY15 **ongoing** funding for one existing, but currently unfunded, position for Travel Demand Forecasting.

MONTGOMERY COUNTY PLANNING DEPARTMENT
SUMMARY OF DEPARTMENT BUDGET
Summary of Expenditures by Division
PROPOSED BUDGET FISCAL YEAR 2015

	FY14 Approved Budget	FY15 Proposed Budget	% Change
Planning Department			
Office of The Planning Director	$1,071,804	$760,790	-29.02%
Management Services*	$3,756,982	$2,090,344	-44.36%
Functional Planning & Policy	$2,746,447	$2,554,283	-7.00%
Area 1	$1,690,117	$1,700,957	0.64%
Area 2	$1,997,601	$1,979,451	-0.91%
Area 3	$1,968,882	$2,026,868	2.95%
Dev. Applications & Regulatory Coordination	$822,084	$769,400	-6.41%
Center for Research & Information Systems*	$1,976,988	$0	-100.00%
Information Technology & Innovation (ITI)*	$0	$3,286,892	-
Research & Special Projects*	$0	$1,400,159	-
Support Services	$1,852,700	$1,906,100	2.88%
Assumptions for the Personnel Costs adjustment		$441,155	
Grants	$150,000	$150,000	0.00%
Total Planning Department Operating**	**$18,033,605**	**$19,066,399**	**5.73%**

Notes:

*In FY15 Center for Research division is split in to two groups. GIS staff is moved to the new ITI division and Research staff is moved to the new Research and Special Projects Division. Entire IT staff from the Management & Technology Division is also moved to the new ITI division.

** FY14 Total Planning Department Operating Budget does not include $70K in Special Appropriation for GIS Virtualization Project.

** FY15 Total Planning Department Proposed Operating Budget has been reduced by $199,386 to reflect a pension adjustment since the last memo of November 8, 2013.

Staffing and Lapse

For FY15, the Department plans to maintain an approximate 4.5% lapse rate (consistent with FY14 lapse rate). The Planning Department's proposed staffing level of 151 positions (144.85 workyears) includes: 138.85 funded workyears, 6 lapsed workyears, and five unfunded positions. This reflects a change from FY14 in terms of providing funding for one of the six positions that have been unfunded since FY1. The approved FY13 and FY14 budgets included six unfunded and six lapsed positions

Fees and Revenue Estimates

The majority of the Department's budget is tax supported, funded through the Administration Fund. There are also revenues received through charges for services, fees for materials and established Special Revenue Funds. The Department anticipates $210,000 in fees from Service Charges and other program fees in FY15. The Department also requests a continued appropriation of $360,400 in revenue from the Water Quality Protection Fund to offset costs that will be incurred in FY15 to provide specific activities consistent with the intent of the Fund such as compliance with National Pollutant Discharge Elimination System permit requirements. The Department anticipates the following fees and revenues from non-tax supported sources in FY15 which do not include interest revenues:

- $20,000 Traffic Mitigation Program
- 0** Historic Preservation – County Non-Departmental Account
- $20,000 GIS Data Sales
- $25,000 Environmental/Forest Conservation Penalties
- $1,810,000 Development Review Special Revenue Account
- $15,000 Development Automation Process (DAP)
- $45,000 Forest Conservation

$1,935,000 Total

**Starting in FY14, Council approved the inclusion of funding for the historic preservation services provided to the Historic Preservation Commission in the Planning Department's base budget rather than funding it through a Non Departmental Account (NDA).

Detailed schedules related to these funds are contained in **Attachment 4**.

Transfers (Out)

The Department has, for the past several years, requested a transfer from the Administration Fund into the Development Review Special Revenue Fund in recognition of the fact that revenues received may not cover the costs of review. The fund, however, has performed well in FY12 and FY13, primarily due to the fees collected for various large projects in CR zones. This has resulted in a significant fund balance. Due to this large balance, Council did not approve a transfer in FY14. We will be able to eliminate the need for a transfer for one more year (FY15). We anticipate needing at least a partial transfer in FY16.

Work Program Overview

The Planning Department's FY15 work program is organized into four major components: (1) Master Planning Program; (2) Regulatory Planning Program; (3) Information Resources; and (4) Management and Administration. The significant work products anticipated within each program component during FY15 are as follows:

1. Master Planning Program
    - Delivery and Council Approval of two Small Area Plans
        - Sandy Spring Rural Village
        - Aspen Hill Center/Vitro
    - Delivery of one Major Master Plan
        - Bethesda Central Business District
    - Start and Planning Board Review of one Small Area Plan
        - Lyttonsville
    - Start on three to four Small Area Plans
        - Gaithersburg East/Montgomery Village
        - Potomac Village
        - Rock Spring
        - Limited Master Plan Amendment TBD
    - Complete and deliver a Functional Plan for Co-Location of Public Facilities.
    - Begin work on: Subdivision Staging/Growth Policy, an update to the Master Plan of Highways to make technical corrections, and a Functional Master Plan for Housing

All information, including the schedules for the work program described above, is included in the Master Plan and Major Projects Schedule, which is **Attachment 1**.

2. Regulatory Program

    - Zoning Rewrite: The Planning Board reviewed the Zoning Rewrite and transmitted the final document to the County Council in Summer 2013 for review. During Fall 2013, the PHED Committee has reviewed the Zoning Rewrite and the accompanying district map amendment. Council action is expected in Winter 2014.

    - The joint adoption of the new zoning ordinance and accompanying district map amendment will include the approval of an official, digital zoning map to be maintained by the Planning Department.

    - In FY15, it is anticipated that we will revisit the adopted code and new district map to make any necessary revisions based on the first six months experience under the new rules.

- Based on the outcome of the Zoning Rewrite Project, the Department will undertake a review of the development review process to ensure consistency with the new Zoning Ordinance. We will also initiate a rewrite of Chapter 50, the Subdivision Regulations.

3. Information Resources

- The Department completed the workflow programming for several different development application types to allow the review of plans to occur online using ProjectDox and integrated those processes with the existing Hansen database. The programming included the storage component for electronic plan submission and capacity for all of the reviewing agencies and utilities to enter data and file comments for each application. Preliminary plan and site plan on-line applications became operational as of Sept 2012. During FY14, on-line applications for record plats, Natural Resource Inventories and Forest Conservation Exemptions should be available. FY15 efforts will be focused on ensuring the smooth operation of the online review system and continued programming of the remaining development application types.

- The Department will produce quarterly economic, demographic, and housing trend sheets.

- The Department will perform continued analysis of the Census 2010 as information releases are made available.

- In conjunction with COG, the Department will be preparing the regional forecast (8.3) for employment. Forecast 9.0, due in January of 2015 will look at population, households and employment.

4. Management and Administration

The Department plans to focus on a number of areas in FY15: skills development, cross-training, mentoring, and professional continuing education/training. The Department hopes to make progress in career development and personnel development efforts and feels that this will benefit both staff and the overall organization. Succession planning and development of back-up strength for key functions in the Management Services Division are of special interest.

FY 15 ESSENTIAL NEEDS AND DISCUSSION OF NEW INITIATIVES

The FY15 budget for the Planning Department reflects only a few changes to the organizational structure of the department. Specifically, the IT and GIS functions are being combined into one new division that will be called Information Technology and Innovation (ITI). IT staff from Management Services and GIS staff from the Center for Research and Information Services will be shifted into this new division. The division that was previously called the Center for Research and Information Services will be reframed as the Research and Special Projects Division, and will be expanded to include staff who had been assigned to the Director's Office.

In addition to these organizational shifts, there are a number of new initiatives that are being proposed. These new initiatives focus both on ways to reimagine and reinvigorate our master planning activities, as well as ways to address significant planning issues and concerns that face Montgomery County.

To the first point, Montgomery County is a maturing community. MNCPPC was founded as a bi-county regional planning agency and, because of this, much of the master plan emphasis of the Planning Department over the last 80 to 90 years has been on looking at large planning issues and networks that affect the county as a whole. However, the time has come to begin focusing on planning activities that reflect the maturity of the county. To create the vibrant mixed use communities that we desire, we must begin focusing on a finer grain type of plan – similar to what is done in local municipalities like Rockville and Gaithersburg and in nearby cities like the District of Columbia and Alexandria. At the same time, we need to continue functional planning for larger, overarching issues that do affect many areas of the county.

Attached, there is a draft work program for the next several years for the Board to consider. The work program that is being recommended includes three types of plans: 1) plans that update older plans for larger geographic areas such as Bethesda CBD and Aspen Hill, 2) a number of smaller neighborhood plans that focus on more limited geographic areas and allow for a more detailed type of planning (including one Minor Amendment slot to be determined prior to the start of the fiscal year), and 3) several larger functional planning efforts that focus on critical issues such as housing and public facilities. Consideration has been given to spreading the work efforts equally among divisions within the Planning Department and producing three to four deliverable products to the Council each fiscal year.

In terms of new initiatives that require additional funding, we are proposing four. The first relates to IT upgrades and updating of our IT Strategic Plan. The second is a major effort to take a new look at travel demand forecasting. This work will require both consultant dollars and one new transportation planner position. The third is a proposal for a functional plan that looks at new ways to make the most efficient use of public facilities - consultant dollars are being requested. The fourth initiative is a proposal to look at housing in Montgomery County, with a focus on several different issues including affordable housing and appropriate treatment of older garden apartment complexes. Again, consultant dollars are being requested.

And last, but not least, there are two smaller new initiatives that can be accommodated within our existing staff workyears. One is an update of the Rustic Roads functional master plan. We have received a number of requests from citizens to take a look at rustic roads, particularly in the

Olney/Sandy Spring area. The final new project, which also can be accommodated within the existing staff workyears, is an effort to continue working on sustainable neighborhoods. The Planning Department has been looking at ways that large development projects can be designed to reduce the carbon footprint, conserve energy, and preserve the natural environment. This effort will be an examination of the current practices and recommendations for improvements and new practices in the effort to make new developments more sustainable.

More information about each of the essential needs and major new initiatives is included below:

Information Technology (IT) Upgrades - $198,400

Technology is advancing rapidly. Increasing numbers of staff are moving away from desktop computers to using smart phones, laptops and tablets to work more efficiently. Advances in software and communications systems allow staff to perform more intricate analysis and provide better customer support both internally and externally.

The IT upgrades request includes funding for desktop virtualization software moving us towards new technology and eliminating the need for desktop PCs; software to remotely manage mobile devices; a monitoring system for all AVAYA communications servers, gateways, and networks in real time; upgrading the Tamberg video conferencing units; and upgrading the VOIP for E911. Most of these requests are split between the Department of Parks and the Planning Department.

The last time the Departments of Park and the Planning Department developed an IT Strategic Plan was in 2005. In order to keep current, the request also includes funding from each department to hire a consultant to upgrade the IT Strategic Plan.

Functional Plan for Public Facilities - Consultant: $100,000

The recent economic downturn has been viewed in many jurisdictions as a wake-up call to look at the way government agencies consider the use of public assets, including parks and schools. More and more public agencies are looking at innovative ways to efficiently use and share the resources they do have, since, local governments, parks, and school districts, for example, serve the same families and communities. By looking at sharing assets, both capital and real estate, the public can benefit from collocation as a way to more efficiently and cost-effectively provide facilities such as parks, schools, community health centers, swimming pools, libraries, or other public amenities or services. By expanding the approach, other important public policy goals, such as affordable housing, could also begin to be addressed.

As in many other jurisdictions, collocation of public facilities in Montgomery County could help provide various benefits to more efficiently use public land assets, and capital funds, and reduce overall operating costs. In addition, the collocated and shared use of public assets could further help build and sustain active, healthy communities and vibrant neighborhoods. Smart growth advocates a new conversation around the idea of creating "complete communities." Complete communities provide a variety of homes, jobs, shops, services and amenities close to transit and rail stations, or bus stops. This approach allows people the option to walk, bicycle, or take transit

rather than drive a car to run errands, visit friends, exercise, or get to work or school. Collocating public facilities could help support this approach.

During FY 14, staff began working in collaboration with the Montgomery County Public Schools on a study about collocating facilities. The Council budgeted $50,000 towards this effort, and staff has been actively working on this project. Most recently GIS mapping of publicly owned property and facilities was completed. A natural and important extension of this effort is looking at other types of public facilities in the County that could benefit from collocation, in support of the concept of building complete communities. There are many exciting projects in the region and across the country that demonstrate how the creative use of public facilities and collocation of different uses can provide the public with multiple benefits. Just as mixing commercial and residential uses is becoming the norm for new development in Montgomery County, finding ways to go beyond stand-alone public facilities to create a mix of beneficial uses on public land is a worthwhile issue to study.

Staff anticipates that this effort would involve many different public and private sector stakeholders – including DGS, the Police, the Fire Department, MCPS, DPS, and others.

Functional Plan for Housing – Consultant: $250,000

While Montgomery County has been at the forefront of exploring and implementing new and innovative ways to provide affordable housing, there is still much to do. Although the median mortgage and the percent of owner-occupied households in the County burdened by excessive mortgage costs both declined between 2008 and 2012, an estimated 43,606 owner-occupied households still met the guidelines for being mortgage-burdened in 2012. Burdensome housing costs are defined as a household that spends 35 percent or more of its income on a mortgage or rent.

The County's renter households meeting the housing cost burden threshold remained unchanged between 2008 and 2012, but were still a significant 40.5%, even as median rent stabilized over the last three years. Montgomery County also did not see an increase in its regional share of burdened renter households during the four years, but it was one of four jurisdictions in the region where the percentage of rent-burdened households was at least 40 percent.

In April 2011, the County Council approved the Housing Element of the General Plan and in May the Housing Element was adopted by the Maryland National Capital Park and Planning Commission. The Housing Element of the General Plan is an amendment to the Housing Element of the 1993 General Plan Refinement; it makes recommendations for housing in Montgomery County and identifies policy objectives, regulatory reforms, and land use strategies needed to accomplish the recommendations.

In October 2012, the Department of Housing and Community Affairs (DHCA) forwarded the Draft 2012 Housing Policy to the Montgomery County Council for consideration. The Planning, Housing, and Economic Development Committee (PHED) of the County Council held several worksessions on the proposed draft during 2013. In the coming year, the PHED Committee will resume its discussion and review of the Draft 2012 Housing Policy.

Given this background and previous work, a county-wide functional plan for housing would address a wide variety of issues these policy documents have touched on, but have not provided the specifics for implementation. These include developing new models to preserve existing affordable units, looking at ways to appropriately address existing older garden apartments, providing more opportunities and incentives to create new affordable units, and addressing housing as an economic development issue. The proposed Functional Plan for Housing will build upon the excellent work already undertaken by these and other previous studies and provide specific recommendations for implementation tools. Such an effort will require collaboration and partnerships between various agencies, private sector housing developers, and the broader community. Key participants would also include Planning, DHCA, HOC, and other not-for-profit housing groups.

Travel Demand Forecasting – Consultant: $125,000 and funding for one existing, but currently unfunded position $125,000 per year

Transportation modeling is one of the key elements in our master planning and Subdivision Staging Policy (SSP) work. Our FY14 work program includes adapting the new version of the Council of Governments' regional travel demand model to better reflect Montgomery County conditions and using it (along with other tools) to integrate transit (including the Council adopted Countywide Transit Corridors Functional Master Plan) and test its use for Transportation Policy Area (TPAR) applications in master planning and the SSP. This model has increased functionality and improved transit modeling capability. This tool will help us better understand the regional and policy area impacts of different network improvements, transit service options and land use alternatives. In addition, we have been testing the use of new tools for local area (intersection) modeling.

The current tool we use to forecast local intersection performance has served us well. However, the application of this tool is not user-friendly and the software used to implement the process is no longer supported by the vendor. We have been using professional services to augment our work and conduct Highway Capacity Manual (HCM) analyses since the new SSP standards have been adopted. We propose to update and automate our in-house process to accommodate both Critical Lane Volume (CLV) and HCM analyses. Staff will explore options to replace this tool. One option is to integrate the intersection analysis into our regional transportation model and develop a set of customized scripts and spreadsheets that would yield forecasts we need. The other option is to adopt an enhanced version of a micro-simulation travel demand modeling tool developed by the University of Maryland (UMD). The UMD model has been applied at the corridor-level (on behalf of MDSHA) in support of the evaluation of the impact of the ICC on local traffic. This tool appears to have potential to be applied at the subarea-level, as well.

We would need consultant resources to support the continued evaluation and refinement of these options, with the goal of identifying the most appropriate tool by the end of FY 15.

The current staff position hired to focus primarily on transit and bicycle-related planning projects for the Department has been re-assigned during the past few years to support local area modeling for master planning. With the increasing need for skilled local area modeling expertise along with needs for follow-through planning for pedestrians, bicycles and transit, we propose to hire an experienced transportation planner/modeler with local area modeling experience and a skill set that includes both CLV and HCM/Synchro analysis skills. This will allow us to devote more time to both efforts and assure that the results of the updated travel demand modeling tools are effectively integrated into our modeling system.

SUMMARY

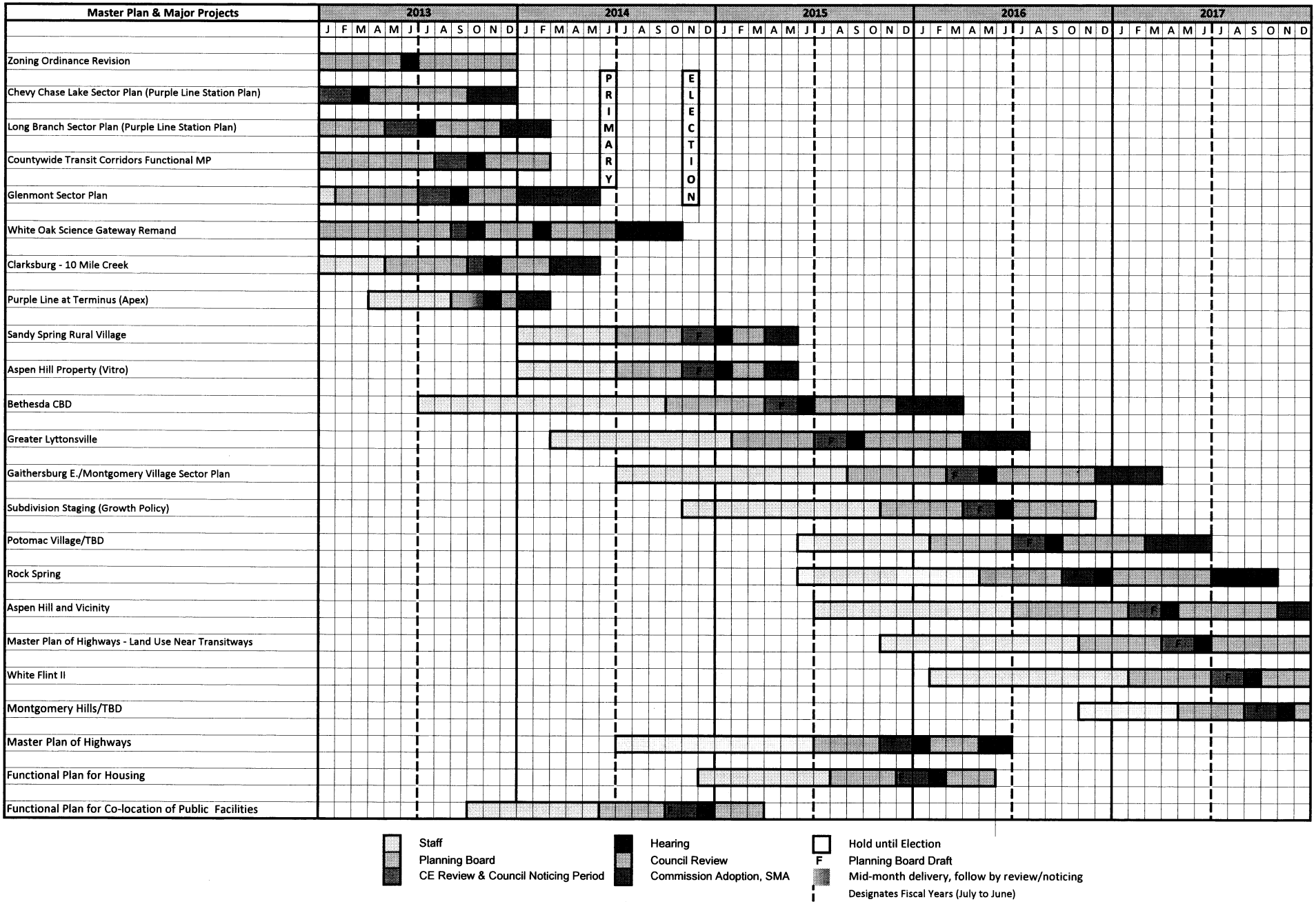
In developing the FY15 Proposed Budget, the Department is mindful of the county's financial situation, as well as the challenges facing the county as it grows and matures. The county is transitioning in many ways and the new plans and the new initiatives proposed focus on some of the central issues that must be addressed: transportation, housing, and public facilities. The Department has the opportunity to take the lead in some of these important areas by providing the research, the analysis and the recommendations to move the county forward.

We remain committed to delivering consistent and high quality products and understand that we cannot address every issue in FY15. We also recognize that the anticipated budget may not be able to fund all of the work program additions and critical needs proposed. However, we wanted the Board's input as to which ones you might wish to prioritize so that we can continue finalizing the budget document for your approval.

Attachments:

1. Master Plan and Major Projects Schedule
2. FY15 Crosswalk of Workyears by Division to Work Program Elements – Costs
3. FY15 Crosswalk of Workyears by Division to Work Program Elements – Workyears
4. Special Revenue Funds Schedules

Master Plan and Major Projects Schedule
FY15 Proposed



Attachment 1

Montgomery County Planning Department: FY15 Estimated Work Program cost

An Estimated cost of the FY15 Planning Department Work Program Based on Analytical Allocation of the Budget

	FY14 Adopted	FY15 Proposed	Personnel **	Professional Services	Publication	Other Costs	Sub Total	DR Chargeback	Total
Total Funded Workyears	**137.85**	**138.85**							
Program: MASTER PLANNING PROGRAM									
Plans									
Chevy Chase Lake Sector Plan (Purple Line Station Plan)	1.22	**0.00**	$0			$0	$0		$0
Long Branch Sector Plan (Purple Line Station Plan)	1.16	**0.00**	$0			$0	$0		$0
Countywide Transit Corridors Functional Master Plan	1.73	**0.00**	$0			$0	$0		$0
Glenmont Sector Plan	1.91	**0.00**	$0			$0	$0		$0
Clarksburg Master Plan Limited Amendment -Ten Mile Creek Watershed	2.20	**0.00**	$0			$0	$0		$0
Purple Line at Terminus (Apex)	2.36	**0.00**	$0			$0	$0		$0
White Oak Science Gateway Master Plan	3.35	**0.81**	$100,880			$12,550	$113,429		$113,429
Sandy Spring Rural Village	1.06	**1.80**	$224,177			$27,889	$252,065		$252,065
Aspen Hill Property(Vitro)	1.91	**1.80**	$224,177			$27,889	$252,065		$252,065
Bethesda CBD Sector Plan	0.91	**3.30**	$410,991	$79,500		$51,129	$541,620		$541,620
Greater Lyttonsville	1.16	**2.05**	$255,312	$20,000		$31,762	$307,074		$307,074
One Limited Master Plan Amendment (TBD)	0.30	**1.80**	$224,177			$27,889	$252,065		$252,065
Gaithersburg East/Montgomery Village Master Plan	2.81	**3.80**	$473,262	$79,500		$58,876	$611,638		$611,638
Potomac Village/TBD	0.00	**0.80**	$99,634			$12,395	$112,029		$112,029
Rock Spring	0.00	**0.80**	$99,634			$12,395	$112,029		$112,029
Functional Plan For Housing	0.00	**3.05**	$379,855	$250,000		$47,256	$677,111		$677,111
Master Plan Of Highways/Technical Corrections & Updates		**1.30**	$161,905			$20,142	$182,047		$182,047
Functional Master Plan for Historic Preservation	1.76	**3.15**	$392,309			$48,805	$441,114		$441,114
Functional Plan For Co-Location of Public Facilities	0.40	**3.35**	$417,218	$100,000		$51,904	$569,122		$569,122
Public Policies Planning and Coordination									
Public Project Coordination	7.35	**7.65**	$952,751			$118,527	$1,071,278		$1,071,278
Master Plan Staging/Monitoring	4.15	**2.40**	$298,902			$37,185	$336,087		$336,087
Special Projects									
Subdivision Staging Growth Policy /COG Master Plan Local Area Modeling Support	3.10	**4.25**	$529,306	$125,000		$65,848	$720,154		$720,154
Sustainability and Planning Activity	1.60	**1.81**	$225,422	$20,000		$28,044	$273,466		$273,466
Agriculture Initiatives	1.91	**2.00**	$249,085			$30,987	$280,073		$280,073
Special Projects	2.15	**1.75**	$217,950	$60,000		$27,114	$305,064		$305,064
SUB-TOTAL MASTER PLANNING	**44.50**	**47.67**	**$5,936,947**	**$734,000**	**$0**	**$738,585**	**$7,409,532**	**$0**	**$7,409,532**
New Work Program Efforts in FY15									
Expected to end in FY14									

Montgomery County Planning Department: FY15 Estimated Work Program cost

An Estimated cost of the FY15 Planning Department Work Program Based on Analytical Allocation of the Budget

	FY14 Adopted	FY15 Proposed	Personnel **	Professional Services	Publication	Other Costs	Sub Total	DR Chargeback	Total
Total Funded Workyears	**137.85**	**138.85**							
Program: REGULATORY PLANNING PROGRAM									
Regulatory Policy Development/Amendment									
Zoning Text Amendments (ZTA)/Subdivision Regulation Amendments (SRA)	1.75	**1.60**	$199,268			$24,790	$224,058		$224,058
Zoning Ordinance Revisions and Refinements	5.10	**0.78**	$97,143			$12,085	$109,228		$109,228
Land Use Regulations									
Special Exceptions	3.85	**4.10**	$510,625			$63,524	$574,149		$574,149
Local Map Amendments and Development Plan Amendments	3.00	**3.30**	$410,991			$51,129	$462,120	($286,900)	$175,220
Preliminary Plans/Subdivision Plans	12.20	**12.09**	$1,505,720			$187,319	$1,693,039	($1,178,700)	$514,339
Project, Sketch and Site Plan Reviews and Site Plan Enforcement	9.20	**11.59**	$1,443,449			$179,572	$1,623,021	($1,072,700)	$550,321
Pre-Application Meetings/Guidance	0.90	**0.90**	$112,088			$13,944	$126,033		$126,033
Site Plan Enforcement and Building Permit Review	1.80	**0.90**	$112,088			$13,944	$126,033		$126,033
Historic Area Work Permits	4.00	**4.20**	$523,079	$10,900	$10,000	$65,074	$609,053		$609,053
Forest Conservation Reviews, Inspections & Enforcement	10.90	**11.00**	$1,369,969			$170,431	$1,540,400		$1,540,400
SUB-TOTAL REGULATORY PLANNING	**52.70**	**50.46**	**$6,284,421**	**$10,900**	**$10,000**	**$781,812**	**$7,087,133**	**($2,538,300)**	**$4,548,833**
Program: INFORMATION RESOURCES									
Public Information									
Research	4.90	**2.40**	$298,902			$37,185	$336,087		$336,087
Information Systems/Geographic Information Systems (IS/GIS)	6.80	**7.17**	$892,971			$341,890	$1,234,860	($12,500)	$1,222,360
Information Services	6.80	**4.90**	$610,259			$75,919	$686,178	($386,700)	$299,478
SUB-TOTAL INFORMATION RESOURCES	**18.50**	**14.47**	**$1,802,132**	**$0**	**$0**	**$454,994**	**$2,257,126**	**($399,200)**	**$1,857,926**
Program: MANAGEMENT/ADMINISTRATION									
Governance									
Work Program Management	7.15	**7.30**	$909,161			$113,104	$1,022,265		$1,022,265
Work Program Support	9.40	**11.65**	$1,450,922			$180,502	$1,631,423		$1,631,423
Agency Support									
Information Technology	5.60	**7.30**	$909,161	$313,400		$782,704	$2,005,265		$2,005,265
SUB-TOTAL MANAGEMENT/ADMINISTRATION	**22.15**	**26.25**	**$3,269,244**	**$313,400**	**$0**	**$1,076,310**	**$4,658,954**	**$0**	**$4,658,954**
TOTAL	**137.85**	**138.85**	**$17,292,744**	**$1,058,300**	**$10,000**	**$3,051,700**	**$21,412,744**	**($2,937,500)**	**$18,475,244**
New Work Program Efforts in FY15									
Expected to end in FY14									
			Assumptions for the Personnel Costs Adjustments						$441,155
			Grant						$150,000
			Total FY15 Proposed Budget for the Planning Department						**$19,066,399**

**Personnel cost does not include OPEB PreFunding and OPEB pay go.

Montgomery County Planning Department:FY15 Work Program Crosswalk of Work Years (Division to Work Program Elements)

	FY14 Adopted	FY15 Proposed	Director's Office	Management Services Division	Functional Planning & Policy	Area 1	Area 2	Area 3	Development Applications & Regulatory Coordination	Information Techhnology & Innovation***	Research & Special Projects***
Funded Workyears	**137.85**	**138.85**	**4.00**	**15.75**	**18.50**	**16.00**	**20.00**	**20.70**	**20.00**	**15.90**	**8.00**
Program: MASTER PLANNING PROGRAM											
Plans											
Chevy Chase Lake Sector Plan (Purple Line Station Plan)	1.22	0.00									
Long Branch Sector Plan (Purple Line Station Plan)	1.16	0.00									
Countywide Transit Corridors Functional Master Plan	1.73	0.00									
Glenmont Sector Plan	1.91	0.00									
Clarksburg Master Plan Limited Amendment -Ten Mile Creek Watershed	2.20	0.00									
Purple Line at Terminus (Apex)	2.36	0.00									
White Oak Science Gateway Master Plan	3.35	0.81	0.01	0.40			0.40				
Sandy Spring Rural Village	1.06	1.80	0.01	0.40				1.30		0.04	0.05
Aspen Hill Property(Vitro)	1.91	1.80	0.01	0.40	0.10		1.15			0.04	0.10
Bethesda CBD Sector Plan	0.91	3.30	0.01	0.40	0.50	2.25				0.04	0.10
Greater Lyttonsville	1.16	2.05	0.01	0.40	0.20	1.30				0.04	0.10
One Limited Master Plan Amendment (TBD)	0.30	1.80	0.01	0.40	0.10	1.20				0.04	0.05
Gaithersburg East/Montgomery Village Master Plan	2.81	3.80	0.01	0.40	1.30		2.00			0.04	0.05
Potomac Village/TBD	0.00	0.80	0.01	0.40	0.10			0.15		0.04	0.10
Rock Spring	0.00	0.80	0.01	0.40	0.10		0.15			0.04	0.10
Functional Plan For Housing	0.00	3.05	0.01	0.40	0.55	0.10	0.10	0.10		0.04	1.75
Master Plan Of Highways/Technical Corrections & Updates		1.30	0.01	0.40	0.50		0.10	0.20		0.04	0.05
Functional Master Plan for Historic Preservation	1.76	3.15	0.05	0.20	2.50	0.10	0.10	0.10		0.05	0.05
Functional Plan For Co-Location of Public Facilities	0.40	3.35	0.20	0.40	0.20	0.10	0.10	0.10		0.25	2.00
Public Policies Planning and Coordination											
Public Project Coordination	7.35	7.65	0.20	0.20	2.05	1.20	1.50	2.30	0.20		
Master Plan Staging/Monitoring	4.15	2.40		0.05	0.20	0.05	1.20	0.50	0.20	0.10	0.10
Special Projects											
Subdivision Staging Growth Policy /COG Master Plan Local Area Modeling Support	3.10	4.25	0.20	0.10	2.80	0.10	0.10	0.10	0.05	0.05	0.75
Sustainability and Planning Activity	1.60	1.81	0.01	0.20	0.60	0.10	0.10	0.20		0.10	0.50
Agriculture Initiatives	1.91	2.00		0.10				1.80		0.10	
Special Projects	2.15	1.75	0.20	0.50	0.10	0.20	0.20	0.30		0.10	0.15
SUB-TOTAL MASTER PLANNING	**44.50**	**47.67**	**0.97**	**6.15**	**11.90**	**6.70**	**7.20**	**7.15**	**0.45**	**1.15**	**6.00**
New Work Program Efforts in FY15											
Expected to end in FY14											

Attachment 3

Montgomery County Planning Department:FY15 Work Program Crosswalk of Work Years (Division to Work Program Elements)

	FY14 Adopted	FY15 Proposed	Director's Office	Management Services Division	Functional Planning & Policy	Area 1	Area 2	Area 3	Development Applications & Regulatory Coordination	Information Technnology & Innovation***	Research & Special Projects***
Funded Workyears	**137.85**	**138.85**	**4.00**	**15.75**	**18.50**	**16.00**	**20.00**	**20.70**	**20.00**	**15.90**	**8.00**
Program: REGULATORY PLANNING PROGRAM											
Regulatory Policy Development/Amendment											
Zoning Text Amendments (ZTA)/Subdivision Regulation Amendments (SRA)	1.75	1.60			0.80	0.20	0.20	0.25	0.10	0.05	
Zoning Ordinance Revisions and Refinements	5.10	0.78	0.03	0.10	0.25	0.10		0.30			
Land Use Regulations											
Special Exceptions	3.85	4.10		0.20		1.15	1.20	1.30	0.20	0.05	
Local Map Amendments and Development Plan Amendments	3.00	3.30		0.10		1.00	1.00	1.00	0.20		
Preliminary Plans/Subdivision Plans	12.20	12.09		0.10	0.10	1.40	2.80	3.40	4.25	0.04	
Project, Sketch and Site Plan Reviews and Site Plan Enforcement	9.20	11.59		0.10		2.75	3.20	3.00	2.50	0.04	
Pre-Application Meetings/Guidance	0.90	0.90				0.40	0.20	0.20	0.10		
Site Plan Enforcement and Building Permit Review	1.80	0.90		0.20		0.20			0.50		
Historic Area Work Permits	4.00	4.20		0.20	4.00						
Forest Conservation Reviews, Inspections & Enforcement	10.90	11.00		0.20		0.90	2.10	3.00	4.80		
SUB-TOTAL REGULATORY PLANNING	**52.70**	**50.46**	**0.03**	**1.20**	**5.15**	**8.10**	**10.70**	**12.45**	**12.65**	**0.18**	**0.00**
Program: INFORMATION RESOURCES											
Public Information											
Research	4.90	2.40		0.30			0.10				2.00
Information Systems/Geographic Information Systems (IS/GIS)	6.80	7.17		0.10	0.30				0.10	6.67	
Information Services	6.80	4.90		1.10		0.10	0.10		3.60		
SUB-TOTAL INFORMATION RESOURCES	**18.50**	**14.47**	**0.00**	**1.50**	**0.30**	**0.10**	**0.20**	**0.00**	**3.70**	**6.67**	**2.00**
Program: MANAGEMENT/ADMINISTRATION											
Governance											
Work Program Management	7.15	7.30	2.00	1.35	0.40	0.40	0.90	0.40	1.10	0.75	
Work Program Support	9.40	11.65	0.70	5.25	0.75	0.60	0.90	0.60	2.10	0.75	
Agency Support											
Information Technology	5.60	7.30	0.30	0.30		0.10	0.10	0.10		6.40	
SUB-TOTAL MANAGEMENT/ADMINISTRATION	**22.15**	**26.25**	**3.00**	**6.90**	**1.15**	**1.10**	**1.90**	**1.10**	**3.20**	**7.90**	**0.00**
TOTAL	**137.85**	**138.85**	**4.00**	**15.75**	**18.50**	**16.00**	**20.00**	**20.70**	**20.00**	**15.90**	**8.00**
New Work Program Efforts in FY15											
Expected to end in FY14											

***In FY15 Center for Research division is split in to two groups. GIS group moved to the new Information Technology & Innovation division and Research staff is moved to the new Research and Special Projects Division. Entire IT staff from the Management & Technology Division is also moved to the new Information Technology & Innovation Division.

Montgomery County
Special Revenue Funds

SUMMARY OF SPECIAL REVENUE FUNDS

Special Revenue Funds account for the proceeds from specific revenue sources restricted for a designated purpose. The Special Revenue Fund summary is comprised of several different funds within the Parks and Planning Departments. The largest or most notable special revenue fund is Development Review Special Revenue Fund.

Summary of Annual Comparisons by Major Object	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**4,085,948**	**4,142,347**	**5,770,929**	**4,070,348**
REVENUE				
Intergovernmental Revenues	254,840	0	0	0
Sales	25,906	25,000	10,000	20,000
Planning User Fees	15,460	15,000	15,000	15,000
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	7,269	20,000	20,000	7,800
Miscellaneous Revenues	3,561,027	1,905,000	1,905,000	1,900,000
Transfer from Administration Fund	1,390,000	0	0	0
Total Revenue	**5,254,502**	**1,965,000**	**1,950,000**	**1,942,800**
EXPENDITURE				
Personnel Services	254,840	0	0	0
Supplies & Materials	31,119	3,500	4,500	4,700
Other Services & Charges	205,662	889,250	569,250	750,250
Capital Outlay	0	25,000	0	45,000
Other Classifications	3,077,900	3,076,831	3,076,831	3,095,254
Total Expenditure	**3,569,521**	**3,994,581**	**3,650,581**	**3,895,204**
Revenue Over(Under) Expenditure	**$1,684,981**	**($2,029,581)**	**(1,700,581)**	**($1,952,404)**
ENDING FUND BALANCE	**5,770,929**	**2,112,766**	**4,070,348**	**2,117,944**
Workyears (Season/Intermittent)	**27.12**	**23.55**	**23.55**	**23.55**

Montgomery County
Special Revenue Funds: Traffic Mitigation Program

The Traffic Mitigation Special Revenue Fund account supports the regulatory process to ensure compliance with traffic mitigation agreements from approved development. Revenues are received from developers on an annual basis. This account is designated to pay for the independent monitoring of development agreements and to ensure that each meets and maintains its trip reduction goal.

SUMMARY OF FY15 PROPOSED BUDGET

TRAFFIC MITIGATION PROGRAM-MCV ASSOCIATES	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$68,465**	**$68,665**	**$75,385**	**$75,485**
REVENUE				
Intergovernmental Revenues	0	0	0	0
Sales	0	0	0	0
Charges for Services	0	0	0	0
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	109	100	100	0
Miscellaneous Revenues	6,811	20,000	20,000	20,000
TOTAL REVENUE	**$6,920**	**$20,100**	**$20,100**	**$20,000**
EXPENDITURE				
Personnel Services	0	0	0	0
Supplies and Materials	0	0	0	0
Other Services and Charges	0	20,000	20,000	20,000
Capital Outlay	0	0	0	0
Other Classifications	0	0	0	0
TOTAL EXPENDITURE	**$0**	**$20,000**	**$20,000**	**$20,000**
Total Revenue Less Expenditure	6,920	100	100	0
ENDING FUND BALANCE	**$75,385**	**$68,765**	**$75,485**	**$75,485**
Workyears	0.00	0.00	0.00	0.00

Montgomery County
Special Revenue Funds: Historic Preservation–County
Non-Departmental Account

The Historic Preservation Special Revenue Fund account was established to manage funds derived from the annual contract between Montgomery County and the Planning Department to partially fund staff support to the Montgomery County Historic Preservation Commission (HPC). In 2014, the County Council ended the practice of funding historic preservation activities through the historic preservation NDA, instead increasing the appropriation for MNCPPC Administration Fund by $254,840 to fund these activities. The historic preservation special revenue fund remains in place as a source of funding for grant projects and sale of publications. Staff also administers additional grants from the State of Maryland, in support of historic preservation functions.

SUMMARY OF FY15 PROPOSED BUDGET

HISTORIC PRESERVATION-COUNTY NON-DEPARTMENTAL ACCOUNT	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$60,529**	**$60,629**	**$60,625**	**$60,725**
REVENUE				
Intergovernmental Revenues	254,840	0	0	0
Sales	96	0	0	0
Charges for Services	0	0	0	0
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	0	100	100	0
Miscellaneous Revenues	0	0	0	0
TOTAL REVENUE	**$254,936**	**$100**	**$100**	**$0**
EXPENDITURE				
Personnel Services	254,840	0	0	0
Supplies and Materials	0	0	0	0
Other Services and Charges	0	0	0	61,000
Capital Outlay	0	0	0	0
Other Classifications	0	0	0	0
TOTAL EXPENDITURE	**$254,840**	**$0**	**$0**	**$61,000**
Total Revenue Less Expenditure	96	100	100	(61,000)
ENDING FUND BALANCE	**$60,625**	**$60,729**	**$60,725**	**($275)**
Workyears	3.70			

Montgomery County
Special Revenue Funds: GIS Data Sales

Council directed the Commission to set up the GIS Data Sales Special Revenue Fund in order to recover the costs of maintaining key GIS data on a routine basis as dictated by the County GIS strategic plan. The account is administered by the ISGIS team within the ITI division (Information Technology and Innovation). Revenues are generated from the sale of digital and printed GIS data to land developers and national land-use analysis firms. These funds are then used for consultant services which update those plan/topographic base. Consultant services for GIS data updates do not include the parcel layer updates. Though the parcel GIS layer is sold for revenue, updates are performed in-house, through subdivision workflows and tax assessor data mining. This staff funding for parcel maintenance comes from the division budget, not from the GIS special revenue fund.

SUMMARY OF FY15 PROPOSED BUDGET

GIS DATA SALES	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$113,537**	**$135,801**	**$123,890**	**$133,990**
REVENUE				
Intergovernmental Revenues	0	0	0	0
Sales	25,810	25,000	10,000	20,000
Charges for Services	0	0	0	0
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	180	100	100	0
Miscellaneous Revenues	0	0	0	0
TOTAL REVENUE	**$25,990**	**$25,100**	**$10,100**	**$20,000**
EXPENDITURE				
Personnel Services	0	0	0	0
Supplies and Materials	0	0	0	0
Other Services and Charges	15,637	120,000	0	120,000
Capital Outlay	0	0	0	0
Other Classifications	0	0	0	0
TOTAL EXPENDITURE	**$15,637**	**$120,000**	**$0**	**$120,000**
Total Revenue Less Expenditure	10,353	(94,900)	10,100	(100,000)
ENDING FUND BALANCE	**$123,890**	**$40,901**	**$133,990**	**$33,990**
Workyears	0.00	0.00	0.00	0.00

Attachment 4

Montgomery County
Special Revenue Funds: Environmental/Forest Conservation Penalties

The Forest Conservation Penalty Fund receives funds from property owners that have received administration citations and administrative civil penalties. By law, the money collected in this fund must be used to administer the program. Funds have been used to reimburse hearing examiners used in violation cases, obtain transcripts for appeals, planting of new trees and forests, contractual help to digitize easements for posting on the web site and obtaining equipment and training necessary for the forest conservation inspectors to perform their duties. FY15 expenditures will be comparable to FY14 expenditures to maintain an effective enforcement program.

SUMMARY OF FY15 PROPOSED BUDGET

ENVIRONMENTAL/FOREST CONSERVATION PENALTIES FUND	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$58,351**	**$36,751**	**$44,798**	**$47,898**
REVENUE				
Intergovernmental Revenues	0	0	0	0
Sales	0	0	0	0
Charges for Services	0	0	0	0
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	74	100	100	0
Miscellaneous Revenues	9,550	25,000	25,000	25,000
TOTAL REVENUE	**$9,624**	**$25,100**	**$25,100**	**$25,000**
EXPENDITURE				
Personnel Services	0	0	0	0
Supplies and Materials	565	2,000	2,000	2,200
Other Services and Charges	22,612	20,000	20,000	20,000
Capital Outlay	0	25,000	0	45,000
Other Classifications	0	0	0	0
TOTAL EXPENDITURE	**$23,177**	**$47,000**	**$22,000**	**$67,200**
Total Revenue Less Expenditure	(13,553)	(21,900)	3,100	(42,200)
ENDING FUND BALANCE	**$44,798**	**$14,851**	**$47,898**	**$5,698**
Workyears	0.00	0.00	0.00	0.00

Montgomery County
Special Revenue Funds: Developmental Review Special Revenue Account

The Development Review Special Revenue Fund was created to collect fees generated from the submission of development applications. A certain portion of the costs associated with the review of plans may be recovered through fees. Treating this portion separately from the remainder of the Planning Department's budget served to reduce pressure on both the Administration Fund and the Spending Affordability Guidelines. Costs have been defined broadly to reflect not only the time spent by reviewers in the analysis of development applications, but also additional support costs associated with administrative and tech team staff, public information staff, legal staff, and a certain portion of other support services, such as technology support and GIS. Revenues are defined as the fees received for record plats, preliminary plans, sketch plans, project plans, and site plans.

It was originally anticipated that fees could be adjusted as necessary to recover the necessary costs. However, the slowdown in the economy led to a widening gap between costs incurred and fees received. Moreover, fees could not be raised to inordinately high levels to cover the gap. Therefore, transfers were made from the Administration Fund to cover the gap in certain years. However, after a string of exceptional revenue years in fiscal years 12 and 13 a transfer was not needed from the Administrative Fund for fiscal year 14.

FY14 and FY15 revenues are anticipated to be lower than FY12 and FY 13 revenues, when there was a first time demand by property owners to take advantage of the CR zone in White Flint and the Great Seneca Science Corridor. Also, the Planning Department lowered its application fees in FY12 for applicants that submit combined project plans/preliminary plans or site plans. The fund is projected to have sufficient fund balance to meet reserve needs for FY15. Therefore, the Department is not requesting a transfer from the Administration Fund. At this time we are projecting that we will need at least a partial transfer in FY16.

FY15 interest income is based on Montgomery County government figures.

Montgomery County
Special Revenue Funds: Developmental Review Special Revenue Account

SUMMARY OF FY15 PROPOSED BUDGET

DEV AUTOMATION PROCESS (DAP) AND DEVELOPMENT REVIEW FUND	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$2,839,924**	**$3,121,359**	**$4,634,929**	**$3,268,848**
REVENUE				
Intergovernmental Revenues	0	0	0	0
Sales	0	0	0	0
Charges for Service/User fees/DAP	15,460	15,000	15,000	15,000
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	5,622	15,000	15,000	7,000
Miscellaneous Revenues	3,513,303	1,810,000	1,810,000	1,810,000
Interfund Transfer Administration Fund	1,390,000	0	0	0
TOTAL REVENUE	**$4,924,385**	**$1,840,000**	**$1,840,000**	**$1,832,000**
EXPENDITURE				
Personnel Services	0	0	0	0
Supplies and Materials	0	0	0	0
Other Services and Charges	51,480	129,250	129,250	129,250
Capital Outlay	0	0	0	0
Other Classifications	3,077,900	3,076,831	3,076,831	3,095,254
TOTAL EXPENDITURE	**$3,129,380**	**$3,206,081**	**$3,206,081**	**$3,224,504**
Total Revenue Less Expenditure	1,795,005	(1,366,081)	(1,366,081)	(1,392,504)
ENDING FUND BALANCE	**$4,634,929**	**$1,755,278**	**$3,268,848**	**$1,876,344**
Workyears	23.42	23.55	23.55	23.55

Montgomery County
Special Revenue Funds: Forest Conservation

The Forest Conservation Special Revenue Fund account collects fees paid by developers in lieu of planting forest. By law, this fund can only be used for forest planting, protection, and maintenance and for planting trees to create a canopy in urban areas. Examples of past expenditures include: the planting and maintenance of riparian forests in the Reddy Branch Stream Valley Park; along Beach Drive in Meadowbrook Park; along Watts Branch near Lake Potomac Drive and at Rachel Carson Park. In FY15 we anticipate expanding the planting areas in all of these environmental sensitive areas and planting between the ICC and Lake Needwood. The Fund supports the Planning Department's "Leaves for Neighborhoods" project, which provides a coupon to Montgomery County residents for the purchase of native canopy trees, and for the "Shades of Green" program, which funds planting of new canopy trees on private lands in central business districts. Funds in the account are also used as leverage to help secure grants from the Maryland Department of Natural Resources and other organizations to enable additional forest planting and habitat restoration.

SUMMARY OF FY15 PROPOSED BUDGET

FOREST CONSERVATION FUND	Actual FY13	Budget FY14	Estimated FY14	Proposed FY15
BEGINNING FUND BALANCE	**$945,142**	**$719,142**	**$831,301**	**$483,401**
REVENUE				
Intergovernmental Revenues	0	0	0	0
Sales	0	0	0	0
Charges for Services	0	0	0	0
Recreation/User Fees	0	0	0	0
Rentals/Concessions	0	0	0	0
Interest	1,284	4,600	4,600	800
Miscellaneous Revenues	31,363	50,000	50,000	45,000
TOTAL REVENUE	**$32,647**	**$54,600**	**$54,600**	**$45,800**
EXPENDITURE				
Personnel Services	0	0	0	0
Supplies and Materials *	30,554	1,500	2,500	2,500
Other Services and Charges **	115,934	600,000	400,000	400,000
Capital Outlay	0	0	0	0
Other Classifications	0	0	0	0
TOTAL EXPENDITURE	**$146,488**	**$601,500**	**$402,500**	**$402,500**
Total Revenue Less Expenditure	(113,841)	(546,900)	(347,900)	(356,700)
ENDING FUND BALANCE	**$831,301**	**$172,242**	**$483,401**	**$126,701**
Workyears	0.00	0.00	0.00	0.00

*Retail coupon program

**Spraying, planting, etc.