



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION



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MontgomeryPlanning.org

MCPB Date: 6/4/2026  
Agenda Item #7

**MEMORANDUM**

**DATE:** May 29, 2026  
**TO:** Montgomery County Planning Board  
**VIA:** Jason K. Sartori, Planning Director *KS*  
Bridget Broullire, Deputy Planning Director  
**FROM:** Ralph Sherrill, Budget Manager, Management Services Division *RS*  
Karen Warnick, Division Chief, Management Services *Kaw*  
**SUBJECT:** FY26 Budget Adjustment for the Planning Department

**STAFF RECOMMENDATION:**

Approval of the Request for FY26 Budget Adjustment 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 FY26 BUDGET TRANSFER FOR THE PLANNING DEPARTMENT:**

**Transfer Non-Departmental Funds to Development Review Special Revenue Fund – \$410,000**

Transfer of funding available from unallocated compensation markers in the Admin Fund Non-Departmental Account to the Development Review Special Revenue Fund to better position the fund regarding the upcoming FY27 budget year.

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

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

Artie L. Harris, Chair of the Planning Board