




# The Maryland-National Capital Park & Planning Commission

mcpb  
PCB 06-21  
May 4, 2006  
Item #14

**TO:** Montgomery County Planning Board

**FROM:** Patricia Colihan Barney, Secretary-Treasurer 

**SUBJECT:** Operating Funds FY 2006 Nine Months Financial Report  
Including Projections to June 30, 2006 – Montgomery County

The nine months financial report for the period ending March 31, 2006 and projections to June 30, 2006 are attached. The reasons for the variances are highlighted below.

## OVERALL COMMENTS

Through March 31, 2006, we have collected \$83,308,960 or 97.69% of the tax revenues budget of \$85,279,200. This percentage is .85% lower than last year, which was 98.54%. Since current year collections as a percentage of budget are lower than last year, we are projecting taxes to equal the budget even considering the payment by Mirant Chalk Point of their FY 2004 taxes, which with interest totals \$365,000.

Interest revenues are projected to be in excess of amounts budgeted, as interest rates (currently 4.15%) are in excess of those used in the budget (2.6%).

On February 7, 2006, Resolution No. 15-1333 was adopted by the Montgomery County Council for a \$902,080 Special Appropriation to the FY2006 Operating Budget. Of this amount, \$543,280 was appropriated in the Administration Fund with prior year fund balance (reserve) as the source of funding and \$358,800 was appropriated in the Special Revenue Fund with fee revenue as the source of funding.

A plan to increase fees was presented to the Board on March 2<sup>nd</sup>, and is expected to go into effect on May 1. These projections assume that sufficient revenues will be generated to absorb \$358,800 of the development review expenditures in the Special Revenue Fund. We will monitor the income generated and determine if revenues are sufficient to support transferring all of those expenditures to the Special Revenue Fund. If not, the expenditures will be transferred back to the Administration Fund.

On March 14, 2006, the County Council adopted Resolution No. 15-1366 for a \$250,000 Special Appropriation in the Administrative Fund Research and Technology Division for technology and communication system improvements. Funding will be provided by Montgomery County

Government current revenue and will flow to the Internal Service Fund for the document imaging project.

The actuarial valuation report prepared as of July 1, 2005 for the Employees' Retirement System for FY 2006, received in September 2005, indicated that the required Commission-wide employer contribution is \$955,000 more than anticipated in the budget. The majority of the increase relates to the park police plans, as that actuarial recommended rate of 11.6% is significantly higher than the budgeted rate of 5.7%. The contribution rate for park police plans in the July 1, 2004 valuation was 4.1%. The additional contribution for Montgomery County Park Police totaling \$290,000 has been recorded in the Park Fund. The balance of the increase relating to non-police plans was covered by FY 2005 contributions from the departments that exceeded the contribution required to be made.

### **ADMINISTRATION FUND**

#### **Revenues – Favorable variance of \$35,000.**

1. Property taxes are projected to be at budget.
2. Fees and Charges are projected to be \$96,000 above budget. The positive variance is attributed to the increase in fees and collections from preliminary plans, project and site plans, and plat fees.
3. Interest is projected to be \$70,000 over budget.
4. Grants are projected to be \$150,000 under budget. This is offset by grant expenditures.
5. Miscellaneous revenues were not budgeted, but are projected to generate \$19,000, primarily in fines collected by Development Review.

#### **Expenditures – Favorable variance of \$162,300**

1. The Commissioners' & Administrative Support Office projects to be at budget.
2. Planning Services is projecting a \$11,800 net favorable variance. Savings of \$520,700 from Programs and Management is offset by projected shortfalls totaling \$94,900 in Support Services, and a departmental proposed spending plan totaling \$410,000. The savings are due to salary lapse from vacancies in all the divisions except for Development Review Division, which has three additional contract employees.

The shortfall in Support Services is primarily due to over spending in Supplies and Materials, increase in mailing cost and replacement of one vehicle.

3. The CAS Departments of Human Resources and Management including Support Services, and Legal are projected to be at budget. Finance is projecting savings of \$500.
4. The Merit Board is projecting to be at budget.
5. Grants expenditures are projected to be \$150,000 under budget. This is offset in the revenue section above.

**Fund Balance -**

If these projections are realized, the Fund Balance in the Administration Fund will total \$1,892,584 consisting of \$981,200 Designated for Contingencies, \$83,800 Designated for Subsequent Year's Budget and Undesignated Fund Balance of \$827,584.

**PARK FUND**

**Revenues - Unfavorable variance of \$70,700.**

1. Property taxes are projected to be at budget.
2. Fees and Charges are projected to be short by \$28,600. This is due to lower attendance in park facilities.
3. Concessions and Rentals are projected to have a positive variance of \$700.
4. Interest in the operating fund is projected at \$155,000 higher than budgeted. Despite higher than budgeted rates, CIP interest is projected to have a shortfall of \$45,000 as the adopted budget estimated revenues higher than the Commission proposed.
5. The Park Fund is projecting grants are to be \$225,000 under budget, which is offset by the expenditures.
6. Miscellaneous revenues in the Park Fund are projected to show a positive variance of \$72,200.

**Expenditures - Favorable variance of \$355,300**

1. The Park Fund operating divisions are projecting \$1,659,200 in net savings. This is due to significant salary lapse of \$1,701,600 and savings in Supplies and Materials of \$41,100 and \$129,100 in Other Services and Charges. These savings are offset with overspending in Capital Outlay of \$63,000 and a \$149,600 shortfall in labor chargebacks. The labor chargeback shortfall is due to staff spending more time on non -CIP projects. Including Red Wiggler Farm, Woodstock Special Park, Rickman Horse Park and MRO renovations. These savings have been offset by a proposal from the Parks Department to spend \$1,600,000, which will be considered by the Planning Board.

2. Support Services is projecting a negative variance of \$58,500. The savings of \$365,400 in Other Services and Charges that was primarily from prepaying capital equipment rental in FY 2005 was offset due to increased costs of \$423,900 for gasoline and diesel fuel.
3. Grants expenditures are projected to be \$225,000 under budget. This is offset in the revenue section above.
4. Debt Service is projected to have savings of \$13,600 due to the refunding done in July. The majority of the refunding savings will occur in FY2007 (\$190,000).

**Transfers - Favorable variance of \$116,000.**

1. The \$116,000 positive variance in transfers is the result of a change in the proposed CIP budget that was not reflected in the operating budget.

**Fund Balance -**


If these projections are realized, the Park Fund Balance will total \$3,108,116 consisting of \$2,631,500 Designated for Contingencies and Undesignated Fund Balance of \$476,616.

# MEMO

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

10-Apr-06

TO: Commissioners

FROM: Patricia Colihan Barney, Secretary-Treasurer 

SUBJECT: Prince George's County Property Tax Revenue Report - March 31, 2006

The following is the latest data with respect to collections of property taxes for Fiscal Year 2006. The tabulations compare actual collections for the past three years, and the current year through March 31, 2006.

### FUND ALLOCATION FOR FY 2006

FUND	ADOPTED BUDGET		ACTUAL			ESTIMATE - FY 2006			
	TAX RATE (CENTS)		AMOUNT	AMOUNT (a)	% OF BUDGET	REMAINING MONTHS	FOR YEAR	% OF BUDGET	FAVORABLE VARIANCE
	PERSONAL	REAL							
Administration	11.65	4.66	25,212,000	26,763,868	106.16	(1,551,868)	25,212,000	100.0	0
Park General	42.98	17.19	89,002,000	94,297,089	105.95	(5,295,089)	89,002,000	100.0	0
Recreation	14.80	5.92	32,946,100	34,886,175	105.89	(1,940,075)	32,946,100	100.0	0
Total Operating	69.43	27.77	147,160,100	155,947,132	105.97	(8,787,032)	147,160,100	100.0	0
Advance Land	0.32	0.13	718,600	764,710	106.42	(46,110)	718,600	100.0	0
<b>TOTAL</b>	<b>69.75</b>	<b>27.90</b>	<b>147,878,700</b>	<b>156,711,842</b>	<b>105.97</b>	<b>(8,833,142)</b>	<b>147,878,700</b>	<b>100.0</b>	<b>0</b>

### HISTORICAL INFORMATION

FISCAL YEAR		COUNTY-WIDE ASSESSABLE BASE (BILLIONS)		TAX RATE (CENTS)	TOTAL ADOPTED BUDGET	ACTUAL THRU 03/06		TOTAL FOR YEAR			
		BUDGET	ACTUAL			AMOUNT	% OF BUDGET	% OF ACTUAL	REMAINING MONTHS	AMOUNT	% OF BUDGET
2003	Personal	3.08	3.08	61.00	109,727,200	109,635,200	99.92	97.91	2,345,125	111,980,325	102.05
	Real	39.91	40.75	24.40							
2004	Personal	2.96	2.96	69.75	131,934,800	126,726,320	96.05	97.34	3,457,253	130,183,573	98.67
	Real	42.80	43.07	27.90							
2005	Personal	2.75	2.83	69.75	138,715,200	139,136,448	100.30	98.20	2,547,801	141,684,249	102.14
	Real	45.79	46.61	27.90							
2006	Personal	2.72		69.75	147,878,700	156,711,842 (a)	105.97	N/A	(8,833,142)	147,878,700	100.00
	Real	49.18		27.90							

(a) Includes collections for March of \$2,299,360.35 received April 10, 2006, it also includes \$2,683,086.04 in back taxes plus \$719,706.26 in interest received in November of 2005 from MIRANT Utility company.

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FOR THE NINE MONTHS ENDING MARCH 31, 2006 AND**  
**AND ESTIMATIONS TO JUNE 30, 2006**  
**MONTGOMERY COUNTY**  
**ADMINISTRATION FUND**

REVENUES	BUDGET FY2006	ACTUAL 03/31/06	PROJECTION FY2006	VARIANCE FAVORABLE (UNFAVORABLE)
Property Taxes	\$ 22,600,100	\$ 22,065,016	\$ 22,600,100	\$ -
Fees & Charges	1,592,000	1,231,538	1,688,000	96,000
Interest	150,000	179,987	220,000	70,000
Grants	150,000	-	-	(150,000)
Intergovernmental	250,000	-	250,000	-
Miscellaneous Revenue	-	18,820	19,000	19,000
<b>TOTAL REVENUES (A)</b>	<b>24,742,100</b>	<b>\$ 23,495,361</b>	<b>\$ 24,777,100</b>	<b>\$ 35,000</b>
Fund Balance - Designated for Contingencies	-			
Fund Balance - Designated for Current Year	-			
<b>TOTAL</b>	<b>\$ 24,742,100</b>			
Real Property Tax Rates - (cents)	2.2			
Personal Property Tax Rates (cents)	5.5			
Real Assessable Base (Billions)	96.059			
Personal Property Assess. Base (billions)	3.114			
<b>EXPENDITURES</b>				
Commissioners' & Admin. Support Office	\$ 1,322,200	\$ 1,098,333	\$ 1,322,200	\$ -
Planning Services:				
Programs and Management	15,668,880	11,109,646	15,562,180	106,700
Support Services	1,229,200	1,155,661	1,324,100	(94,900)
Grants	150,000	-	-	150,000
Total Planning Services	17,048,080	12,265,307	16,886,280	161,800
Subtotal	18,370,280	13,363,640	18,208,480	161,800
Central Administrative Services (CAS):				
Dept. of Hum. Res. & Mgmt.	2,048,800	1,480,403	2,048,800	-
Department of Finance	2,564,200	1,684,482	2,563,700	500
Legal Department	926,100	621,861	926,100	-
Support Services	500,300	398,021	500,300	-
Merit System Board	44,000	21,703	44,000	-
Total CAS	6,083,400	4,206,470	6,082,900	500
Non-Departmental	-	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>24,453,680</b>	<b>17,570,110</b>	<b>24,291,380</b>	<b>162,300</b>
Transfers, Net	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS (B)</b>	<b>24,453,680</b>	<b>17,570,110</b>	<b>24,291,380</b>	<b>162,300</b>
Reserve	288,420			
<b>TOTAL FUNDS REQUIRED</b>	<b>\$ 24,742,100</b>			
Revenues over (under) Expenditures (A-B)	\$ 288,420	\$ 5,925,251	\$ 485,720	\$ 197,300
Beginning Fund Balance	1,406,864		1,406,864	
Ending Fund Balance	\$ 1,695,284		\$ 1,892,584	
<b>ELEMENTS OF FUND BALANCE:</b>				
Designated for Contingencies	\$ 831,700		\$ 981,200	
Designated for Subsequent Years	\$ -		83,800	
Undesignated	863,584		827,584	
<b>Total Fund Balance</b>	<b>\$ 1,695,284</b>		<b>\$ 1,892,584</b>	

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Schedule of Expenditures and Encumbrances**  
For the Nine Months Ending March 31, 2006  
And Estimations to June 30, 2006  
**MONTGOMERY COUNTY**  
**ADMINISTRATION FUND**

<b>EXPENDITURES</b>	<b>BUDGET FY2006</b>	<b>ACTUAL 03/31/06</b>	<b>PROJECTION FY2006</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
Planning				
Director of Park & Planning	\$ 296,600	\$ 222,428	\$ 287,000	\$ 9,600
Management Services	1,004,000	705,622	1,010,300	(6,300)
Strategic Planning	492,400	338,133	478,400	14,000
Community Based Planning	3,650,100	2,444,456	3,425,800	224,300
Countywide Planning	3,604,600	2,813,412	3,520,600	84,000
Development Review	3,015,880	2,258,474	3,048,280	(32,400)
Research and Technology	3,605,300	2,327,121	3,791,800	(186,500)
<b>Total Planning Programs and Management</b>	<b>\$ 15,668,880</b>	<b>\$ 11,109,646</b>	<b>\$ 15,562,180</b>	<b>\$ 106,700</b>

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
For the Nine Months Ending March 31, 2006  
And Estimations to June 30, 2006  
**MONTGOMERY COUNTY**  
**PARK FUND SUMMARY**

REVENUES	BUDGET FY2006	ACTUAL 03/31/06	PROJECTION FY2006	VARIANCE FAVORABLE (UNFAVORABLE)
Property Taxes	\$ 62,679,100	\$ 61,243,944	\$ 62,679,100	\$ -
Fees & Charges	783,900	614,901	755,300	(28,600)
Concessions & Rentals	1,580,400	1,196,712	1,581,100	700
Interest - Operations	260,000	352,566	415,000	155,000
Interest - CIP	220,000	151,032	175,000	(45,000)
Grants	425,000	144,555	200,000	(225,000)
Miscellaneous Revenue	70,000	138,744	142,200	72,200
<b>TOTAL REVENUES (A)</b>	<u>66,018,400</u>	<u>63,842,454</u>	<u>65,947,700</u>	<u>(70,700)</u>
Fund Balance - Designated for Contingencies	1,837,100			
Fund Balance - Designated for Current Year	596,000			
<b>TOTAL</b>	<u>\$ 68,451,500</u>			
Real Property Tax Rates - (cents)	6.1			
Personal Property Tax Rates (cents)	15.3			
Real Assessable Base (billions)	96.059			
Personal Property Assess. Base (billions)	3.114			
<b>EXPENDITURES</b>				
Operating Divisions	\$ 53,720,700	\$ 37,919,161	\$ 53,661,500	\$ 59,200
Support Services	8,000,600	6,686,872	8,059,100	(58,500)
Grants	425,000	144,555	200,000	225,000
Non-Departmental	-	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<u>62,146,300</u>	<u>44,750,588</u>	<u>61,920,600</u>	<u>225,700</u>
Debt Service	3,627,100	3,197,366	3,613,500	13,600
Transfers, Net	841,000	795,000	725,000	116,000
<b>TOTAL EXPENDITURES (B)</b>	<u>66,614,400</u>	<u>48,742,954</u>	<u>66,259,100</u>	<u>355,300</u>
Reserve	1,837,100			
<b>TOTAL FUNDS REQUIRED</b>	<u>68,451,500</u>			
<b>Revenues over (under)</b>				
<b>Expenditures (A-B)</b>	\$ (596,000)	<u>\$ 15,099,500</u>	\$ (311,400)	<u>\$ 284,600</u>
Beginning Fund Balance	3,419,516		3,419,516	
Ending Fund Balance	<u>\$ 2,823,516</u>		<u>\$ 3,108,116</u>	
<b>Elements of Fund Balance:</b>				
Designated for Contingencies	\$ 1,837,100		\$ 2,631,500	
Designated for Subsequent Years	-		-	
Undesignated	986,416		476,616	
<b>Total Fund Balance</b>	<u>\$ 2,823,516</u>		<u>\$ 3,108,116</u>	



**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**

**Schedule of Expenditures and Encumbrances**

For the Nine Months Ending March 31, 2006

And Estimations to June 30, 2006

**MONTGOMERY COUNTY**

**PARK FUND SUMMARY**

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>PROJECTION</u>	<u>VARIANCE</u>
	FY2006	03/31/06	FY2006	FAVORABLE (UNFAVORABLE)
<b>EXPENDITURES:</b>				
Director of Parks	\$ 490,700	\$ 292,183	\$ 427,400	\$ 63,300
Superintendent of Parks	2,584,900	1,818,109	2,670,700	(85,800)
Research and Technology	1,453,800	962,927	1,431,600	22,200
Park Development	2,809,300	2,037,216	2,893,300	(84,000)
County-wide Planning - Parks	1,741,300	1,224,811	1,717,200	24,100
Park Police	9,625,900	7,123,321	9,590,500	35,400
Natural Resources	5,222,800	3,719,821	5,024,400	198,400
Central Maintenance	9,666,400	6,471,677	8,905,200	761,200
Northern Region (Region I)	7,711,600	5,349,635	7,425,500	286,100
Southern Region (Region II)	11,504,000	8,211,797	11,065,700	438,300
Property Management	910,000	707,664	910,000	-
<b>Total Operating Divisions</b>	<b>\$ 53,720,700</b>	<b>\$ 37,919,161</b>	<b>\$ 52,061,500</b>	1,659,200
Request before MCPB				(1,600,000)
<b>Net Operating Divisions</b>				<b>\$ 59,200</b>

**RECONCILIATION OF BUDGETED TRANSFERS:**

Transfer to Enterprise	\$ 655,000	\$ 655,000	\$ 655,000	\$ -
Transfer to Special Revenue Fund	10,000	-	10,000	-
Transfer to CIP	176,000	140,000	60,000	116,000
<b>Total Transfers</b>	<b>\$ 841,000</b>	<b>\$ 795,000</b>	<b>\$ 725,000</b>	<b>\$ 116,000</b>