



MONTGOMERY PARKS

The Maryland-National Capital Park and Planning Commission
2425 Reedie Drive | Wheaton, MD 20902
MontgomeryParks.org

MCPB Date: 2/24/22
Agenda Item # 3

MEMORANDUM

DATE: February 17, 2022

TO: Montgomery County Planning Board

VIA: Michael F. Riley, Director of Parks *MR*
Miti Figueredo, Deputy Director of Administration *Miti*
Gary Burnett, Acting Deputy Director of Operations
Shuchi Vera, Chief, Management Services Division *S.V.*

FROM: Nancy Steen, Budget Manager *NS*

SUBJECT: FY22 Budget Adjustment for the Department of Parks

STAFF RECOMMENDATION:

Approval of the request for an FY22 Budget Adjustment for the Department of Parks.

BACKGROUND:

All budget adjustments over \$100,000 require Planning Board approval.

The budget resolution approving the Department of Parks operating budget is appropriated at the divisional level. The Planning Board has authority to transfer appropriations between the major object codes (personnel, supplies, services, capital outlay) as long as each divisional appropriation is not exceeded by ten percent.

The recommended transfers do not exceed ten percent in any division.

The department requests approval to adjust the FY22 divisional line-item budgets, as shown below, to accommodate specific needs of the Department.

REQUEST APPROVAL:

The recent inflationary increases in the current economy are impacting departmental costs for acquiring goods and services. Also, the global supply chain issues are impacting our vendors' ability to meet demand contributing

to delays in receipt of our supplies. In addition, staff attrition as we ease out of the pandemic and a competitive job market have contributed to a record number of vacancies in our department. Typically, we package our funding reallocation requests and defer them until later in the fiscal year. However, because of these economic factors, we are coming to the Planning Board now to make this request to reallocate personnel funding to non-personnel to utilize this available funding prior to incurring further cost increases. In addition, we want to also provide sufficient lead time for our purchasing staff to be able to competitively source these goods and services to ensure that we maximize our buying power. We also anticipate returning to the Planning Board for an additional request later this fiscal year to reallocate funding for FY22 after we receive further detail on the status of our FY23 budget requests as that may impact our prioritization for those funds.

DETAILS OF BUDGET ADJUSTMENTS:

The Department of Parks is seeking the Board's approval to transfer \$2,269,885 from Personnel Services to Non-personnel to fund the following needs. This total includes \$2,142,885 for the Park Fund and \$127,000 for Property Management. In our prioritization of the various divisional requests for this Planning Board submission, our strategy was to group our requests and to then assign prioritization by category. As we move through the fiscal year, we will continue to assess our needs and capacity to fund other unbudgeted requests within our current budget.

Park Activation – Supplies - \$80,000

- \$80,000 to purchase a variety of supplies needed to continue to expand and enhance our park activation program. This funding will be used to acquire equipment including mobile skate ramps and rails, trailers, tents, semi-permanent games, and a portable generator. Funds will be able to be used to purchase durable goods needed for programs and events such as tables, folding chairs, digital radios, road cases, banners and backdrops, a portable AED, patio heaters and tent weights.

Electric Equipment - \$500,000 – replacement of existing vehicles and equipment with energy efficient electric vehicles/equipment. These purchases will reduce fuel, noise, and maintenance costs and will continue our transition to electric equipment to meet departmental needs.

- \$350,000 to replace existing gas-powered mowing and landscaping equipment that has reached the end of useful life. This funding will be used to purchase various equipment for the Horticulture, Forestry and Environmental Education, Northern Parks and Southern Parks divisions. Equipment being purchased includes multiple zero turn and standing mowers, multipurpose trimmers, landscape edgers, leaf blowers, electric chargers, and trailers to store and transport the equipment.
- \$50,000 to replace a high use aging cargo van with an Electric Ford Transit Cargo Van. This cargo van will be used for daily delivery of fleet parts to our team of mechanics located in various regional shops plus other supply pick-ups and deliveries for the Green Farm warehouse.
- \$15,000 to purchase an electric task utility vehicle used for trail inspections.
- \$85,000 to purchase four electric paint sprayers with ride-on attachments used daily for painting lines on athletic fields. These paint sprayers provide high production, fume-free striping.

Other Equipment - \$446,400

- \$248,000 to replace an aging asphalt paver that no longer fits the work program due to limited size and abilities. This replacement paver adds auto grade control, a larger paving width and asphalt capacity. This

equipment will be used for capital improvement projects and repairs of parking lots, parkways, and hard surface trails. This cost includes a trade-in credit of \$25k for old equipment being replaced.

- \$68,400 to replace two mini skid steers to be used primarily for construction and renovation of trails.
- \$130,000 for two *Ventrac* tractors including attachments. This equipment is used year-round for multiple tasks including mowing, leaf removal, athletic field maintenance, trail maintenance and stormwater management.

Maintenance Supplies - \$250,000

- \$170,000 to replace deer fencing with chain link fencing at various community gardens (Briggs Chaney, Long Branch, Rocking Horse, Fenton). Chain link fencing has a longer life span and provides better security.
- \$30,000 for playground supply materials. Funding needed to offset increased costs for slides and other playground materials.
- \$50,000 to replace athletic field lights that have burned out. The original extended warranties for lighting at many of our fields have now expired. The athletic field team recently did an audit and verified 120 bulbs in various parks which need to be replaced to ensure player safety during evening play. This cost covers both installation and materials cost for the replacement lighting.

New Technology - \$22,000

- \$22,000 for innovation/ideation technology software to help our department streamline our innovation process. The software will enable us to capture employee ideas around targeted topics based on departmental goals. The software allows employees to post recommendations for improvements, new programs, and processes. In addition, the software also incorporates an electronic evaluation system that is transparent to staff.

Solar Installations - \$380,000

- \$380,000 to purchase and install rooftop solar systems at Meadowbrook and Wheaton Maintenance Facilities. With the accelerated greenhouse gas reduction targets passed in 2017 by Montgomery County, the department continues to prioritize installation of locally generated renewable resources through solar photovoltaics. In addition to the generation of clean, renewable energy, these additional solar projects will yield upwards of \$19,000 in electric cost savings per year.

Technology Upgrades - \$392,685

- \$75,480 to replace information technology switches and a router that are approaching the end of their useful life. This computer equipment is critical for ensuring that our network is operational 24x7. This cost includes equipment and installation.
- \$90,000 for replacement of desktop computer equipment (laptops, monitors, docking stations, headsets). Hybrid teleworking schedules have increased demand for docking stations and monitors for staff thereby depleting our inventory. In addition, inflation and supply chain issues have caused prices to increase for purchasing computer equipment and supplies. This additional funding is needed to replenish our available

inventory of equipment and to offset the higher costs being encountered as part of our normal equipment replacement of older equipment.

- \$170,205 to replace our inventory of body worn cameras for Park Police. Our current inventory of body worn cameras is approaching end of useful life. The new body worn cameras have improved battery life making data transfer more efficient and reducing the number of needed spare cameras. This cost includes new body worn cameras for all sworn officers, charging stations, batteries, and three years of software license fees, maintenance, and equipment warranty.
- \$57,000 for twelve in-car video systems. These upgraded systems include technology that allows body worn cameras to upload directly to in-car hard drives which means that officers will no longer have to dock body worn cameras to upload data. Purchases of these in-car video systems for our fleet will be phased in over time with new systems being installed in conjunction with vehicle replacements.
- \$71,800 to purchase two Park Police vehicles replacing vehicles that are reaching the end of useful life.

Property Management - \$127,000

- \$127,000 for lighting upgrades at two equestrian facilities (Wheaton and Meadowbrook Stables). The upgrade to LED lighting includes a variety of fixtures and bulbs throughout the facilities and will increase energy efficiency and reduce energy costs.

The Planning Board's approval of this transfer is requested.

Approved by the Planning Board: _____

Date: _____