



## MONTGOMERY PARKS

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

MCPB Date: 2/15/24  
Agenda Item # 5

### MEMORANDUM

**DATE:** February 8, 2024

**TO:** Montgomery County Planning Board

**VIA:** Miti Figueredo, Director of Parks *Miti*  
Darren Flusche, Acting Deputy Director of Administration  
Gary Burnett, Deputy Director of Operations *Gary Burns* *DF*  
Shuchi Vera, Chief, Management Services Division *Shuchi Vera*

**FROM:** Nancy Steen, Budget Manager *Nancy Steen*

**SUBJECT:** FY24 Budget Adjustment for the Department of Parks

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### STAFF RECOMMENDATION:

Approval of the request for an FY24 Budget Adjustment for the Department of Parks.

### BACKGROUND:

The Land Use Article, Section 18-109, provides for budget transfers as long as the transfer does not exceed 110% of the available approved budget amounts or result in a change in the work program. Accordingly, Commission Practice 3-60, Budget Adjustments (Amendments and Transfers), allows budget transfers when they do not increase the budget by more than 10%, and such transfers are approved by the Planning Board when they exceed \$100,000. The Planning Board has authority to transfer appropriations between the major object codes (personnel, supplies, services, capital outlay) and between divisions if they meet those conditions.

### REQUEST APPROVAL:

The Parks Department's recommended transfers below do not exceed 10% in any division and do not change the work program.

Staff attrition and a competitive job market continue to contribute to an above average number of vacancies in our department. We have made considerable progress in reducing our vacancy rate and continue to strive to fill all vacant positions; however, we are projecting to have personnel cost savings due to these vacancies. Therefore, we are coming to the Planning Board now to request to reallocate FY24 savings in personnel funding to non-

personnel to use this available funding. As we continue to progress through this fiscal year, we will continue to monitor spending and availability of funds, so we may return later in the fiscal year requesting further reallocation of funding.

**DETAILS OF BUDGET ADJUSTMENTS:**

The Department of Parks is seeking the Board’s approval to transfer \$288,650 of available funding from Personnel Services in the Park Fund to Non-personnel (Supplies and Materials, Other Services & Charges, Capital Outlay) to fund the requests detailed in this memo. The Department is also requesting to move available funding from the Non-Departmental compensation markers of \$617,500 to Support Services.

**Activating Parks - \$65,000** – funding to support entertainers, equipment, and other supplies for the Sligo Creek Fest planned for May 2024. The event will turn Sligo Creek’s Open Parkway (Dennis Avenue to University Blvd) into a street festival complete with live music, kids’ entertainment activities, food, drinks, and more. The event aims to highlight the Sligo Creek Parkway, surrounding trails, and programs Montgomery Parks offers throughout the county.

**Park Facelifts - \$100,000**

- This funding will be used to update park amenities that need refreshing. With our large park system and large backlog of maintenance needs, many of our smaller amenities get neglected. Now that we have filled many of our vacancies, we want to redirect staff to do a prioritized “blitz” to update or enhance some of our most visible amenities. Funding will be used for multiple small projects throughout our park system to update amenities such as signage, kiosks, and other furniture and fixtures.

**Public Safety and Security Upgrades – \$123,650**

- \$92,400 to upgrade and replace aging fire alarm systems at the Meadowbrook Maintenance Yard and Saddlebrook Park Police Headquarters and to enhance the security systems and cameras at the Martin Luther King and Meadowbrook Maintenance Yards. Upgrading these systems will improve security and monitoring of our buildings and equipment and further automate building and maintenance yard access for our staff.
- \$31,250 to replace and upgrade the security fencing that is in disrepair at Meadowside Nature Center. This fencing runs from the nature center building behind the raptor enclosures at Meadowside Nature Center and ensures that people do not get unauthorized access to the bird enclosures.

**Funding of Legal Settlements - \$617,500**

- Transfer of \$617,500 from available unallocated compensation markers in Non-Departmental for the Park Fund. This funding will be used to facilitate replenishment of funding in the Risk Management Fund for final negotiated settlements approved this fiscal year for several legal cases.

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

Approved by the Planning Board: \_\_\_\_\_ Date: \_\_\_\_\_











# MCPB 2-15-24 - MC Parks FY24 Budget Adjustment Memo

Final Audit Report


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