



MCPB Date: 6/6/2024
Agenda Item #5

MEMORANDUM

DATE: May 31, 2024
TO: Montgomery County Planning Board
VIA: Jason K. Sartori, Planning Director
Bridget Broullire, Acting Deputy Director
FROM: Karen Warnick, Division Chief, Management Services
SUBJECT: FY24 Budget Transfers for the Planning Department

STAFF RECOMMENDATION:

Approval of the Request for FY24 Budget Transfers for the Planning Department.

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 OF THE FY24 BUDGET TRANSFERS FOR THE PLANNING DEPARTMENT:

Transfer of Allotted Non-Departmental Funding to Division Budgets - \$20,600

Transfer of funding to the applicable divisions from the reserved compensation marker for staff compensation adjustments associated with the classification and compensation study.

Transfer Non-Departmental Funds to Risk Management Fund- \$61,300

Transfer of funding available from unallocated compensation markers in the Admin Fund Non-Departmental Account to the Risk Management Internal Service Fund (ISF) to prepay Montgomery Planning's FY25 Risk Management expense to better position the department regarding the upcoming FY25 budget year.

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

Approved by the Planning Board: _____ Date: _____