



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
6611 Kenilworth Avenue • Riverdale, Maryland 20737

To: Montgomery County Planning Board  
 From: John Kroll, Corporate Budget Manager  
 Date: March 22, 2018  
 Subject: Agenda Item #4 – FY19 Proposed Budget Update

On March 15th, County Executive Leggett released his recommended budget. That budget for the Montgomery County portion of the Commission included reductions from our proposed budget for both the Administration and Park Funds. All other operating budget funds (Enterprise, Special Revenue, etc.) were recommended as proposed.

The following starts by showing how we restate our proposed budget so that it compares to how the County shows it. The basic idea is that grants and interfund transfers are considered separately by the County, so they are removed to reach the adjusted budget.

|                                     |                         | Revision to<br>OPEB | Revision to<br>Comp<br>Marker | Other One-<br>time<br>Savings | Spread<br>OIG<br>reduction | Revised<br>Reduction<br>Amount |
|-------------------------------------|-------------------------|---------------------|-------------------------------|-------------------------------|----------------------------|--------------------------------|
| <b>Administration Fund</b>          |                         |                     |                               |                               |                            |                                |
| Commission Adopted Budget           | 33,241,989              |                     |                               |                               |                            |                                |
| minus Grants                        | (150,000)               |                     |                               |                               |                            |                                |
| minus Transfer to SRF               | <u>(500,000)</u>        |                     |                               |                               |                            |                                |
| Adjusted Budget                     | 32,591,989              |                     |                               |                               |                            |                                |
| CE's Recommended Budget             | 30,967,927              |                     |                               |                               |                            |                                |
| Amount to be reduced                | <u>1,624,062</u>        | (53,566)            | (34,759)                      | (120,178)                     | (9,750)                    | <u>1,405,809</u>               |
| <br><b>Park Fund</b>                |                         |                     |                               |                               |                            |                                |
| Commission Adopted Budget           | 108,196,921             |                     |                               |                               |                            |                                |
| minus Grants                        | (400,000)               |                     |                               |                               |                            |                                |
| minus Transfer to Capital Projects  | (350,000)               |                     |                               |                               |                            |                                |
| minus Transfer to Debt Service      | <u>(6,521,285)</u>      |                     |                               |                               |                            |                                |
| Adjusted Budget                     | 100,925,636             |                     |                               |                               |                            |                                |
| CE's Recommended Budget             | 95,912,384              |                     |                               |                               |                            |                                |
| Amount to be reduced                | <u>5,013,252</u>        | (185,058)           | (112,517)                     | (607,250)                     | 9,750                      | <u>4,118,177</u>               |
| <b>Total Reduction - Both Funds</b> | <u><b>6,637,314</b></u> |                     |                               |                               |                            | <u><b>5,523,986</b></u>        |



Attached are the proposed non-recommended reductions necessary to meet the CE's proposed budget.

Please keep in mind that non-recommended reductions that have a bi-county effect (CAS department and CIO/CWIT) were scheduled for discussion and direction at Wednesday's Commission meeting. Since that meeting did not occur due to the weather, these reductions will still have to be reviewed by both Boards prior to submission to the County Council.

Attachments:

- Commissioners' Office
- Planning Department
- DHRM
- Finance
- Legal
- Corporate IT
- Parks Department

**MONTGOMERY COUNTY COMMISSIONERS' OFFICE  
 FY19 NON-RECOMMENDED REDUCTIONS  
 TO MEET THE COUNTY EXECUTIVE'S RECOMMENDATION**

In order to meet the County Executive's FY19 Recommended Budget, the Commissioners' Office must reduce its proposed FY19 Budget by \$58,704. The Planning Department has generously offered to cover \$27,507 of the Commissioners' Office proposed reduction for a total reduction required of \$31,197.

Below are the Commissioners' Office non-recommended reductions listed in priority order with the highest priority for restoration listed first.

| Top Priority for Restoration  |  | Funding         |
|---|--|-----------------|
| 1-a   | <b>Planning Board Training and Conferences</b><br>This \$2,500 non-recommended reduction would reduce the FY19 proposed request of \$10,000 for Planning Board members to participate in trainings and conferences.  | \$ 2,500        |
| 1-b   | <b>Funding to Unfreeze a Career Full-Time Position</b><br>This non-recommended request is to unfreeze and fill a career full-time administrative position to assume additional duties in the Commissioners' Office. (To offset funding, a career, part-time position would be frozen.) | \$25,000        |
| 1-c   | <b>Supplies and Materials</b><br>This non-recommended reduction of \$3,697 would reduce resources for research, contributions to internal events and activities, and general supplies and materials.   | \$ 3,697        |
| <b>TOTAL – Commissioners' Office Priority for Reconciliation List</b> |  | <b>\$31,197</b> |

**PLANNING DEPARTMENT – NON-RECOMMENDED REDUCTIONS  
TO MEET COUNTY EXECUTIVE’S RECOMMENDATION**

The Planning Department must reduce our proposed FY19 budget by \$964,945 in order to meet the County Executive’s FY19 recommended budget. The Planning Department will also cover \$27,507 of the Chairman’s Office proposed reduction. This is a total of a \$992,452 reduction for the Planning Department.

Below are the Planning Department’s non-recommended reductions listed in priority order with the highest priority for restoration listed first.

| Tier 1 - Departmental Top Priority for Restoration                           |  | Funding          |
|--|--|------------------|
| 1-a  | University of MD’s National Center for Smart Growth – Bicycle Master Plan - Consulting | \$75,000         |
| 1-b  | Ashton Minor Master Plan – Consulting  | \$25,000         |
| 1-c  | Shady Grove Sector Plan/Minor Master Plan Amendment – Consulting                       | \$25,000         |
| 1-d  | Aspen Hill Vision Zero Pedestrian Study/Zoning Analysis – Consulting                   | \$75,000         |
| 1-e  | Creative Sector Needs Assessment Study - Consulting                                    | \$75,000         |
| <b>SUB-TOTAL TIER 1 - Departmental Priority to go on Reconciliation List</b> |  | <b>\$275,000</b> |

| Tier 2 - Departmental Priority for Restoration                               |  | Funding          |
|--|--|------------------|
| 2-a  | M-NCPPC Chief Information Officer and County-wide IT Initiatives                   | \$87,702         |
| 2-b  | Pedestrian Connectivity Mapping – Consulting (not Univ. of Maryland)               | \$50,000         |
| 2-c  | Implement Traffic Generation from Mixed-Use Development Project Study - Consulting | \$75,000         |
| 2-d  | Open Space Benefits and Value Assessment - Consulting                              | \$50,000         |
| <b>SUB-TOTAL TIER 2 - Departmental Priority to go on Reconciliation List</b> |  | <b>\$262,702</b> |

| Tier 3 - Departmental Priority for Restoration                               |   | Funding          |
|--|---|------------------|
| 3-a  | GIS/ESRI Licensing Upgrade (in major known commitments)         | \$43,750         |
| 3-b  | Bill 24-17 Land Use Information Burial Sites – Vehicle/Supplies | \$36,000         |
| 3-c  | Utilities Increase (in major known commitments)                 | \$25,000         |
| 3-c  | Development Review Special Revenue Fund Transfer                | \$300,000        |
| 3-d  | White Flint II Implementation – Consulting                      | \$50,000         |
| <b>SUB-TOTAL TIER 3 - Departmental Priority to go on Reconciliation List</b> |   | <b>\$454,750</b> |

|               |                  |
|---------------|------------------|
| <b>Tier 1</b> | <b>\$275,000</b> |
| <b>Tier 2</b> | <b>\$262,702</b> |
| <b>Tier 3</b> | <b>\$454,750</b> |
| <b>TOTAL</b>  | <b>\$992,452</b> |

## Impacts of Non-Recommended Reductions

| <b>Impact of Tier 1 – Non-Recommended Reductions – \$275,000</b> |   |                 |
|--|---|-----------------|
| <b>1-a</b>   | <b>University of MD’s National Center for Smart Growth – Bicycle Master Plan - Consulting</b>   | <b>\$75,000</b> |
|  | <i>Impact – The University of Maryland provided critical assistance for the development of the Bicycle Master Plan. This reduction will delay the final revisions to the analysis and implementation of major recommendations for the bicycle master plan.</i>  |                 |
| <b>1-b</b>   | <b>Ashton Minor Master Plan – Consulting</b>  | <b>\$25,000</b> |
|  | <i>Impact – This funding is for a study to support our approved work program. This reduction will delay the evaluation of the appropriateness of the Overlay Zone in Ashton and the zones placed on Ashton as part of the county’s comprehensive revision of its zoning code in 2014.</i>   |                 |
| <b>1-c</b>   | <b>Shady Grove Sector Plan/Minor Master Plan Amendment – Consulting</b>   | <b>\$25,000</b> |
|  | <i>Impact - This funding is for a study to support our approved work program. This reduction will delay the analysis of the timing and potential achievement of the Stage 2 triggers given the limited residential capacity remaining in Stage 1.</i>   |                 |
| <b>1-d</b>   | <b>Aspen Hill Vision Zero Pedestrian Study/Zoning Analysis – Consulting</b>   | <b>\$75,000</b> |
|  | <i>Impact – This funding is for a study to support our approved work program. This reduction will delay the focused analysis on pedestrian safety at major intersections – Vision Zero Pedestrian Study – and the strategic analytic review of the zoning categories that were assigned as part of the 2014 zoning rewrite to determine if adjustments should be considered. The Aspen Hill Vision Zero study, when completed, may lead to the Aspen Hill Master Plan in the future.</i>  |                 |
| <b>1-e</b>   | <b>Creative Sector Needs Assessment Study – Consulting</b>  | <b>\$75,000</b> |
|  | <i>Impact – This study is part of the effort to establish the Planning Department as the County's Think Tank which keeps Montgomery County ahead of the curve. This study would provide a better understanding of the creative sector in Montgomery County, its needs, and how it contributes to economic competitiveness. It could lay the groundwork for future planning exercises to create planning and land use strategies for supporting and enhancing the role of this important sector in our economy. The cost is driven by the complexity of defining the sector, the significant interviews/outreach and benchmarking research required.</i> |                 |
| <b>Impact of Tier 2 – Non-Recommended Reductions - \$262,702</b> |   |                 |
| <b>2-a</b>   | <b>M-NCPPC Chief Information Officer and County-wide IT Initiatives</b>   | <b>\$87,702</b> |
|  | <i>Impact - This reduction would eliminate the Planning Department’s portion of the funding for the IT Security Office and for the new IT initiatives which could hinder the Commission’s ability to secure our IT systems from external threats. However, this reduction is commensurate to the reduction proposed by the Department of Parks in Tier 3.</i>   |                 |
| <b>2-b</b>   | <b>Pedestrian Connectivity Mapping – Consulting (not Univ. of Maryland)</b>   | <b>\$50,000</b> |
|  | <i>Impact - In a similar way that the bicycle stress map was created to understand bicycle connectivity, this project will create context sensitive criteria to evaluate the pedestrian network throughout the county. The consulting assistance from the University of Maryland Smart Growth contract will provide a staff person to develop the pedestrian connectivity criteria that will allow us to create the connectivity mapping tools and data. However, eliminating this funding for the technology needed to create the mapping tool will hamper/delay staffs’ ability to create the criteria.</i>   |                 |
| <b>2-c</b>   | <b>Implement Traffic Generation from Mixed-Use Development Project Study – Consulting</b>   | <b>\$75,000</b> |
|  | <i>Impact - This goal of this study is to develop a more accurate and robust method of estimating the traffic generation from mixed-use development projects. The elimination of this funding would delay the application of the MXD+ tool to five or six different sector plan areas earmarked as the first step to potential adaptation and validation of the tool countywide.</i>  |                 |

|   |  |                  |
|---|--|------------------|
| <b>2-d</b>  | <b>Open Space Benefits and Value Assessment – Consulting</b>   | <b>\$50,000</b>  |
|   | <i>Impact - This study is part of the effort to establish the Planning Department as the County's Think Tank which keeps Montgomery County ahead of the curve. The results of this assessment will inform open space policies, improve decision making, and advance management strategies, and provide greater understanding of these values and benefits which supports the work of the agency in many ways—from how, when, and where land is acquired and preserved, to how open space is planned for and protected, especially in urban areas where land is in shorter supply and comes at a premium.</i> |                  |
| <b>Impact of Tier 3 – Non-Recommended Reductions -\$454,750</b> |  |                  |
| <b>3-a</b>  | <b>GIS/ESRI Licensing Upgrade (in major known commitments)</b>   | <b>\$43,750</b>  |
|   | <i>Impact – Without the increased licenses, staff may encounter a shortage of the shared licenses causing a delay in their work program.</i>   |                  |
| <b>3-b</b>  | <b>Bill 24-17 Land Use Information Burial Sites – Vehicle/Supplies</b>   | <b>\$36,000</b>  |
|   | <i>Impact – This funding is for a 4-wheel drive SUV for field work and a computer/start up supplies for the archaeologist position to perform the mandated burial sites inventory. The elimination of this funding will require the archaeologist to use fleet pool vehicles which are not 4-wheel drive and may limit the locations the archaeologist can access.</i>   |                  |
| <b>3-c</b>  | <b>Utilities Increase (in major known commitments)</b>   | <b>\$25,000</b>  |
|   | <i>Impact – Without this increased funding, the Department may not meet its utility costs.</i>   |                  |
| <b>3-c</b>  | <b>Development Review Special Revenue Fund Transfer</b>  | <b>\$300,000</b> |
|   | <i>Impact – This reduction is the elimination of the transfer from the Administration Fund to the Development Review Special Revenue Fund. If the Department determines during the course of FY19 that the Special Revenue Fund does not have sufficient revenue to meet the expenditures, we will come back to the County Council with a supplemental request.</i>  |                  |
| <b>3-d</b>  | <b>White Flint II Implementation – Consulting</b>  | <b>\$50,000</b>  |
|   | <i>Impact – This study is no longer needed since the Council did not include all of White Flint II in the special taxing district.</i>   |                  |

DHRM Non-Recommended Reductions 2018

| <b>Tier 1</b>  | <b>MC</b> | <b>PGC</b> | <b>Total</b> |
|--|-----------|------------|--------------|
| Freeze Training Manager position until mid-January 2019. | 28,877    | 38,123     | 67,000       |

Operating departments have requested and the Commission’s Inspector General has noted a significant need for a Commission-wide training program to address organizational policy/regulatory compliance in areas including ethics, financial operations, ERP System procedures, employment policies, and workplace safety. In addition, training is necessary to meet succession planning demands throughout the agency. This position was authorized in FY 18 with funding for ½ year; however, it is currently frozen pending FY 19 Budget decisions.

**Tier 2**

|  |        |        |        |
|--|--------|--------|--------|
| ERP Human Resource Information System Specialist | 17,710 | 23,381 | 41,091 |
|--|--------|--------|--------|

FY 19 Proposal included the addition of 1 new position funded for 6 months to address the demand to document and validate system processes and instruction. The new ERP system centralized HR processing and 3 individuals are now responsible for entering and validating personnel actions that previously were decentralized among 200 system users. The high volume has resulted in significant errors and retroactive employee pay issues. This need was documented in a recent Inspector General report. To address this need on a temporary basis, the department would contract with outside resources for FY 19 using unexpected FY 18 savings.

|                    |        |        |        |
|--------------------|--------|--------|--------|
| Management Analyst | 23,407 | 30,901 | 54,308 |
|--------------------|--------|--------|--------|

The work program for the Policy and Management Operations Division has grown extensively over the past five years. The Division administers Commission-wide programs, through three units Risk Management/Workplace Safety, Policy/Corporate Records, and Management Services. The teams are understaffed requiring the Division Chief and team lead to regularly work extended hours and weekends to maintain the work program. The management services team lead is currently responsible for administering 5 budgets, handling all department procurement, managing the EOB facility and offsite offices, conducting specialized studies and administering some Commission-wide programs such as the Literacy Program and monitoring Public Information Requests and Responses. This Management Analyst position was also proposed for 6 months funding. During FY 19, we would try to fill the gap in resources by reorganizing the work with assistance from staff in the Office of the Executive Director and the Corporate Budget office.

**Tier 3**

|                                   |        |        |         |
|-----------------------------------|--------|--------|---------|
| Reduce Other Services and Charges | 43,100 | 56,900 | 100,000 |
|-----------------------------------|--------|--------|---------|

The Department has delayed utilizing the FY 18 contract for webinar consulting resources due to the frozen training manager position. We can therefore utilize the dollars remaining on the existing contract during FY 19. (\$60,000)



Similarly, the Department will reduce proposed funding for consulting services for the multiyear Class and Compensation Study by using unanticipated FY 18 savings. (\$40,000)

|       |         |         |         |
|-------|---------|---------|---------|
| Total | 113,094 | 149,305 | 262,399 |
|-------|---------|---------|---------|



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

6611 Kenilworth Avenue Riverdale, Maryland 20730

**Memorandum**

**TO:** Maryland-National Capital Park and Planning Commission

**FROM:** Joseph C. Zimmerman, Secretary-Treasurer 

**SUBJECT:** Non-recommended reductions to FY 19 budget request

**DATE:** March 20, 2018

I have been asked to prepare a list of non-recommended reductions to the Finance Department request in response to the Montgomery County Executive's proposed budget

In doing so, I have given considerable thought to the needs of the departments served by Finance, and input received from them over the last number of months.

While the reductions offered meet the number provided by the Budget Office, they are not without consequence.

It is important for the Commissioners to understand that the Park, Parks & Recreation, and Planning Departments all continue to demand a higher level of service. The volume and complexity are increasing and our staffing levels have not been adjusted to meet the demand. The continued development of the ERP solution will require increased efforts to capture and report data necessary for the Departments to manage their operations.

The Purchasing Division continues to be criticized by the Departments as not meeting their expectations and needs. We constantly work toward improvements, but are at the limits of existing staff. Among the areas of concern, the following are highlighted:

- The upgrade to the ERP will add functionality that will improve the level of service in the departments, but will demand more attention from Purchasing Division staff.

- Our Purchasing Manual is outdated and needs to be rewritten which has been deferred.
- The Inspector General has recommended changes to the practice of "riding" contracts issued by other jurisdictions which will increase the volume of solicitations that must be issued and managed by the Purchasing Office.

As of now, two senior members of the Finance staff have indicated that they will retire during FY 19. These positions will need to be filled immediately. The longer vacancies are allowed, the more work will lag and service to the Departments will suffer. Ideally, we would identify successors and have a period of overlap. Given that each of the individuals will receive a payout of annual leave upon retirement, the gap in time to fill the positions will be unacceptably long if lapse is not reduced.

The complexity of the ERP solution requires a significant amount of training and professional services on an ongoing basis to realize value from the investment made. This is true of ERP solutions in general, and is not specific to the Commission. Failure to provide training opportunities hinders the ability of the Finance staff to meet the needs of the Departments.

Will the sky fall if reductions are made? The obvious answer is no. The Finance Department will continue to prioritize its work and meet the needs of the Departments as best it can. It should be understood however, that progress in improving service will be impaired. At best we will be moving sideways, not forward.

With the above being said, the following non-recommended reductions are offered for your consideration:

|  |                         |
|--|-------------------------|
| Tier 1: ½ of lapse reduction               | \$25,262                |
| ½ of requested purchasing position         | <u>72,458</u>           |
|  | \$98,120                |
| Tier 2: ½ of lapse reduction               | \$25,262                |
| Prof Services and Training                 | <u>14,081</u>           |
|  | \$39,743                |
| Tier 3: ½ of requested purchasing position | <u>\$72,458</u>         |
| Total all tiers                            | <u><u>\$210,321</u></u> |

## Legal Department

The department will meet the \$129,963 reduction target by cuts in NON-PERSONNEL spending. The impact will be mitigated by a combination of accelerated spending with FY 18 salary lapse and passing through all outside counsel expenditures funding to operating departments.

Corporate IT FY19 Budget proposed reductions to meet Montgomery County Exec's Recommended budget

| <b>EIT</b>                              |                       |                           |                       |
|---|-----------------------|---------------------------|-----------------------|
| <b>Tier 1</b>                           | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| 7325 - Professional Serv General        | \$210,000             | \$40,000                  | \$60,000              |
| <b>Tier 2</b>                           | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| 7475 - Train/Workshps Fees              | \$50,000              | \$15,000                  | \$30,000              |
| <b>Tier 3</b>                           | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| <b>7107 - Office Supplies &lt;\$10k</b> | \$85,000              | \$25,000                  | \$60,000              |

| <b>EOB IT</b>                        |                       |                           |                       |
|--------------------------------------|-----------------------|---------------------------|-----------------------|
| <b>Tier 1</b>                        | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| 7111 - Computer Equip/Related <\$10k | \$100,000             | \$40,000                  | \$60,000              |
| <b>Tier 2</b>                        | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| 7111 - Computer Equip/Related <\$10k | \$100,000             | \$50,000                  | \$50,000              |
| <b>Tier 3</b>                        | <b>Initial Budget</b> | <b>Proposed reduction</b> | <b>Altered Budget</b> |
| <b>7475 - Train/Workshps Fees</b>    | \$15,000              | \$5,000                   | \$10,000              |

**M-NCPPC**  
**Montgomery County FY 19 Park Fund Budget**

|   | \$\$               | % Change    |
|---|--------------------|-------------|
| FY 18 Adopted Budget (excluding grants, CIP debt service transfer, and CIP transfer)                      | 95,101,570         |             |
| Compensation Adjustments (salary, retirement, benefits, merit/COLA marker, reclassification marker, OPEB) | 2,192,805          | 2.3%        |
| Known Operating Commitments Excl Compensation   | 1,252,384          | 1.3%        |
| WQPF Mandate  | 526,834            | 0.6%        |
| Program Enhancements  | 1,152,043          | 1.2%        |
| Cable Fund - Wi-Fi in the Parks   | 700,000            | 0.7%        |
| <b>FY 18 Requested Budget (excluding grants, CIP debt service transfer, and CIP transfer)</b>             | <b>100,925,636</b> | <b>6.1%</b> |
| County Executive's Recommended Budget   | 95,912,384         |             |
| Difference between Adopted FY 18 and Recommended FY 19  | 810,814            | 0.9%        |
| Difference between Requested FY 19 and Recommended FY 19  | (5,013,252)        |             |
| Adjustment for OIG Reductions   | (9,750)            |             |
| Adjusted Park Fund Reduction Amount Needed to Meet CE Recommendation                                      | (5,023,002)        |             |

**Park Fund Non-Recommended Reductions to Meet County Executive's Recommended Funding Level**

| Tier 1 - Departmental Priority for Restoration                               |  | Funding          | Positions  | Workyears  |
|--|--|------------------|------------|------------|
| 1-a  | Impose Hiring freeze on all vacant positions for the first quarter of the fiscal year  | 254,906          |            |            |
| 1-b  | Operating budget impacts for new and expanded parks including Batchellors Forest Local Park, Blair LP, Clarkmont LP, Dewey LP, Gene Lynch Urban Park, Kensington Cabin, Kings LP, Pinecrest LP, South Germantown Rcreation Park, and Wheaton Claridge LP | 343,995          | 1.0        | 3.6        |
| 1-c  | Supplies/Services - 1% Reduction of FY18 base  | 206,271          |            |            |
| 1-d  | Contractual Increases - meeting the Department's contractual obligations (Partial - balance of FY19 request is in Tier 3)  | 250,000          |            |            |
| <b>SUB-TOTAL TIER 1 - Departmental Priority to go on Reconciliation List</b> |  | <b>1,055,172</b> | <b>1.0</b> | <b>3.6</b> |

| Tier 2 - Departmental Priority for Restoration                               |   | Funding          | Positions  | Workyears  |
|--|---|------------------|------------|------------|
| 2-a  | Inflationary Increases - sustaining the current level of service at existing parks and facilities - FY19 Request (Partial - Balance of FY19 request is in Tier 3)   | 113,068          |            |            |
| 2-b  | Delivering Urban Parks through placemaking  | 200,050          | 3.0        | 3.0        |
| 2-c  | Improving safety and timeliness of repairs for aging playground infrastructure  | \$156,676        | 2.0        | 2.0        |
| 2-d  | Fixing aging and failing park instructure including plumbing and electrical systems that become costlier repairs due to deferred maintenance  | \$250,000        |            |            |
| 2-e  | Continuing to find ways to decrease our carbon footprint through data analysis and clean renewable solar energy (Sustainability Program Analyst - cost is partially offset by decrease in contractual services) | \$42,177         | 1.0        | 1.0        |
| 2-f  | Advancing the recycling program to meet the County's sustainability goals (Waste and Recycle Container Monitoring - adding wireless fill-level sensors for trash and recycling containers)                      | \$50,000         |            |            |
| 2-g  | Advancing outreach to our diverse community that is multi-cultural, multi-generational and multi-lingual  | \$160,036        |            |            |
| 2-h  | Enhancing enterprise IT applications (CIO Office and Commission-Wide IT) (Partial - balance of FY19 request is in Tier 3)   | \$50,100         |            |            |
| <b>SUB-TOTAL TIER 2 - Departmental Priority to go on Reconciliation List</b> |   | <b>1,022,107</b> | <b>6.0</b> | <b>6.0</b> |

| <b>Tier 3 - Departmental Priority for Restoration</b>                        |   | <b>Funding</b> | <b>Positions</b> | <b>Workyears</b> |
|--|---|----------------|------------------|------------------|
| 3-a  | Enhancing enterprise IT applications (CIO Office and Commission-Wide IT)<br>(Partial - balance of FY19 request is in Tier 2)  | \$243,004      |                  |                  |
| 3-b  | Contractual Increases - meeting the Department's contractual obligations<br>(Partial - balance of FY19 request is in Tier 1)  | \$191,761      |                  |                  |
| 3-c  | Inflationary Increases - sustaining the current level of service at existing<br>parks and facilities - FY19 Request (Partial - Balance of FY19 request is in<br>Tier 1) | \$113,067      |                  |                  |
| <b>SUB-TOTAL TIER 3 - Departmental Priority to go on Reconciliation List</b> |   | <b>547,832</b> | <b>0.0</b>       | <b>0.0</b>       |

| <b>External Fund Sources</b>  |   | <b>Funding</b> | <b>Positions</b> | <b>Workyears</b> |
|---|---|----------------|------------------|------------------|
| Other-a   | Expanding Wi-Fi technology in public spaces (Cable Fund)        | \$500,000      |                  |                  |
| Other-b   | Volunteer Coordinator Assistant (Water Quality Protection Fund) | \$82,172       | 1.0              | 1.0              |
| <b>SUB-TOTAL - TIER OTHER FUND SOURCES - Departmental Priority to go on<br/>Reconciliation List</b> |   | <b>582,172</b> | <b>1.0</b>       | <b>1.0</b>       |

| <b>Budget Reductions to Meet the FY19 County Executive Recommendation</b>              |  | <b>Funding</b>   | <b>Positions</b> | <b>Workyears</b> |
|--|--|------------------|------------------|------------------|
| Funding for consulting services - WQPF   |  | \$150,000        |                  |                  |
| Increase CIP chargeback - cost offset for position approved in WQPF                    |  | \$34,394         |                  | (0.4)            |
| Utilities - reduction in electric cost   |  | \$20,000         |                  |                  |
| Debt Service on Capital Equipment ISF - reduce FY19 ISF budget from \$2.4M to \$1.8M   |  | \$114,000        |                  |                  |
| Debt Service on Capital Equipment ISF - prepay a portion of cost using FY18 funding    |  | \$332,500        |                  |                  |
| Expanding Wi-Fi technology in public spaces (Cable Fund)                               |  | \$200,000        |                  |                  |
| Debt Service for CIP - reduction based on updated interest rate estimate for bond sale |  | \$60,000         |                  |                  |
| <b>SUB-TOTAL - Budget Reductions</b>   |  | <b>910,894</b>   | <b>0.0</b>       | <b>(0.4)</b>     |
| <b>TOTAL OF ALL TIERS</b>  |  | <b>4,118,177</b> | <b>8.0</b>       | <b>10.2</b>      |