



MONTGOMERY PARKS

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

MCPB Date: 5/28/25
Agenda Item # 5

MEMORANDUM

DATE: May 21, 2026
TO: Montgomery County Planning Board
VIA: Miti Figueredo, Director of Parks *mf*
Darren Flusche, Deputy Director of Administration *DF*
Gary Burnett, Deputy Director of Operations *Gary Burnett*
Shuchi Vera, Chief, Management Services Division *SV*
FROM: Kate Bentley, Budget Manager *Kate Bentley*
SUBJECT: FY26 and FY27 Budget Adjustment for the Department of Parks

STAFF RECOMMENDATION:

Approval of the request for Budget Adjustments for FY26 and FY27 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 10% of the 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.

DETAILS OF FY26 BUDGET ADJUSTMENTS:

The Department of Parks (the Department) is requesting the Board’s approval to transfer \$2,274,040 in funding from the Non-Departmental compensation markers and \$931,000 from Non-Departmental Debt-Service funding to Park Fund divisional budgets and the MC Risk Management Internal Service Fund. These transfers aim to balance the FY26 budget in light of the Department’s high required lapse while also helping to cover costs resulting from major cuts to the Department’s requested FY27 budget. The Department requested a 6.3% increase over FY26 but received only 4.8%. Most of the requested funding to reduce the departmental lapse was cut, along with all requested increases for contracts, inflation, and utilities. In addition, the Department is requesting a minor budget adjustment to the FY27 Park Fund resulting from a small reorganization within the Department. The Department’s recommended transfers below do not exceed 10% in any division and do not change the work program. Further details associated with these transfers are provided below:

Transfer of Non-Departmental Funding to Division Personnel Budgets - \$1,877,040

The Department currently has a 10% budgeted lapse and has maintained a minimal level of hiring for the past six months to avoid exceeding its personnel budgets. However, the Department has seen elevated overtime from a severe winter, underfunded annualizations, and higher-than-expected unemployment and long-term disability costs. These transfers aim to cover personnel overages and to spread remaining markers to cover actual costs.

- Transfer \$196,608 from the reclassification marker to cover actual FY26 costs. Because it is not known during budget development which positions will be reclassified, the Department budgets this funding in a Non-Departmental account and later transfers it to the divisions where the costs are incurred.



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- Transfer \$1,660,475 from the compensation marker for pay adjustments. The marker was partially distributed earlier this fiscal year to cover non-represented staff pay increases approved in September. Now that the FY26 MCGEO union agreement is finalized and retroactive pay has been issued, the Department is requesting to distribute the remaining marker funds to divisional budgets to cover those costs.
- Transfer \$19,957 from the reserved compensation marker for seasonal staff benefits to cover actual FY26 costs. Because it is not known during budget development which seasonal employees will elect benefits, the Department budgets this marker based on eligibility and historical trends. The funding is held in Non-Departmental and later transferred to the divisions where the actual costs occur.

Transfer of Non-Departmental Funding and Debt Service Funding to the Risk Management Internal Service Fund - \$1,000,000

When the FY27 Proposed Park Fund Budget was presented to the Board in November, staff noted that the requested \$812,100 would not fully meet Risk Management Fund needs. At that time, the plan was to use a portion of the fund balance while the Department reviewed the processes driving these costs. Now that the County Council has approved the FY27 Risk Management request, this transfer is proposed to strengthen the fund balance and help reduce the need for another significant increase in the Park Fund contribution to Risk Management in FY28.

- Transfer \$397,000 from the remaining compensation marker for staff pay adjustments in Non-Departmental to the Risk Management Internal Service Fund (ISF).
- Transfer \$603,000 from Debt Service funding in Non-Departmental to the Risk Management Internal Service Fund (ISF).

Transfer of Debt Service Funding to Support Services - \$328,000

The Department’s adopted FY27 budget did not cover crucial increases for contracts, inflation, or utilities. The reductions to the FY27 request now jeopardize funding for critical contracts. These transfers would use available FY26 balance in Debt Service funding to support those contracts and help the Department meet its most important operational and staff-related obligations in FY27.

- Transfer \$20,000 to Support Services for MCGEO staff uniforms.
- Transfer \$18,000 to Support Services for MCGEO staff safety shoes.
- Transfer \$130,000 to Support Services for gasoline contracts.
- Transfer \$160,000 to Support Services for various contractual increases not covered in FY27, including interpretation services for staff required by Title I, translation and interpretation service for public events, portable toilets, software licenses and agreements like the ActiveMONTGOMERY system, trash removal contracts, and equipment maintenance contracts.

DETAILS OF FY27 BUDGET ADJUSTMENT:

Minor Personnel Reorganization - \$176,906

- Transfer of \$176,906 from the Southern Parks Division to the Director’s Office Division. This minor reorganization was made operationally earlier this fiscal year. Planning Board approval is required to adjust the adopted budget to reflect the change.

The Planning Board’s approval of these transfers is requested.

Approved by the Planning Board: _____ Date: _____