

The Maryland-National Capital Park and Planning Commission



Proposed Annual Budget Fiscal Year 2024

Prince George's County

The Maryland-National Capital Park and Planning
Commission

www.mncppc.org

Proposed Annual Budget
Fiscal Year 2024

Commissioners

Peter A. Shapiro, Chairman of the Commission
Jeff Zyontz, Vice-Chairman of the Commission

Dorothy F. Bailey
Cherri Branson
William M. Doerner
Manuel R. Geraldo

David Hill
Roberto R. Piñero
Amy L. Presley
A. Shuanise Washington



Officers

Asuntha Chiang-Smith, Executive Director
Gavin Cohen, Secretary-Treasurer
Debra S. Borden, General Counsel

Prince George's County Directors

Andree G. Checkley
Director of Planning

Bill Tyler
Director of Parks and Recreation

Montgomery County Directors

Tanya Stern
Acting Director of Planning

Michael F. Riley
Director of Parks



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Maryland-National Capital Park & Planning Comm
Maryland**

For the Fiscal Year Beginning

July 01, 2022

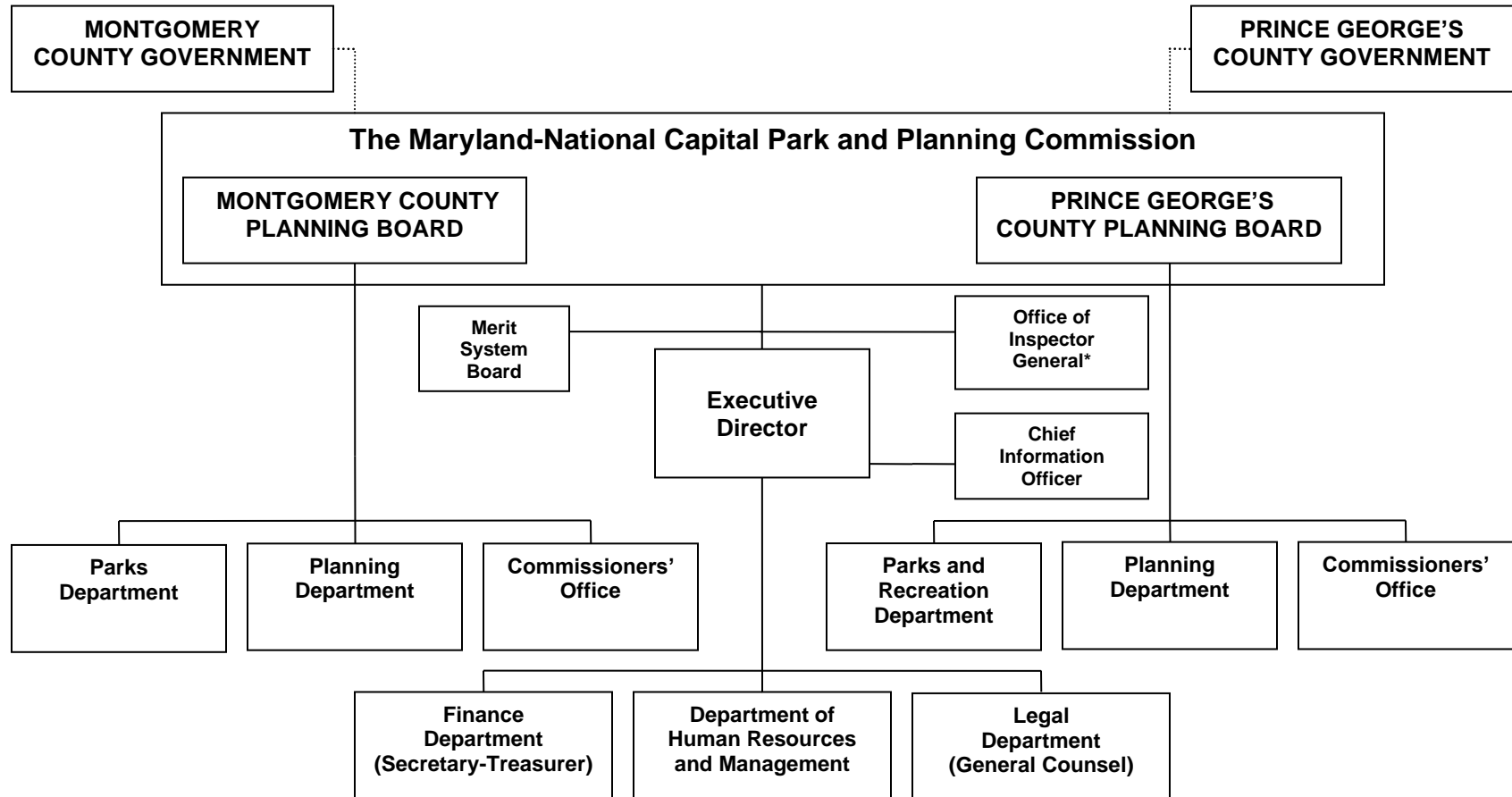
Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the the Maryland-National Capital Park and Planning Commission for its annual budget for the fiscal year beginning July 1, 2022. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operating guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION



*Office of Inspector General reports to the Audit Committee.

**The Maryland-National Capital Park and Planning Commission
Proposed Annual Budget Fiscal Year 2024
Prince George's County**

CREDITS

Executive Director

Asuntha Chiang-Smith

Budget Team

John Kroll
Katie Knaupe
Melinda Duong
Sue Marciniak

Department Budget Staff

Chip Bennett
Clifton Brown, Jr.
Melva Brown
Louise Cisse
Robert Clarke
Brian Coburn
Ashley Haymond
Benita Henderson
Kevin Hodgkins
Terry Johnson
Lola Knights
Brenda McCane
Edith Michel
Patrick Owusu-Siaw
Sonya Shirland
Bridget Stesney
Krista White

Publication Support

James Adams
Dante Bryant
Carly Brockinton
Lawana Bush
Anthony Coates
Christian Edwards
Antoinne Elliott
Gary Mitchell
Amit Patel
Frances Richardson
Bobby Teel





THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

14741 Governor Oden Bowie Drive
 Upper Marlboro, Maryland 20772
www.mncppc.org/pgco

Office of the Chairman
 Prince George's County Planning Board

January 15, 2023

The Honorable Angela D. Alsobrooks
 County Executive
 Prince George's County
 1301 McCormick Drive
 Largo, MD 20774

The Honorable Thomas E. Dernoga
 Chair
 Prince George's County Council
 1301 McCormick Drive
 Largo, MD 20774

Dear Ms. Alsobrooks and Mr. Dernoga:

Pursuant to §18-104 of the Land Use Article of the Annotated Code of Maryland, I am pleased to transmit for your consideration and approval the FY24 Proposed Budget of the Maryland-National Capital Park and Planning Commission for Prince George's County.

The total FY24 Proposed Budget for tax supported funds (Administration, Park, Recreation and Advance Land Acquisition [ALA] Debt Service) is \$358.8 million, a 24.9 percent decrease from the FY23 Adopted Budget. The total FY24 Proposed Budget for tax and non-tax supported funds (excluding ALA Revolving Fund, Capital Projects Fund, and Internal Service Funds (ISFs)), is \$393.7 million, a decrease of 23.2 percent from the FY23 Budget. These decreases reflect the elimination of the transfers to the Largo HQ Building ISF, and no further funding for the Council generated additions for athletic field improvements.

**Summary of FY24 Proposed Operating Budget Expenditures
 (net reserves, ALARF, Internal Service Funds, and Capital Projects Fund)**

	FY23			
	Adjusted Adopted	FY24 Proposed	\$ Change	% Change
Prince George's Funds				
Administration (1)	\$ 64,913,133	\$ 68,204,607	\$ 3,291,474	5.1%
Park (2)	246,062,288	183,223,548	(62,838,740)	-25.5%
Recreation (3)	167,018,943	107,394,121	(59,624,822)	-35.7%
ALA Debt	-	-	-	-
Subtotal Tax Supported	477,994,364	358,822,276	(119,172,088)	-24.9%
Enterprise	13,524,910	13,451,632	(73,278)	-0.5%
Special Revenue	6,769,838	6,769,838	-	0.0%
Park Debt	14,438,603	14,668,753	230,150	1.6%
Total Prince George's	\$ 512,727,715	\$ 393,712,499	\$ (119,015,216)	-23.2%

(1) Includes transfer to Capital Projects

(2) Includes transfer to Park Debt Service, Capital Projects and Largo HQ Bldg (FY23)

(3) Includes transfer to Enterprise Fund, Capital Projects and Largo HQ Bldg (FY23)



Delivering Quality Projects, Programming and Services

The Commission's mission remains compelling. The wisdom of connecting land use planning and parkland management under one agency continues to strengthen Prince George's County's quality of life culturally and economically. Each day, the Commission strives to manage physical growth; plan communities; protect and steward natural, cultural, and historic resources; and to provide innovative leisure, performing arts, and recreational experiences that enhance and support the vibrancy and wellness of our culturally and geographically diverse community. The Commission performs these duties while assisting and supporting the County to achieve a variety of overall economic development, health, and quality of life goals.

We are a nationally recognized leader in land use planning and the recipient of numerous national, state, and regional awards in both planning, and parks and recreation. In 2015, the Commission earned its sixth Gold Medal for Excellence in Parks and Recreation management - the only agency in the United States to have achieved this honor. This distinction cements the Commission's place as the best Parks and Recreation agency in the country and bolsters Prince George's County's image as a great place to live, visit, work and recreate. Of course, the national record we hold is the result of a massive team effort, including the entire agency, residents, volunteers, the County Executive, County Council, and other elected officials and stakeholders.

As stewards of taxpayer money, and recognizing competing demands and limited availability of funds, once again we have submitted a fiscally prudent budget for your review. Utilizing existing resources, the FY24 Proposed Budget continues to support our primary mission by continuing to address critical infrastructure needs and ensuring adequate fiscal resources are available to maintain service delivery.

The FY24 Proposed Budget includes funding related to necessary planning studies, legislative mandates, and maintaining park and recreation facilities and operations.

Commitment to Continued Collaboration

The FY24 Proposed Budget continues to build upon the spirit of collaboration and commitment between the Commission and the County. This collaboration and commitment help to ensure that the residents of Prince George's County continue to receive high quality planning, parks, and recreation services to support the County's economic development and the overall health and wellness of our community. Excellent parks, recreation, performing arts, and land use planning enhance the quality of life and make our community an attractive place to live, work, and conduct business. Additionally, multiple studies have demonstrated that incorporating parks and recreation into land use planning measurably improves the health of communities, fulfilling some of the strategies in the County's Strategic Healthcare Plan.

Through numerous important collaborative projects such as the Planning Assistance to Municipalities and Communities Program (PAMC), transit oriented development (TOD), implementing recommendations from the Plan Prince George's 2035 General Plan Update, and supporting the recently adopted Countywide Map Amendment, the Commission continues to



partner with the County to promote economic vitality, environmental sustainability and overall enhanced quality of life for all of our residents.

Moving Forward

We have been successful with our budget strategy of the past several years. We do not project structural deficits in the Administration, Park or Recreation Funds in FY24. We remain ever mindful of the six-year plan (adopted in FY16) that guided us to these results, and budget available resources to continue the high level of services we provide, as well as to continue to address previously unfunded infrastructure improvements.

FISCAL YEAR 2024 BUDGET OBJECTIVES

As previously noted, the key objective in the FY24 Proposed Budget is to ensure continued service delivery, and to provide adequate resources both for necessary planning studies as well as for park and recreation infrastructure.

The Proposed Budget includes the following major known commitments for personnel costs in FY24:

- Medical Insurance and Benefit Costs;
- Full funding of Other Post-Employment Benefits (OPEB) PayGo and Pre-Funding as determined by the current actuarial study;
- Full funding of pension contribution as determined by the current actuarial study; and
- Dollar markers to adjust employee compensation and possible position reclassifications due to a multi-year classification study of the workforce.

As can be seen in the following table, personnel expenses are proposed to increase by \$11.7 million, mostly due to employee compensation markers and health insurance expenses.



FY24 Proposed Budget
Summary of Changes in Major Personnel Costs
Prince George's County Administration Fund, Park Fund, and Recreation Fund

	FY23 Adjusted Adopted	FY24 Proposed	\$ Change	% Change
OPEB				
OPEB PayGo & Prefunding	\$ 12,347,670	\$ 12,178,667	\$ (169,003)	-1.4%
Pension (ERS)				
Pension (ERS)	14,345,723	15,857,486	1,511,763	10.5%
Health and Benefits(1)				
Employee Health Benefits	23,287,114	26,559,405	3,272,291	14.1%
Subtotal Personnel Costs	<u>\$ 49,980,507</u>	<u>\$ 54,595,558</u>	<u>\$ 4,615,051</u>	<u>9.2%</u>
Employee Compensation				
Marker for Changes to Employee Comp.		9,506,783	9,506,783	-
Marker for Possible Reclassifications	1,673,631	1,673,631	-	0.0%
Marker for Minimum Wage Increase	2,390,555	-	(2,390,555)	-100.0%
Total Major Personnel Costs			<u>\$11,731,279</u>	

(1)Health and Benefits includes medical insurances (health, dental, vision, prescription), long-term disability, accidental death and dismemberment, and life insurance.

Other Post-Employment Benefits (OPEB) and Pension costs are budgeted in accordance with the annual actuarial valuations. Health costs are increasing due to increased utilization and cost trends.

Employee Compensation

For employee compensation, the budget includes a dollar marker of \$9.5 million. The Commission will be in a wage and benefit re-opener with the Municipal and County Government Employees Organization (MCGEO) and full contract negotiations with the Fraternal Order of Police (FOP), the results of which will be presented for approval at the Joint County Council Meeting in May 2023. Also included is a marker for possible reclassification adjustments based on the multi-year classification study that is nearing completion (\$1.7 million).

Major Non-Personnel Cost Changes

- Transfers that were budgeted in FY23 from the Park Fund and the Recreation Fund to the Largo Headquarters Building Fund are no longer necessary, as that project now has adequate funding to proceed.
- Additional one-time funding for athletic field initiatives budgeted in FY23 was assumed to be complete and therefore not continued in the FY24 Proposed Budget.



Investing to Meet Essential Needs

Included in the funding levels of the Administration Fund, Park Fund and Recreation Fund is a funding request of \$3.9 million to address critical equipment, programmatic, legislative, maintenance, and essential service needs. In the Planning Department, additional staffing is proposed to address increasing workload. For Human Resources and Management, it is seven additional positions – three to expand our recruitment efforts, one to expand our Labor Relations team, one Supplier Diversity specialist, one Performance Management analyst, and one Occupational Safety and Health specialist funded by the Risk Management Internal Service Fund; for Finance, in addition to funding two previously frozen positions, one new Corporate Applications analyst; for the Corporate IT Division of the Office of the CIO, one Web Systems specialist and one Cyber Security specialist; and for the Legal Department, it is funding for one new Senior Compliance Counsel position. For the Park and Recreation Funds, additional positions are proposed to continue to improve service delivery, maintenance, and operations. Each department's budget section provides detailed information on how this increased investment will be used. Below is a summary of new investment by department.

Fund	Department	Critical Needs and Program Enhancements
Administration	Commissioners' Office	\$ -
Administration	Planning	1,209,458
Administration	DHRM	438,500
Administration	Legal	69,173
Administration	Finance	240,042
Administration	Inspector General	-
Administration	Corporate IT	144,528
Park	Parks & Recreation	847,776
Recreation	Parks & Recreation	966,932
Total		\$ 3,916,409

Project Charges

From FY05 to FY12, project charge payments to the County and other agencies increased from \$5.0 million to \$22.0 million annually. This tremendous increase coincided with the same period that property tax revenues began a steep decline, resulting in the Commission having to redirect resources to meet the rising project charge costs. Some years ago, we began working together with the County on a plan of phased reductions in project charges. Our plan was to reduce project charges steadily each year through FY19. That plan was scaled back a bit to accommodate the County's fiscal challenges. The schedule was stretched out by two years and FY21 was the last year of planned reductions. The total for project charges in FY21 was \$8.1 million. FY22 increased to \$8.4 million, FY23 increased to \$9.0 million, and that is the amount proposed to continue in FY24.



Summary of FY24 Proposed Budget for General Fund Accounts

For the three tax supported operating funds, we are putting forward a total proposed budget of \$478.0 million. The Administration Fund, which funds the Planning Department, Commissioners' Office, and Central Administrative Services (CAS) departments, is proposed to increase by 5.1 percent, or \$3.3 million over the FY23 Budget. The Park Fund is proposed to decrease 25.5 percent, or \$62.8 million. Lastly, the Recreation Fund budget is proposed to decrease by 35.7 percent, or \$59.6 million. No changes in property tax rates are required to fund the FY24 Proposed Budget.

The following table summarizes the FY24 Proposed Budget:

M-NCPPC				
Summary of FY24 Proposed Budget General Fund Accounts				
By Fund by Department (excludes reserves)				
	FY23			
	Adjusted	FY24	\$	%
	Adopted	Proposed	Change	Change
Prince George's				
Administration Fund				
Commissioners' Office Operating	\$ 2,406,645	\$ 2,452,901	\$ 46,256	1.9%
Planning Department Operating	42,626,654	41,873,111	(753,543)	-1.8%
Project Charges	5,045,799	5,045,799	-	0.0%
CAS Departments	11,461,631	13,295,160	1,833,529	16.0%
Transfer to Capital Projects	30,000	30,000	-	0.0%
Non-Departmental (1)	3,342,404	5,507,636	2,165,232	64.8%
Subtotal Admin Fund	64,913,133	68,204,607	3,291,474	5.1%
Park Fund				
Park Fund Operating	131,115,273	139,077,168	7,961,895	6.1%
Project Charges	676,800	676,800	-	0.0%
Transfer to Capital Projects	31,350,000	15,750,000	(15,600,000)	-49.8%
Transfer to Debt Service	14,286,878	14,271,253	(15,625)	-0.1%
Transfer to Largo HQ Bldg	59,500,000	-	(59,500,000)	-100.0%
Non-Departmental (1)	9,133,337	13,448,327	4,314,990	47.2%
Subtotal Park Fund	246,062,288	183,223,548	(62,838,740)	-25.5%
Recreation Fund				
Recreation Fund Operating	75,988,620	78,846,072	2,857,452	3.8%
Project Charges	3,246,350	3,246,350	-	0.0%
Transfer to Enterprise	7,230,310	6,811,828	(418,482)	-5.8%
Transfer to Capital Projects	10,000,000	10,000,000	-	0.0%
Transfer to Largo HQ Bldg	25,500,000	-	(25,500,000)	-100.0%
Non-Departmental (1)	45,053,663	8,489,871	(36,563,792)	-81.2%
Subtotal Recreation Fund	167,018,943	107,394,121	(59,624,822)	-35.7%
Prince George's Total General Fund	\$ 477,994,364	\$ 358,822,276	\$(119,172,088)	-24.9%

(1) Non-Departmental for both years include OPEB prefunding and OPEB paygo, and budget markers for compensation adjustments.



Assessable Base and Tax Rates

The total FY24 property tax revenue estimate for the Administration, Park, and Recreation funds is \$356.6 million, an increase of 4.9 percent, or \$18.1 million, over the FY23 Adopted Budget. This projection is based upon the latest State Department of Assessments and Taxation (SDAT) estimates. Final SDAT estimates for FY24 will be released in March. In the Adopted Budget, staff will update property tax revenues based on that estimate.

The Commission is proposing to maintain its overall real property tax rate at 29.40 cents per \$100 of assessed value and its overall personal property tax rate at 73.50 cents per \$100 of assessed value. The proposed tax rates for FY24 are unchanged from FY23. Those tax rates are as follows:

FY24 Proposed Budget Property Tax Rates by Fund		
	<u>Real</u>	<u>Personal</u>
Administration Fund	5.66	14.15
Park Fund	15.94	39.85
Recreation Fund	7.80	19.50
ALA Debt	<u>0.00</u>	<u>0.00</u>
Total	29.40	73.50

FY24 Work Program

Planning Department

In our continuing effort to provide effective and efficient service to all stakeholders, the Department is requesting four full-time career positions, two new term contract positions, and the elimination of one existing term contract position, to address the increasing workload. The Planning Department's proposed budget for FY24 is 1.6 percent, or \$754,000, less than last year's adopted budget. The professional/consulting services budget is decreasing by \$2.8 million as additional funding for last year's work programs is not needed. The Department continues its work on the Master Plan of Transportation in FY24 as well as closing out several FY23 projects.

The Planning Department's proposed FY24 work program includes carryover projects and programs from FY23 and five new projects for FY24. The five new projects are listed below:

- Military Installation Overlay Zone SMA
- Update to the Adopted Uniform Standards for Mandatory Referral Review
- Review of the Resource Conservation and Water Resources Functional Master Plans
- Master Plan of Transportation and Transportation Review Guidelines Implementation
- Placemaking Around Town Program

Details of these and the rest of the work program will be found within the divisional budget sections.



Department of Parks and Recreation

The Department of Parks and Recreation operating budget proposes a 68.3 percent, or \$101.0 million, decrease from FY23. Two eliminations account for this decrease:

- The transfers from the Park and Recreation Funds to the Largo Headquarters Building project were one-time only in FY23.
- The additional funding in the Recreation Fund for athletic field initiatives was also one-time only.

In developing the FY24 objectives, the Department worked to ensure that they are in strategic alignment with the overall goals of the adopted Formula 2040, Land Preservation Parks and Recreation, and Comprehensive Recreation Program Plans. Divisional objectives have been developed to support each of the following and are delineated in the budget narrative.

The general goals of these plans fall into three categories and are listed as follows:

- Adequate facilities and safety
 - Prioritize CIP investment to maintain existing infrastructure.
 - Invest to provide for adequate public safety.
 - Support Prince George's County economic development through new investment.
 - Physically connect residents to access parks, trails, recreation facilities and programs in our neighborhoods and communities.
- Programs and services delivery
 - Promote physical, mental, and environmental health and wellness components within facilities and programs.
 - Purposeful programming implementations and providing options that respond to the diverse needs and trends of the community.
 - Improve the overall health of County residents and promote a wellness ethic for the community.
 - Build on a youth development assets model to support positive youth development in programming.
 - Actively nurture/develop reciprocal and collaborative relationships/partnerships with alternative providers, schools, and the community.
 - Socially and developmentally, connect residents via program and service offerings and enhance their sense of community.
 - Support Prince George's County economic development through program and service offerings and hosting events, festivals, and other gatherings.
- Maintaining a fiscally sustainable organization
 - Diversify and enhance non-property tax revenues.
 - Use marketing and communications more aggressively to reach a larger audience and cultivate a loyal following.
 - Develop project feasibility studies within the CIP process that enables planning, evaluation, prioritization, and cost estimating of projects for existing and new assets to meet identified needs.



Enterprise Fund

Total Enterprise Fund operating revenues are proposed to remain at \$6.3 million. Operating expenses are projected to decrease by 0.5 percent to \$13.5 million. Fund balance of \$345,000 is proposed to be utilized, resulting in the subsidy from the Recreation Fund decreasing by \$418,000 to a level of \$6.8 million. The Department places high priority on social equity and maintaining access to the park and recreation system. With affordable prices and an effective fee assistance policy, the Department encourages broad participation and access to services for all County residents throughout our facilities.

Capital Budget and Capital Improvement Program (CIP)

In addition to the operating budget, this transmittal also includes the Capital Budget (the first year of the six-year CIP). The FY24-FY29 Proposed CIP is \$353.8 million, with \$113.6 million proposed for FY24, which is 26.0 percent less than the FY23 amount. The FY24-FY29 CIP represents a 6.3 percent decrease from the Adopted FY23-FY28 CIP.

The priorities of the proposed FY24-FY29 CIP include:

- Conservation and sustainability with a focus on reinvestment in critical parks, playgrounds, fields, and other amenities.
- Implementation of key facility recommendations in the Formula 2040 Plan with the development of indoor recreation centers, including multi-generational centers and replacement/expansion of many of our aging community centers.
- Support renovations of existing and new trails to establish a fully developed trails system.
- Funding of existing buildings and facilities to meet ADA and code requirements.
- Continue to improve public safety of our facilities.

The Proposed FY24-FY29 CIP is prepared and informed by the Department's capital budget goals: 1) financial sustainability; 2) maintenance of the existing parks and recreation infrastructure; and 3) ensuring that sufficient staff capacity is in place to carry out the Department's capital work program.

The CIP follows the guidelines set by the County's Spending Affordability Committee (SAC). The Department again recommends that funding in the CIP be aligned so that infrastructure needs can be addressed on an equitable basis as transfers from the Park and Recreation Funds respectively to the CIP are completed.

Central Administrative Services (CAS)

For FY24, CAS Departments' work priorities will center on continuing to meet the needs of the operating departments. Critical needs are proposed as follows:

- For the Department of Human Resources and Management – seven new career positions are proposed:
 - In the Human Resources Division
 - Three recruiters
 - One HR specialist for the Labor and Employee Relations team
 - In the Corporate Policy and Management Division
 - One Supplier Diversity specialist



- One Performance Management analyst
 - In the Risk Management Office (funded by the ISF)
 - One Occupational Safety and Health specialist
- For the Finance Department – in addition to unfreezing two existing positions, one new Corporate Applications analyst is proposed
- For the Legal Department:
 - One new Senior Compliance Counsel position
- For the Office of the CIO:
 - In the Corporate IT Division
 - One Web Systems specialist position
 - One Cyber Security specialist position
 - In the Internal Service Fund
 - Increases in costs for software licenses and subscriptions
 - One new Commission-wide IT project – development of Learning Management System training modules

Spending Affordability

The Commission continues to meet regularly with the County's Spending Affordability Committee (SAC) to ensure compliance with SAC guidelines and recommendations. We met with SAC most recently in December and provided the Committee an updated Six Year Operating Plan. We find the Spending Affordability process immensely beneficial in focusing our attention on a long-range financial viewpoint and providing a regular opportunity for the useful sharing of information. The six year projection process highlights potential fiscal problems early to help identify and implement strategies to maintain the solid financial position of the Commission. We appreciate the efforts of both branches of government in this process. Although we have not received the final SAC report, we fully expect that our budget proposal will comply with its recommendations.

Summary

As we have noted earlier, the FY24 Proposed Budget is balanced, and in keeping with our multi-year financial projections, the Administration, Park and Recreation Funds are projected to be in balance through at least until FY29. Improving property tax revenue projections have allowed this budget to continue to include significant funding for infrastructure maintenance, as well as to address staffing needs in several departments. We are proposing a budget that continues to provide our award-winning services so that we will be able to do so when the economy fully re-opens.

In closing, the Commission continues to embrace our mission, and we remain committed to employing our collective knowledge, creativity, and expertise to provide the very best in planning, parks, and recreation services for the 955,000+ residents of Prince George's County. We remain equally proud of the work of our dedicated and talented employees and will continue our pursuit of excellence in delivering the very best in public service.



The Honorable Angela D. Alsobrooks, County Executive
The Honorable Thomas E. Dernoga, Chair, Prince George's County Council
FY24 Proposed Operating Budget Transmittal
January 15, 2023
Page 11

We pledge to work with you to improve the County economy through intelligent growth policies, through the efforts of one of the finest park and recreation operations in the country, and as a major employer, economic driver, and steward of open space in the County.

Most of all, we look forward to working together with you and your respective staff in the coming weeks, and continuing to collaborate in providing vital services and programs to the residents of Prince George's County. We welcome further discussion of this FY24 Proposed Budget, and we thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Shapiro', followed by a long horizontal line extending to the right.

Peter A. Shapiro
Chair, Prince George's County Planning Board



TABLE OF CONTENTS

	<u>Page</u>
CHAIR'S MESSAGE	5
TABLE OF CONTENTS	16
 OVERVIEW	
Budget Guide	21
Background	28
Policies	33
Budget Issues	39
Fiscal and Budget Summary Schedules	46
Commission Summary by County and Fund Type	47
Commission Summary of Fund Balances/Net Position	48
Fund Summary by Department and by Division	49
Revenue and Expenditure Charts	51
Expenditure Summary by Major Object	52
Governmental Funds Summary	54
Fund Balance and Revenue/Expenditure Graphs	55
CAS Summary by County	56
Fund Schedules	58
Tax Rates and Assessable Base	74
Summary of Positions and Workyears	75
Summary of Project Charges	76
 COMMISSIONERS' OFFICE AND CENTRAL ADMINISTRATIVE SERVICES (CAS)	
Prince George's County Commissioners' Office	80
CAS Overview	83
Department of Human Resources and Management	89
Department of Finance	100
Legal Department	107
Office of the Inspector General	112
Corporate IT	115
CAS Support Services	123
Merit System Board	125
Departmental Summaries	127
Non-Departmental, Other and Transfers	135
 PRINCE GEORGE'S COUNTY PLANNING DEPARTMENT	
Executive Overview	139
Glossary	161
Division Budgets	
Director's Office	165
Management Services	167
Development Review	169
Community Planning	177
Countywide Planning	185
Information Management	194
Support Services	201
Divisional Summaries	203



**PRINCE GEORGE'S COUNTY DEPARTMENT OF PARKS and RECREATION
(Park, Recreation and Enterprise Funds)**

Introduction	208
Executive Overview	211
Director's Office	219
Park Police	221
Support Services.....	228
Administration and Development	229
Deputy Director	230
Management Services.....	231
Information Technology Services.....	236
Capital Planning and Development.....	240
Public Affairs and Community Engagement.....	245
Land Management and Environmental Stewardship	255
Parks and Facilities Management	257
Deputy Director	258
Facility Services	259
Natural and Historic Resources.....	263
Northern and Southern Region Parks.....	272
Arts and Cultural Heritage.....	277
Recreation and Leisure Services	289
Deputy Director	290
Aquatics and Athletic Facilities	291
Special Programs.....	302
Youth and Countywide Sports	314
Northern and Southern Recreation and Leisure Services.....	321
Non-Departmental, Other and Transfers.....	328
Divisional Summaries.....	331
Enterprise Fund.....	340
Capital Improvement Program	361
Capital Projects Fund	364
 OTHER FUNDS	
Special Revenue Funds	366
Advance Land Acquisition Funds.....	386
Park Debt Service Fund	389
Internal Service Funds	
Risk Management Fund	392
Capital Equipment Fund.....	396
Largo Headquarters Building Fund.....	398
Commission-wide CIO & IT Initiatives Funds.....	400
Commission-wide Executive Office Building Fund.....	408
Commission-wide Group Insurance Fund.....	411



APPENDICES

Glossary.....	414
Acronyms	418
Historical Data.....	424
Pay Schedules	432
Multi-year Projections presented to Spending Affordability Committee	444



OVERVIEW

Budget Guide.....	21
Background.....	28
Policies.....	33
Budget Issues	39
Fiscal and Budget Summary Schedules.....	46
Commission Summary by County and Fund Type.....	47
Commission Summary of Fund Balances/Net Position.....	48
Fund Summary by Department and by Division.....	49
Revenue and Expenditure Charts	51
Expenditure Summary by Major Object	52
Governmental Funds Summary	54
Fund Balance and Revenue/Expenditure Graphs.....	55
CAS Summary by County	56
Fund Schedules.....	58
Tax Rates and Assessable Base	74
Summary of Positions and Workyears.....	75
Summary of Project Charges.....	76



One Commission

- **A Leader in Managing Public Resources and Delivering Quality Customer-Focused Services**
-
-

Mission

- **Manage physical growth and plan communities**
 - **Protect and steward natural, cultural and historic resources**
 - **Provide leisure and recreational experiences**
-
-

Strategic Focus

- **Mission-driven Core Services:** Delivery of quality, high performance programs and services directly related to the statutory mandates of the Land Use Article.
 - **Revenue Diversification:** Outreach for additional funding sources such as public/private partnerships and grants to diversify revenue sources and reduce reliance on the property taxes as a source of funds; development of fee structure for services and programs with an overall goal of covering cost but also recognizing equity and ability to pay realities; encouraging active volunteer participation to augment programs, services and service delivery.
 - **Customer Focused Programs:** Maintain on-going communication with users, key stakeholders and funders to determine needs, service performance and receive feedback. Use this information to help develop programs, facilities and services.
 - **Management and Employee Accountability:** Establish clear lines of accountability at all levels of the Commission that customers are a priority, innovation is promoted, service capacities are continuously developing, and productivity is constantly improving.
 - **Contemporary Technologies:** Facilitate programs and services by advanced information technologies improving the flow of information and access to services by customers and stakeholders.
 - **Prioritized Capital Improvement Program:** Manage and direct the Commission's capital program in a method that permits the operating budget to absorb the impact of implementing new programs, facilities and services.
 - **Performance Measurement:** Promote greater efficiency, increase fiscal responsibility and meet customer and stakeholder expectation through a performance measurement system that reports and produces information to plan, monitor, evaluate and adjust programs and services.
-
-



Prince George's County Overview – Budget Guide

BUDGET GUIDE

The Commission generates two budget documents annually – one for Montgomery County and one for Prince George's County. Each budget document contains detailed information on the proposed operating budget and summary information on the Commission's proposed capital budget and capital improvement program (CIP).

The Commission's budget is adopted and managed by Fund, Department, and Division. Accordingly, the Budget Book is primarily organized by fund, department and division to clearly and consistently show the planned use of resources in a standard layout across the multiple service areas in Montgomery County, Prince George's County, and Central Administrative Services.

BUDGET STRUCTURE AND CONTENT

The Budget Book can be read in an unfolding manner with each section first providing higher level information followed by the supporting and more detailed information. The **Overview, Fiscal and Budget Summary Schedules** sections of the Book are intended to provide the reader “the big picture” of the Commission and information on the budget as a fiscal plan. The **Department Budget Pages** are intended to present the budget as an operations and policy guide and provide the reader more targeted information about specific departments, the services they provide, and the resources needed to deliver services.

The Budget Book begins with a **Transmittal Letter** from the Planning Board Chair to the County Executive and Council Chair. The letter provides background information, summarizes the budget request, and highlights pressing issues. It establishes the framework and context under which each department's budget should be considered.

This section is followed by the **Overview Section**, which is made up of four subsections:

- Budget Guide
- Background and Policies
- Budget Issues
- Fiscal and Budget Summary Schedules

The **Budget Guide** introduces the structure and content of the budget book, explains the basis of accounting and budgeting, and also provides a brief description of the budgetary process and timeline.

Background and Policies provide the following information:

- Historic, geographic, and demographic information on the County.
- Discussion of how the Commission defines and serves its customers.
- The Commission's fiscal policies and fund structure.
- The Commission's process for preparing long-range fiscal projections.
- The Commission's performance measurement initiatives.

The next subsection is **Budget Issues**, which discusses significant revenue and expenditure issues that impact both the FY24 budget and the Commission's long-term fiscal outlook. It takes a more in-depth look at various factors shaping the proposed budget's development. For example, although the process is different, both counties develop spending affordability guidelines that impact the Commission.



Prince George's County

Overview – Budget Guide

The final summary subsection of the Overview is the **Fiscal and Budget Summary Schedules**. The Fiscal and Budget Summary Schedules are intended to provide the reader summary level information about the budget as a fiscal plan for the coming year, along with historical data from prior fiscal years for comparison purposes. **The Administration, Park and Recreation Fund schedules present an adjusted version of the Fiscal Year 2023 budget to account for further distribution of personnel funding from the Non-Departmental section of each fund to specific departments, divisions, and programs. Fund totals remain the same. The adjustment is only reflected in department and division totals and is presented as FY23 Adjusted Adopted where applicable.**

Included in this section are a series of schedules and charts detailing the financial aspects of the proposed budget. The following schedules and charts for the Proposed Budget Fiscal Year 2024 are included:

- Commission Summary of FY24 Proposed Budget by County and Fund Type;
- Commission Summary of Changes in Actual Fund Balance/Net Position for FY22 and Budgeted Use of Fund Balance/Net Position for FY23 and FY24;
- Prince George's County FY24 Proposed Budget Summary by Fund Summary by Department by Division;
- Prince George's County FY24 Proposed Budget Revenue Sources (Percent of Total by Type) Operating Funds Total \$410,802,745;
- Prince George's County FY24 Proposed Budget Funds Required (Percent of Total by Function) Operating Funds Total \$409,650,999;
- Prince George's County FY24 Proposed Budget Expenditure Summary by Major Object;
- Prince George's County FY24 Proposed Budget Summary of Funds Required (Percent of Total by Major Object) Total Operating Funds \$409,650,999;
- Prince George's County Governmental Funds Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Revenues and Expenditures General Fund Accounts FY15 Actual to FY24 Proposed;
- Prince George's County Ending Fund Balance General Fund Accounts FY15 Actual to FY24 Proposed;
- Central Administrative Services Budget Summary Expenditures by County, by Department and by Object;
- Prince George's County Administration Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Park Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Recreation Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Advance Land Acquisition Debt Service Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Advance Land Acquisition Revolving Fund Summary of Revenues, Expenditures, and Changes in Fund Net Position;
- Prince George's County Park Debt Service Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Capital Projects Fund Summary of Revenues, Expenditures, and Changes in Fund Balance;



Prince George's County

Overview – Budget Guide

- Prince George's County Special Revenue Funds Summary of Revenues, Expenditures, and Changes in Fund Balance;
- Prince George's County Enterprise Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Prince George's County Risk Management Internal Service Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Prince George's County Capital Equipment Internal Service Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Prince George's County Largo Headquarters Building Internal Service Fund Summary of Revenues, Expenses, and Changes in Net Position;
- Prince George's County Chief Information Officer (CIO) Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Prince George's County Commission-Wide Initiatives (CWIT) Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Commission-wide Executive Office Building Internal Service Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Commission-wide Group Health Insurance Internal Service Fund Summary of Revenues, Expenses, and Changes in Fund Net Position;
- Prince George's County Tax Rates and Assessable Base;
- Prince George's County Positions/Workyears Summary by Fund;
- Summary of Project Charges Paid to Prince George's County

Department Budget Section

This section of the Budget Book provides specific information about each department and division to help the reader understand the budget as an operations guide and policy guide.

The Department sections are comprised of:

- The Commissioners' Office
- Central Administrative Services (CAS):
 - Department of Human Resources and Management
 - Department of Finance
 - Legal Department
 - Office of the Inspector General
 - Corporate IT
 - Merit System Board
 - CAS Support Services
- Planning Department
- Department of Parks and Recreation

To the extent possible, departments are grouped by Fund. In Prince George's County, for example, the three component units of the Administration Fund – the Commissioners' Office, CAS and the Planning Department – are presented first. The Department of Parks and Recreation section includes the Park Fund, Recreation Fund, and Enterprise Fund, and a brief discussion of the capital improvements program and the Capital Projects Fund.

Department budget sections are organized at two levels: department summary level and division detail level. The same basic budget information is reported for both levels. The department level is intended to provide the reader a high-level overview of what services the department provides and the budget for those services. The division level reports the same information types but focuses on



Prince George's County

Overview – Budget Guide

the services provided only by that division. Not all departments have division level budgets. The basic information included in each level is outlined below.

- An **Organization Chart** that illustrates the structure of the department or division.
- An **Overview** (department or division, as is appropriate) that describes the department or division, how it is organized and how it serves its customers.
- A **Mission** or purpose statement.
- A list of the **Services and Programs Provided** and, where appropriate, a description.
- **Accomplishments** attained during the prior fiscal year and fiscal year to date.
- **Goals and Performance Measures**, actual and planned, for the budget year. This information is provided in multiple formats including narrative description, tables, and charts.
- Summary budget information at two levels: department level and division level. Department level information is labeled **Summary of Department Budget**, and Division level is referred to as **Budget at a Glance**. Summary information includes the total budgeted expenditures with year over year change from the prior year Adjusted Adopted Budget, along with a staffing summary.
- Following each budget summary section is the **Highlights and Major Changes in the FY24 Proposed Budget**. This section points out significant changes in the budget and any additional information to help the reader understand major budget plans for the budget year.
- Special sections, as needed, are included in the department pages. These sections provide the reader a better understanding about a significant aspect of department operations. For example, the Planning Department's pages will include information about the planning work program.
- The last section for each department's budget pages provides detailed budget and position information. There is a **Summary of Division Budgets** that shows expenditure information by major object for the budget year and two previous years. This section is followed by **Summary of Positions and Workyears**, which shows detailed staffing information by position type for the budget year and two previous years.

Other Funds

The Budget Book also provides information on funds that are not included in the department section of the Proposed Budget Book. These are referred to as Other Funds, and include the following:

- **Special Revenue Funds**
- **Advance Land Acquisition (ALA) Funds**
 - ALA Debt Service Fund
 - ALA Revolving Fund
- **Park Debt Service Fund**
- **Internal Service Funds**
 - Risk Management Fund
 - Capital Equipment Fund
 - Chief Information Officer (CIO) Fund
 - Commission-wide IT Initiatives (CWIT) Fund
 - Commission-wide Executive Office Building Fund
 - Commission-wide Group Insurance Fund



Prince George's County Overview – Budget Guide

There is an executive overview for each of the Other Funds explaining its structure and purpose, a budget overview identifying relevant information on the proposed budget, a summary table of revenues, expenditures, positions and workyears, and proposed budget year major changes, if any. The Special Revenue Fund also provides information by specific program. This Other Funds Section can be found towards the end of the budget document.

Capital Improvement Program

Summary information regarding the CIP is provided in the operating budget books. In the Prince George's County document, the capital budget section includes a brief overview and highlights. The Capital Projects Fund, representing the capital budget or first year of the CIP, is included in this section. The Commission does not publish a separate document for the Capital Budget and CIP. Readers interested in project description detail for individual projects should consult the capital budget documents prepared by the respective County governments. They are generally published by March 15 by both the Montgomery and Prince George's County governments.

Appendices

The final section of the Budget Book provides a glossary of relevant budget terms, other information helpful to understand and interpret the budget, as well as selected historical data and position pay schedule information.

BUDGETARY BASIS

Basis of Accounting

The General, Debt Service, Special Revenue, and Capital Projects Funds are maintained on the current financial resources measurement focus and the modified accrual basis of accounting under Generally Accepted Accounting Principles (GAAP). Revenues and expenditures are recorded in the accounting period in which they become both available and measurable. Tax revenues, which are recognized when they have been levied, are due on or before June of each year, and collection is expected within 60 days thereafter. All other revenue sources are recorded on the accrual basis of accounting. Expenditures are generally recorded as the liabilities are incurred. The exception is that principal and interest on general long-term debt are considered expenditures when due. All proprietary funds (Enterprise and Internal Service) are maintained on the accrual basis of accounting under which revenues are recorded when earned and expenses are recorded when incurred.

Basis of Budgeting

The Commission maintains budgetary controls to ensure compliance with legal provisions embodied in the annual budget approved by the Montgomery and Prince George's County governments, and in the Land Use Article of the Annotated Code of Maryland. Formal budgetary integration is employed as a management control device for the General Fund, the Special Revenue Funds, the Debt Service Fund, and the Capital Projects Fund. The budget for the General Fund is adopted on a basis consistent with GAAP except that encumbrances are treated as expenditures within the current fiscal year and inventories are treated as expenditures when purchased.

The Commission is authorized to transfer budget appropriations of up to 10 percent for each account, project, department or function as defined in the approved budget, but may not alter total expenditure authority without approval of the respective County Council through a budget amendment. Budgets may be amended by Resolution by the respective County Council on its initiative, or at the request of the Commission, and only after receipt of recommendations from the County Executive and public hearings.



Prince George's County

Overview – Budget Guide

The Commission's expenditures may not exceed the total approved budget for its General Fund and Special Revenue Funds without prior approval. Unencumbered expenditure authority for the General Fund, Special Revenue Funds, and the Debt Service Fund lapses at the end of the fiscal year and is rolled into the next year's fund balance. Capital project appropriations do not lapse until the project is completed.

The budget plan for the proprietary funds serves as a guide to the Commission and is not a legally binding limitation. Facilities in the Enterprise Funds must be able to respond to consumer demand; the Commission's enabling legislation does not require strict expense limitation but requires that increasing expenses are offset by increasing revenues. For example, if increased participation in ice rinks generates more revenue, additional maintenance expenses may be permitted to support greater attendance.

BUDGET PROCESS

Budget development at the Commission is a collaborative, iterative effort that uses input from many sources. The process involves citizens, agency staff, and appointed and elected officials. The Corporate Budget Office, part of the Department of Human Resources and Management in Central Administrative Services, coordinates the preparation, development, and monitoring of the operating budget in a cooperative and collaborative relationship with department management and budget staff.

Planning for the proposed budget begins in July. The Corporate Budget Office develops preliminary six-year projections including revenue projections for the next fiscal year after incorporating input from the Counties (Finance Department in Montgomery and Office of Management and Budget in Prince George's) and individual departments. Preliminary salary and benefits projections by position are prepared and distributed to each department. Budget guidelines, including major budget assumptions and other budget development information are then prepared and disseminated to each department. In autumn, a rigorous review period is conducted by the respective Planning Boards. The Boards review, modify, and approve each department's budget proposal typically by early December. At its December meeting, the Commission approves the proposed operating budget of the Commission for transmittal to the respective approving bodies.

On or before January 15, the Commission submits to the County Executive and County Council of each County the proposed annual operating budget for the respective accounts of the General Fund, Special Revenue Funds, and the Debt Service Fund and a budget plan for the respective Enterprise and Internal Service Funds. The budget of the Capital Projects Fund and six-year expenditure plans are submitted prior to November 1, every other year in Montgomery County as a biennial process. In Prince George's County, the Capital Projects Fund and six-year expenditure plans are submitted by January 15. These budgets and plans include the means of financing them.

By April 1, the County Executive transmits the budget, with recommendations, to the County Council. The County Council and County budget staff review the budget and conduct at least one public hearing on the operating and capital budgets and plans. State law requires final adoption prior to the beginning of the new fiscal year on July 1.

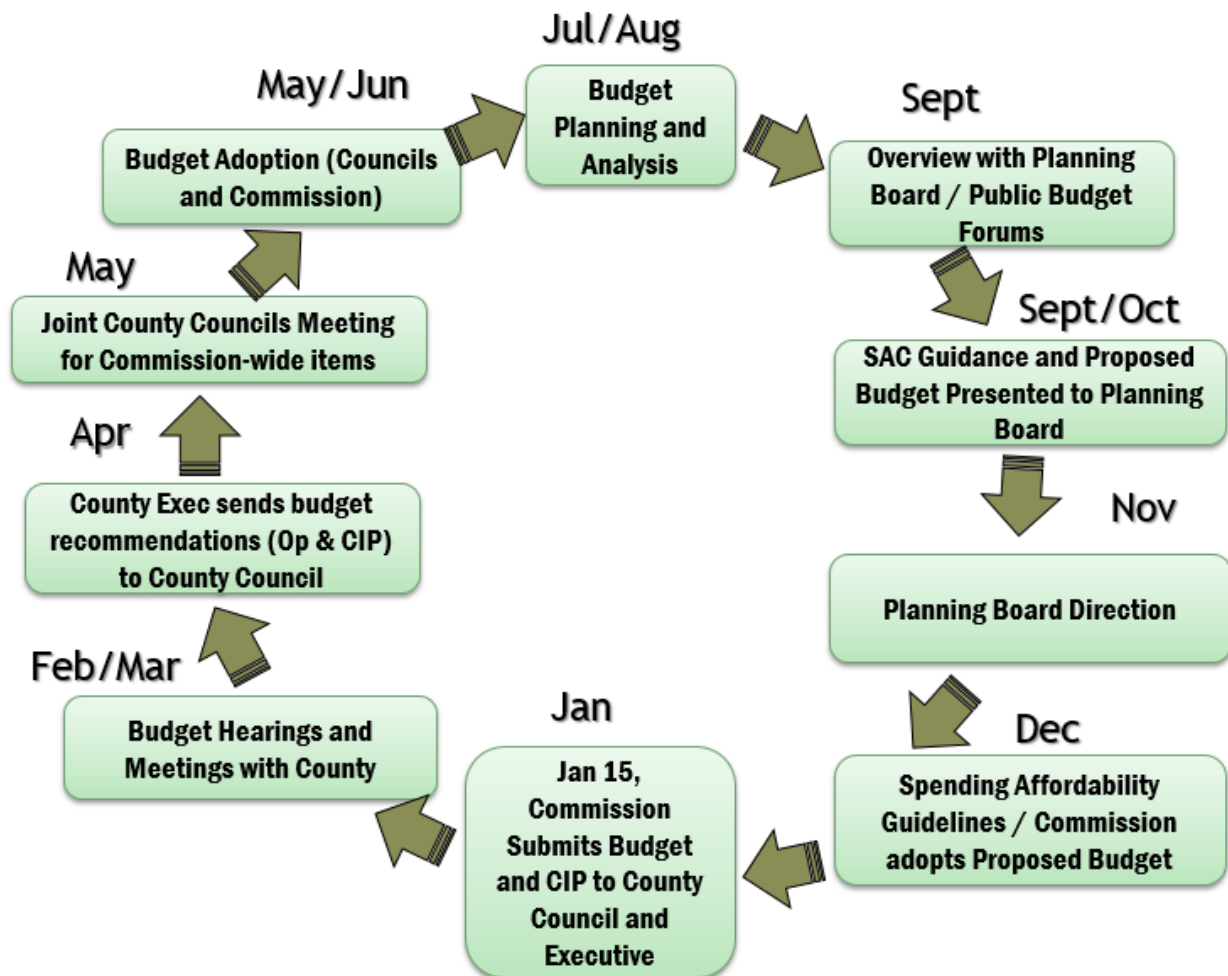
The CAS budget and other issues common to both Counties must be jointly agreed to by the two Counties. If the two County Councils cannot agree on the proposed budget, the budget is approved as presented.



Prince George’s County Overview – Budget Guide

Development of the Operating Budget

• Staff Develops Budget Parameters	July to August 2022
• Meet with Spending Affordability Committee	By August 30, 2022
• Budget Overview with Planning Board	September to November 2022
• Staff Develops Budget	September to November 2022
• Planning Board Work Sessions	September to December 2022
• Spending Affordability Committee Issues Guidelines	December 2022
• Commission Approves Proposed Budget	December 21, 2022
• Staff Produce Proposed Budget Book	December 2022 to January 2023
• Submit Proposed Operating Budget and Capital Improvement Program to County Executive and County Council	January 15, 2023
• County Executive Makes Recommendations	January 15 to April 1, 2023
• County Council Holds Public Hearings	April 2023
• County Council Reviews Budget	April 2023
• County Councils Meet Jointly	May 2023
• County Councils Adopt Budget	By June 1, 2023
• Commission Adopts Budget Resolution	June 21, 2023



Prince George's County Overview – Background

BACKGROUND

AUTHORITY AND PURPOSE

The Maryland-National Capital Park and Planning Commission (M-NCPPC) was established by the Maryland General Assembly in 1927 to serve the bi-county area of Prince George's and Montgomery Counties. This area has a population of approximately 2.01 million citizens and extends over 1,000 square miles of Maryland, adjacent to the Nation's Capital. The purpose, powers and duties of the Commission are found in the Land Use Article of the Annotated Code of Maryland. Pursuant to this Article, the Commission is empowered to:

- Acquire, develop, maintain and administer a regional system of parks defined as the Metropolitan District;
- Prepare and administer a general plan for the physical development in the areas of the two Counties defined as the Regional District; and
- Conduct a comprehensive recreation program for Prince George's County.

The Commission is a nationally recognized planning, parks and recreation agency. M-NCPPC is the only six-time gold medal winner of the National Parks and Recreation Association Award for Excellence and is one of 192 park or recreation entities to be accredited by the Commission for Accreditation of Park and Recreation Agencies (CAPRA).

PRINCE GEORGE'S COUNTY PROFILE

Prince George's County, established on April 23, 1696, was governed by County Commissioners until the election of Charter Home Rule in 1970. Under Home Rule, the elected County Executive forms the executive branch of government, while 11 County Council members comprise the legislative branch, nine are elected from separate districts and two are at-large.

Prince George's County lies in central Maryland east of the Fall Line, a geographic line of demarcation separating the coastal plain to the east from the upland plateau to the west. The County is bounded by Montgomery County and Washington D.C. to the west, Howard County to the north, Anne Arundel and Calvert Counties to the east, and Charles County to the south. The County contains 27 incorporated municipalities within its 483 square miles (311,680 acres). The Commission provides over 28,000 acres of parkland within the County (close to 9 percent of the total land area in Prince George's County).

THE RESIDENTS WE SERVE

One of the County's greatest resources and strengths is its diverse citizenry. With an estimated population of 955,306 as of July 1, 2021, Prince George's County is the second most populous county in Maryland. African American persons represent 64.1 percent of the population; White persons are 11.9 percent; Hispanic and Latino origin persons are 20.4 percent; and Asian persons are 4.4 percent. Approximately 23.4 percent of the County population is estimated to be foreign born and 28.2 percent speak a language other than English at home.

According to the United States Census bureau, approximately 51.7 percent of the County's residents are female. While the median age of a County resident is 37.5 years, approximately 22.1 percent of County residents are secondary school age or younger (under 18 years old), and approximately 14.5 percent are age 65 or older. According to the Prince George's County Public School (PGCPS) website, student enrollment in Prince George's public schools for the School Year 2022-23 totaled



Prince George's County Overview – Background

\$131,146.

According to the US Census Bureau records, the 2021 median household income in the County was \$91,124, compared to the Maryland state median of \$91,431 and national median of \$69,021. The median value of an owner-occupied home in Prince George's County was \$337,800 compared to a state median of \$338,500. About 34.9 percent of County residents over age 25 have at least a bachelor's degree. The County's labor force for 2022 was estimated to be 498,065 and the current unemployment rate in 2022 was 5.8 percent versus 4.7 percent for the state.

CUSTOMER DEFINITION AND FOCUS

It is important for the Commission to justify its operations based on the services it provides to its customers. First, we must clearly define our customer base, ascertain their needs and desires, and then communicate the services we can provide. The information that follows defines our customer base and explains the benefits of Commission programs and services.

A primary customer of the Commission is the County Council, who in their role, want to ensure that constituent needs for planning and park and recreations services are met. This customer relationship is a collaborative and ongoing relationship, where the Commission strives to be responsive to the Council and the Council strives to be responsive to its constituents. The service expectation relationship with the Council takes form in the Annual Budget which establishes the Commission's work program. The Commission also maintains a customer relationship with other governmental units on a variety of issues, from renovating and maintaining athletic fields at some County schools to participating in the County's geographic information system consortium, to working with the Department of Public Works and Transportation on issues of road design and pedestrian safety.

Residents and visitors to Prince George's County, who actively use and enjoy our services, are also primary Commission customers. Golfers play our fine courses; ice skating enthusiasts enjoy afternoons in our ice-skating facilities; walkers, joggers and bicyclists utilize our vast system of trails; and people seek assistance in understanding the permitting process or with questions regarding new housing developments in their neighborhood.

The services provided by the Department of Parks and Recreation and the Planning Department are vital to maintaining and enhancing the quality of life, preserving our rich cultural history, and promoting the economic vitality of the County. In this respect, all the residents of, and visitors to, Prince George's County benefit from the services provided. Consider, for example, our stream valley parks. The Commission actively seeks to acquire land along County streams to serve as a buffer against development. This buffer serves to reduce the levels of pollution and sediment going into the stream, thus improving the water quality of the stream. Since citizens do not get their drinking water from streams, it may not sound important. However, these streams flow into rivers that either supply the raw water that the Washington Suburban Sanitary Commission utilizes to provide potable water to citizens of both Montgomery and Prince George's Counties; or eventually flow into the Chesapeake Bay. Protecting our stream valleys and reducing the level of silt and pollution entering those waters is a major benefit to our communities and to society at large.

The Commission's reforestation efforts have had a major impact on air quality in the region. Consider the time and effort Commission planners spend reviewing requests for housing developments to ensure that they are not built on flood plains or ground otherwise unsuitable for development; that they are spaced properly; that there are amenities such as adequate open space



Prince George's County

Overview – Background

and sidewalks; and that existing and planned infrastructure can adequately support the development. When these factors are considered, it becomes clear that all the County's residents, visitors, and neighbors are customers of the Commission.

ORGANIZATION

The Commission is a bi-county agency, serving Montgomery County and Prince George's County. It is empowered under State law to acquire, develop, maintain and administer a regional system of parks in a defined Metropolitan District, and to prepare and administer a general plan for the physical development of a defined Regional District. In Prince George's County, the boundary for the Metropolitan District covers the entire County with the exception of three municipalities (District Heights, Greenbelt and Laurel), and all or part of two election districts centered in Aquasco and Nottingham. The boundary for the Regional District covers the entire County, with the exception of the City of Laurel. The Commission operates recreational programming in Prince George's and provides these services to the entire County.

The Commission consists of ten members – five from each county. In Prince George's County, the five Commissioners are appointed by the County Executive, subject to confirmation by the County Council. A Commissioner from each county serves as Chair and Vice-Chair of the Commission, and the chairmanship rotates annually between counties. Terms of office are staggered, and no more than three of the five Commissioners from either county can belong to the same political party.

The Commission coordinates and acts collectively on regional and administrative issues, and divides into the two respective County Planning Boards to conduct all other matters. Organizationally, there are seven departments. In Prince George's County, these are the Planning Department and the Department of Parks and Recreation; in Montgomery County, these are the Planning Department and the Department of Parks. The Human Resources and Management, Finance, and Legal departments comprise the Central Administrative Services (CAS) that support operations in both counties along with the Office of the Inspector General, the Office of the Chief Information Officer, and the Merit System Board.

The budget for the CAS staff functions is divided between the two counties based on service levels where applicable. Other CAS services due to their nature are divided equally, such as the Merit System Board. The budget for CAS units must be approved jointly by both counties. If the two counties cannot reach agreement on the budget for Central Administrative Services, the budget, as proposed by the Commission, is automatically implemented. Unlike the remainder of the budget, which must be adopted by June 1, the two counties have until June 15, under State law, to reach agreement on the budget for CAS.

FUNDS AND FUNDING SOURCES

Under the statutory authority provided by State law, the Commission's park, recreation, planning, and general administrative functions are financed primarily by five statutorily designated property taxes that must be levied on a separate county basis. In Prince George's County, county-assessed property taxes support approximately 96 percent of the Commission's tax-supported operations. The remainder of the revenues is derived from grants, interest, fees and charges, and fund balance. The five accounts (funds) are separately maintained within the General Fund, as follows:



Prince George’s County Overview – Background

District by County	Tax & Fund	Purpose
Regional District Montgomery County	Administration	Planning, Zoning, and General Administration
Metropolitan District Montgomery County	Park	Park Acquisition, Development and Park Operations
Regional District Prince George’s County	Administration	Planning, Zoning, and General Administration
Metropolitan District Prince George’s County	Park	Park Acquisition, Development and Park Operations
Prince George’s County	Recreation	Comprehensive Public Recreation Program

Note: Park Tax in Montgomery County includes a statutorily required Park Maintenance Tax.

In Prince George’s County, there are four tax-supported funds. Three of the four tax-supported funds constitute the Commission’s General Fund, which is the Commission’s primary operating fund, and is used to account for tax and non-tax revenues that fund general Commission operations. The tax-supported funds are listed below.

The Administration Fund provides funds to support current operational and administrative expenses. These include the costs necessary to exercise the powers and functions granted to the Commission, as well as the Commission’s planning function. Additionally, funds to support staff operations serving the entire Commission, such as human resources, accounting, purchasing, and legal services, are budgeted in this Fund.

The Park Fund provides funds to support park maintenance, development and security operations, manage natural resources and provide active and passive recreational opportunities within a park setting. Principal and interest on bonds sold to acquire and develop parkland are supported by the taxes in this Fund. Under State law, Prince George’s County is required to levy a tax of at least 4.0 cents per \$100 of real property and 10.0 cents per \$100 of personal property to provide for payment of debt service for park acquisition and development bonds with any excess to be used for park purposes.

The Recreation Fund provides funds to support a wide range of educational, recreational and leisure activities. Such activities can include aquatics, special programs for persons with disabilities, summer youth programs and community and recreation center operations. This fund operates in Prince George’s County only (recreation programs in Montgomery County are operated by the Montgomery County Department of Recreation). Since the Commission assumed operation of recreation programming from the County government in 1970, the property tax supporting recreation is applied to the entire County.

The fourth tax-supported fund is the **Advance Land Acquisition Debt Service Fund**. Revenues generated by this fund’s property tax rate are dedicated to support debt service payments on bonds sold to acquire land in advance of the need for governmental purposes, including school and library sites. It is not part of the General Fund. During FY11, the Commission fully paid off all remaining debt service in this fund. As a result, we transferred the 0.13 cent real property tax rate (0.32 cent on personal property) to the Recreation Fund in FY12. Since the assessable base for both of these funds covers the entire county, there was no adverse impact to any individual county resident.

The Commission has five other types of funds in the budget. They are the Special Revenue Funds, Park Debt Service Fund, Capital Projects Fund, Enterprise Fund, and Internal Service Funds. They are discussed in the following sections.

Special Revenue Funds

Special Revenue Funds account for revenue sources that are restricted or committed for specific purposes other than capital projects or debt service if that revenue is a substantial portion of the fund’s resources. Special Revenue Funds are used when the revenue is restricted or committed by



Prince George's County Overview – Background

grantors, contributors, laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. For example, the Park Police have the authority to seize certain assets when making an arrest on drug-related charges. Following conviction, the court can award those assets to the Commission. Pursuant to State law, proceeds are placed in a Special Revenue Fund where they can only be expended for costs associated with drug enforcement activities within the County's park system.

Park Debt Service Fund

The Park Debt Service Fund is used to account for the accumulation of resources and the payment of general obligation bond principal, interest, and related costs of bonds issued to fund the acquisition and development of parkland and park and recreation facilities.

Capital Projects Fund

The Capital Projects Fund is used to account for the acquisition and construction of major capital facilities. This fund's budget consists of the first year of the 6-year CIP.

Enterprise Fund

The Commission has determined that certain recreational and cultural facilities should be predominantly self-supporting through user fees. Enterprise Fund accounting and reporting is used to emphasize the self-supporting nature of these activities and to provide improved cost accounting information. The fiscal management of golf courses and ice rinks are good examples of the use of these funds. There are other facilities such as the Show Place Arena that are not self-supporting operations but are included in the Enterprise Fund because they are operated in a manner similar to private business enterprises. Enterprise fund accounting, which uses a commercial accounting accrual basis, more accurately reflects how close these operations come to covering the full program cost.

Internal Service Funds

Internal Service Funds are used to account for the consolidated funding of goods or services that are provided centrally to departments on a cost reimbursement basis. Internal Service Funds are used by the Commission to account for such functions as the Commission's group insurance and risk management programs, financing capital equipment purchases and the centralized information systems operations.



Prince George's County

Overview – Policies

POLICIES

The Commission abides by the following policies in the development and execution of its budget.

FISCAL POLICY

Throughout the management of the Commission's fiscal resources, the following policies are maintained for tax-supported funds:

- The budget must be balanced; anticipated revenues must equal or exceed anticipated expenditures.
- Adequate expenditure reserves will be proposed and maintained, sufficient to fund the cost of revenue fluctuations or unanticipated emergencies. We have different reserve levels for different fund types. The Commission targets a reserve of 3-5 percent of operating expenditures in the Administration Fund, Park Fund, and Recreation Fund. In FY24, the proposed budget includes designated fund reserves equaling 5 percent of expenditure in these funds in Prince George's County. A stable or rising level of reserves satisfies concerns of the bond rating agencies.
- The Commission will seek cost reductions and productivity improvements as methods of minimizing taxpayer costs and maximizing customer satisfaction.
- Non-tax revenue sources, such as user fees, will be sought and developed to the greatest possible extent, keeping in balance service availability, public benefit, and fairly set fees. User fees in the Enterprise Fund are set to:
 1. Be competitive with comparable public and private facilities and services in the area.
 2. Reflect user demand and patterns of use.
- The Commission seeks to minimize debt service costs by the prudent use of appropriate debt instruments, consistent with the goal of maintaining tax rate stability and stable reserves. Debt service, correctly structured, will match the bond-funded cost of facilities with the useful life of the facilities. The Commission also limits outstanding indebtedness, in accordance with its Debt Management Policy, well below State statute limitations.
- In the Enterprise Fund, the Commission's policy is to maintain reserves equivalent to 10 percent of operating expenses plus one year of debt service.

CIP IMPACT CONSIDERATION

The Commission pays specific attention to the impact of the CIP on the Operating Budget. The capital budget and operating budget must work in tandem. Decisions on the capital budget determine levels of debt service and operating and maintenance expenditures that must be supported by the operating budget, while the operating budget can impose limitations on the level of long-term debt that can be supported. Operating budget resources are governed by Commission revenues and debt management policies and guide the levels and composition of the capital budget. The capital budget may receive direct project funding from the operating budget in the form of pay-as-you-go (PayGo) capital financing, which reduces reliance on long-term debt.

Operating and maintenance costs (O&M) inherent in capital acquisition and construction have a direct and continuing effect on the operating budget. New facilities must be staffed, maintained, and provided with supplies. Some CIP projects, such as the purchase of raw parkland, require relatively little O&M funding, but other projects, such as the Sports and Learning Center in Prince George's County, require intensive staffing and maintenance. Additional facilities also place indirect stress on areas such as general maintenance, Park Police or information technology that support the entire system. Some CIP projects, such as renovations, can result in a decrease of O&M costs. O&M costs are budgeted in the Park Fund and the Recreation Fund.



Prince George's County

Overview – Policies

Knowing that each dollar spent on construction must be funded by taxes, grants, contributions, debt or operating revenue, the Commission reviews each CIP project intensively to minimize short- and long-term operating budget impact. However, through the budget review process, the County has the opportunity to add, delete or modify projects.

INVESTMENT POLICY

The Commission applies a comprehensive Investment Policy to unexpended or surplus funds held by the Commission and debt proceeds managed by investment management firms. Except for cash in certain restricted and special funds and debt proceeds, the Commission pools cash balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income is allocated to the various funds based on their respective cash balances. These funds are reported in the Commission's Annual Comprehensive Financial Report and include:

1. General Fund
2. Capital Projects Funds
3. Enterprise Funds
4. Special Revenue Funds
5. Debt Service Funds
6. Internal Service Funds
7. Trust and Agency Funds
8. New funds authorized by the Commission unless specifically exempted

In accordance with the Annotated Code of Maryland, Article 95, Section 22, the responsibility for conducting investment transactions rests with the Secretary-Treasurer in the Department of Finance. The Secretary-Treasurer shall establish written procedures for the operation of the Commission's investment programs consistent with the adopted Investment Policy.

The primary objectives of the Commission's Investment Policy are:

1. Protect investment principal and mitigate credit risk by limiting investments to those investments authorized by State law; pre-qualifying financial institutions, brokers and advisers; diversifying the investing portfolio; and requiring third-party collateralization and safekeeping.
2. The Commission's investment portfolio will remain sufficiently liquid to enable the Commission to meet all operating requirements which might be reasonably anticipated.
3. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, with consideration of investment risk constraints and liquidity needs taking priority over return on investment.

The Secretary-Treasurer shall hold periodic investment strategy meetings with the delegated Accounting Division staff and shall document the resulting investment strategies approved to meet the objectives of the Investment Policy. Monthly investment reports of investment activities will be submitted to the Secretary-Treasurer for review and to the Executive Committee for information. The Secretary-Treasurer shall provide the Commission with quarterly and annual reports summarizing policy compliance, investment activity and the average rates of return.

The Secretary-Treasurer shall establish and maintain a system of internal controls designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third



Prince George's County

Overview – Policies

parties or imprudent actions by employees and investment officers of the Commission. An independent auditor will review the internal controls of the investment program as part of the annual financial audit.

In strict accordance with state law, the Commission invests in obligations backed by the federal government, certificates of deposit and time deposits, bankers' acceptances, commercial paper, money market mutual funds, bonds, and other similar instruments. Awards are made on a competitive bid basis whenever possible. Generally, Commission investments will have a maximum maturity of one year to maintain appropriate liquidity. The Commission strictly adheres to policy on diversification, both by type of security and institution to minimize risk. All investment policies are subject to periodic review by the Secretary-Treasurer and amendment with the approval of the Commissioners.

DEBT MANAGEMENT POLICY

The Commission's comprehensive Debt Management Policy provides written guidelines and restrictions that affect the amount and type of debt permitted to be issued, the issuance process, and the management of the debt portfolio. The Policy provides justification for the structure of the debt issuance, identifies policy goals, and demonstrates a commitment to long-term financial planning, including a multi-year capital plan. The Policy is a critical aspect of our efforts to communicate to the Commissioners, County Officials, State Officials, the public, rating agencies and capital markets that the Commission is well managed and capable of meeting its financial obligations within its available resources and in a timely manner.

The Commission has legal authority under the Land Use Article of the Annotated Code of Maryland to issue Park Acquisition and Development Bonds (Park Bonds), Advance Land Acquisition Bonds (ALA Bonds), Revenue Bonds and Refunding Bonds for Park Bonds, ALA Bonds and Revenue Bonds as well as tax anticipation notes. Park and ALA bonds are secured by the full faith and credit of both the Commission and the county in which the bond proceeds will be spent. The Commission has legal authority to issue bond anticipation notes in accordance with Section 12 of Article 31 of the Annotated Code of Maryland (Article 31), and additional legal authority to issue Refunding Bonds in accordance with Section 24 of Article 31. Under the Commission's general powers, it is permitted to issue certificates of participation and to enter into master lease agreements to finance capital equipment, software systems and other assets.

The Commission generally issues fixed-rate debt. Variable rate debt can be issued, but it must be monitored carefully so that the Commission is not subject to undue interest rate, liquidity, remarketing and credit risks. The Commission determines the best form of debt and the most favorable debt structure based on the projects to be financed, market conditions and advice of the Commission's Secretary-Treasurer in consultation with the Commission's Bond Counsel and Financial Advisor. Bond and note issues are approved through the budget process in each county, and resolutions authorizing the issuance are subsequently adopted by the Commission.

The Commission's Debt Management Policy incorporates the following debt limit targets and/or policies:

1. If at any time the planned debt levels of the approved capital budget are projected to be unaffordable based on conservative financial assumptions, the respective Planning Board will slow down the implementation of the capital program to a level that meets the affordability standards of the policy.



Prince George's County Overview – Policies

2. In both counties, debt service cannot exceed the level of revenue generated by a portion of the Park Fund tax rate designated in state law. In the case of Prince George's, the revenue limit is equivalent to the revenue generated by 4 cents of real property tax and 10 cents of personal property tax, per \$100 of assessed value. For the Advance Land Acquisition Fund, the limit is the equivalent to the revenue generated by a 1.2 cents real property tax rate (3 cents personal property).
3. Debt service as a percentage of General Fund expenditures consisting of the Montgomery County Administration Fund and Park Fund should not exceed 10 percent.
4. Debt service as a percentage of General Fund expenditures consisting of the Prince George's County Administration Fund, Park Fund and Recreation Fund should not exceed 10 percent.
5. Financing a major project critical to Commission business that will cause the debt service ratio to exceed 10 percent may be permitted as a special exception by a vote of the Commission that specifically grants the exception; however, the debt ratio will be brought back into conformance with the target within the next six-year period.
6. The percentage of principal to be paid over the next ten years should remain between 60 percent and 70 percent of the outstanding debt in each of the Commission's county debt portfolios.

Additionally, the two counties may impose further limitations through their respective spending affordability processes.

With regard to debt issuance, long-term debt will be issued only for acquisition, construction or renovation of capital assets, not for operation or general maintenance. PayGo capital financing is utilized when feasible. A competitive bidding process in issuing debt is employed unless there are unusual or complex reasons which justify an alternative method. The Commission's decision is rendered based on the advice of the Secretary-Treasurer after consultation with Bond Counsel and other financial advisors. The Commission also maintains regular communication with the bond rating agencies to keep them informed of the Commission's financial condition.

The Commission generally issues debt with a maximum term of 20 years. Dependent upon Commission financial planning, debt may be structured as level principal, equal payment, or another amortization schedule may be used. The Commission generally issues fixed rate debt. Variable rate debt is permissible but cannot exceed 15 percent of the Commission's total outstanding debt. These policies are reviewed by the Secretary-Treasurer every three years. Any revisions must be approved by the Commission.

LONG-TERM SUSTAINABILITY

Since 2001, the Commission has worked through budgetary issues with the County through a spending affordability process established by County legislation. As an integral part of that process, the Commission prepares six-year projections of revenues, expenditures, debt service, reserves and changes in uncommitted and available fund balances in the three primary tax-supported funds – the Administration, Park, and Recreation Funds. The projections serve as an early warning device to alert the Commission and the County to any issues that could jeopardize the Commission's long-term fiscal soundness, including structural balance, reserve levels, debt affordability, and stability of the Commission's property tax rates (overall and in the individual funds). It allows for long-term fiscal planning and developing strategies jointly to bring on-going revenues and expenditures into better balance, whether through an overall property tax rate increase, a property tax rate shift between funds, expenditure reductions, changes in capital financing strategies, or other means.



Prince George's County Overview – Policies

Changes to the Commission's total tax rate, as well as shifting tax rates between taxing districts, impacts residents and business based on their location. The assessable base for the Recreation Fund covers the entire county, because, until the Commission took over operations in the early 1970's, recreation programming was a county governmental function. The assessable base for the Administration Fund (the Regional District), on the other hand, embraces the entire county except for the City of Laurel, which has its own planning function. The assessable base for the Park Fund (Metropolitan District) excludes the incorporated cities of Laurel, Greenbelt and District Heights and several unincorporated areas in the far northern and southeastern portions of the County. As a result, if the Commission, for example, shifts 1 cent of tax rate from the Park Fund to the Recreation Fund, the result, in effect, is a 1 cent tax rate increase for those County citizens and residents living in areas of the county not covered by the Park Fund district. For a \$100,000 home, this results in a tax increase of \$10 per year.

With regard to revenues, the Commission generally employs the following assumptions.

- The County's total assessable base for both real and personal property for the budget year is based on the latest available projection from the Maryland Department of Assessment and Taxation, as may be modified by the County's Office of Management and Budget. Adjustments are made to calculate separate assessable bases for the Administration Fund and the Park Fund. Based on historical patterns, a collection factor is calculated (we currently assume collecting 99.7 percent for real property taxes and 97.0 percent for personal property taxes). The assessable base is then divided by \$100, multiplied by the tax rate and then by the collection factor to derive the projection for property tax revenues. Trend analysis factoring in latest information on housing market and commercial property development is then used to project property tax revenues over the six-year cycle.
- Interest and penalties on prior year taxes not paid are generally assumed at no growth from year to year unless trend changes on collection factors are envisioned.
- Fees and Charges are generally projected with modest annual growth (3-5 percent) unless trend analysis indicates otherwise.
- Interest income is projected taking into account possible changes in both short and long-term interest rates and anticipated levels of fund balance and other cash available for investment.

On the expenditure side, the following factors are taken into account.

- The projection factors in committed (based on ratified union contracts) annual cost-of-living adjustments and merit increases. Compensation adjustments for projected years without a contract commitment are based on historical trend and other considerations such as annual affordability and long-term sustainability.
- Based on actuarial projections, payroll growth and trend analysis, we separately project changes in social security, retirement, health insurance, and retiree health benefit costs over the six years.
- Operating expenses in the categories of supplies and materials, other services and charges, and capital outlay are projected to grow in the future based on anticipated changes in CPI-U (consumer price index- urban) for the Baltimore-Washington MSA (metropolitan service area) and other factors.
- The model also projects changes in direct and indirect support to the County government and other entities.
- Using the assumptions contained in the most recent six-year Capital Improvement Program, projections are developed on debt service and PayGo requirements, as well as the expected



Prince George's County Overview – Policies

impact to the operating budget as these capital facilities are completed in the future.

These projections are presented to the Spending Affordability Committee in August and November, and are updated throughout the year as events warrant. The November projections are included in the Appendices.

PERFORMANCE MEASURES

The economic downturn has forced all government agencies to examine how well they meet their financial obligations and demonstrate value to their taxpayers. The Commission is using performance measurement as a means of documenting these efforts. In this budget, performance measures can be found at the end of each division in Planning and in Parks and Recreation and at the Department level for the Central Administrative Services Departments. They are presented graphically to facilitate understanding. Oftentimes, two measures are included in the same graph to highlight linkages between the two measures. So, for example, a chart might show both the number of master plans completed and the percentage completed within relevant time frames. The relationship may exist that, assuming a static work force, an increase in the number of plans to be completed results in a decrease in the percentage of timely completions.

The Commission's performance measures are comprehensive and continue to evolve. The primary focus in this budget document is to present relevant statistics that document the level of success the Commission attains in program delivery and service quality with the financial and staff resources at hand. The Commission, meanwhile, is continuing its efforts of developing more outcome measures to evaluate results of the services delivered. This is an on-going process that will continue in the coming fiscal year.



Prince George’s County Overview – Budget Issues

BUDGET ISSUES

This section of the budget provides the global context underlying the Commission’s FY24 Proposed Budget. Both revenue and expenditure assumptions and major issues are discussed here.

REVENUES

Property tax revenues constitute approximately 96 percent of the General Fund operating revenues in Prince George’s County. The latest projections provided by the State Department of Assessments and Taxation (SDAT) show the County’s FY24 assessable base (both real and personal) projected to grow by 5.1 percent next year. The remaining 4.0 percent of General Fund revenues are projected to decrease by 0.6 percent in FY24 due to projected decreases in payment in lieu of taxes and miscellaneous revenue.

Property Tax Revenue and Tax Rates

The total FY24 property tax revenue estimate for the four tax-supported¹ funds is \$356.6 million, an increase of 4.9 percent or \$18.1 million over the FY23 Adopted Budget. Final SDAT estimates for FY24 will be released in March. In the Adopted Budget, staff will update property tax revenues based on that estimate.

Within this proposed budget, the Commission is proposing to maintain its overall real property tax rate at 29.40 cents per \$100 of assessed value and its overall personal property tax rate at 73.50 cents per \$100 of assessed value. The proposed tax rates for FY24 are unchanged from FY23. Those tax rates are as follows:

FY24 Proposed Property Tax Rates by Fund		
	<u>Real</u>	<u>Personal</u>
Administration Fund	5.66	14.15
Park Fund	15.94	39.85
Recreation Fund	7.80	19.50
ALA Debt	<u>0.00</u>	<u>0.00</u>
Total	29.40	73.50

Fees, Charges, and Rentals

Revenues resulting from operations and functions of the Parks and Recreation and Planning Departments are considered non-tax operating revenues. These revenues are mainly fees and charges for services and programs and revenues from the rental of Commission properties. Some miscellaneous fees are collected (such as parking fines from Park Police enforcement operations). The Recreation Fund generates the lion’s share of fee and charge revenues among the tax-supported funds. This support stems from the fact that recreation operations are more strongly supported by user fees than any other programs outside of the Enterprise operations. Program revenues are generated from various activities such as recreation classes, swimming pools/lessons, sports leagues, playground activities, rental of Commission properties, childcare programs and therapeutic recreation services, and programs for residents with disabilities.

Service charges and fees of the three major tax-supported funds (Administration, Park, and

¹ The four tax-supported funds are the Administration Fund, Park Fund, Recreation Fund, and Advance Land Acquisition Debt Service Fund (ALA). Currently, the Commission does not have any debt service for ALA; therefore, no ALA property tax rate is imposed.



Prince George's County

Overview – Budget Issues

Recreation) are projected at \$13.7 million for FY24, an increase of \$109,000 or 0.8 percent more than the FY23 budget.

The Planning Board continues to review the Commission's fee schedules with the objective of generating fee revenue to lessen the burden on taxpayers, while maintaining programs that are affordable and desirable. The County government and the Planning Board jointly decided that the priority is to provide needed services to residents at an affordable cost, and, under certain hardship conditions, to modify or waive fees to encourage participation.

Interest Income

Each tax-supported fund maintains a cash balance, and the balance fluctuates from the effects of tax and program revenue inflows as well as expenditure outflows. The cash balance from each fund is pooled and invested at the highest responsible rate within the constraints of protection of principal and liquidity requirements. Interest income depends on the cash balance in each fund as well as the prevailing interest rate earned throughout the year. In past years, bank fees have been netted against interest revenue. They are now being shown separately as an expenditure.

Total General Fund interest income for FY24 is proposed at \$300,000, no change from the FY23 budget, in line with recent earnings.

Grant Revenues

No grants are budgeted in either the Administration, Park or Recreation Funds this year, although unbudgeted grants in all funds are treated as automatic budget amendments if no tax funded match is necessary to receive the grant and provide the program.

Enterprise Fund Revenues

In FY24, total Enterprise Fund operating revenues are proposed to be \$6.3 million, same as FY23. Operating expenses are projected to decrease by 0.5 percent to \$13.5 million. As a result, the subsidy from the Recreation Fund is budgeted to decrease by \$418,000 to \$6.8 million.

The Commission operates a number of programs such as golf courses and ice rinks, classified as Enterprise Fund programs, but most are neither wholly nor predominately self-sustaining. As a result, FY24 continues to include subsidies to the Enterprise Fund. Two programs – the Show Place Arena/Equestrian Center and the Golf Courses – account for the majority of the subsidies. The Commission continues to monitor the size of the subsidy and strives to maintain a balance between subsidy and affordability. The Commission places value on the maximum usage and enjoyment of services, which often leads to below market fee structures.

EXPENDITURES

The FY24 Proposed Budget's goal is to continue to provide adequate resources for necessary planning studies as well as for park and recreation infrastructure and service delivery. We continue to address our infrastructure improvement needs by contributing Pay-Go from both the Park Fund and the Recreation Fund.

The Proposed Budget includes the following major known commitments for personnel costs in FY24:

- Medical Insurance and Benefit Costs;
- Full funding of OPEB PayGo and Pre-Funding as determined by the current actuarial study;
- Full funding of pension contribution as determined by the current actuarial study; and



Prince George's County Overview – Budget Issues

- A dollar marker to adjust employee compensation and possible reclassifications due to a multi-year classification study.

As can be seen in Exhibit 1, personnel expenses are proposed to increase by \$11.7 million, mostly due to increased health and benefit costs and employee compensation markers.

Exhibit 1

FY24 Proposed Budget				
Summary of Changes in Major Personnel Costs				
Prince George's County Administration Fund, Park Fund, and Recreation Fund				
	FY23 Adjusted Adopted	FY24 Proposed	\$ Change	% Change
OPEB				
OPEB PayGo & Prefunding	\$ 12,347,670	\$ 12,178,667	\$ (169,003)	-1.4%
Pension (ERS)				
Pension (ERS)	14,345,723	15,857,486	1,511,763	10.5%
Health and Benefits(1)				
Employee Health Benefits	23,287,114	26,559,405	3,272,291	14.1%
Subtotal Personnel Costs	<u>\$ 49,980,507</u>	<u>\$ 54,595,558</u>	<u>\$ 4,615,051</u>	<u>9.2%</u>
Employee Compensation				
Marker for Changes to Employee Comp.		9,506,783	9,506,783	-
Marker for Possible Reclassifications	1,673,631	1,673,631	-	0.0%
Marker for Minimum Wage Increase	2,390,555	-	(2,390,555)	-100.0%
Total Major Personnel Costs			<u>\$11,731,279</u>	

(1) Health and Benefits includes medical insurances (health, dental, vision, prescription), long-term disability, accidental death and dismemberment, and life insurance.

An overview of the changes for each major personnel category is provided below.

OPEB

OPEB costs for FY24 have been determined by the actuary. The net change for total OPEB costs is a \$169,000 decrease or 1.4 percent less than the FY23 adopted amount.

Total OPEB funding is \$12.2 million. At this level of funding, we continue to be essentially at full funding of the annual required contribution.

Pension (ERS)

As determined by the actuary, pension costs are projected to increase by 10.5 percent in FY24, representing an increased cost of \$1.5 million over the FY23 Adopted Budget.



Prince George's County

Overview – Budget Issues

Health Insurance and Benefits

Health insurance and benefit costs are projected to increase by 14.1 percent in FY24, or \$3.3 million more than the FY23 Adopted Budget.

Employee Compensation

The Commission's FY24 budget includes a dollar marker of \$9.5 million in the General Fund. The Commission will be in a wage and benefit re-opener with the Municipal and County Government Employees Organization (MCGEO) and full contract negotiations with the Fraternal Order of Police (FOP). Also included is a marker for possible reclassification adjustments based on the multi-year classification study that is nearing completion (\$1.7 million).

Total expenditures for tax supported funds in the FY24 Proposed Budget (excluding reserves) are \$358.8 million, a 24.9 percent decrease from the FY23 Adopted Budget. The total FY24 Proposed Budget for Tax and Non-Tax Supported Funds (less reserves), including the Enterprise and Special Revenue Funds, is \$393.7 million, 23.2 percent less than the FY23 Adopted Budget. Exhibit 2 (below) provides a comparative total funds summary.

Exhibit 2

**Summary of FY24 Proposed Operating Budget Expenditures
(net reserves, ALARF, Internal Service Funds, and Capital Projects Fund)**

	FY23 Adjusted Adopted	FY24 Proposed	\$ Change	% Change
Prince George's Funds				
Administration (1)	\$ 64,913,133	\$ 68,204,607	\$ 3,291,474	5.1%
Park (2)	246,062,288	183,223,548	(62,838,740)	-25.5%
Recreation (3)	167,018,943	107,394,121	(59,624,822)	-35.7%
ALA Debt	-	-	-	-
Subtotal Tax Supported	477,994,364	358,822,276	(119,172,088)	-24.9%
Enterprise	13,524,910	13,451,632	(73,278)	-0.5%
Special Revenue	6,769,838	6,769,838	-	0.0%
Park Debt	14,438,603	14,668,753	230,150	1.6%
Total Prince George's	\$ 512,727,715	\$ 393,712,499	\$(119,015,216)	-23.2%

(1) Includes transfer to Capital Projects

(2) Includes transfer to Park Debt Service, Capital Projects and Largo HQ Bldg (FY23)

(3) Includes transfer to Enterprise Fund, Capital Projects and Largo HQ Bldg (FY23)

Major Non-Personnel Cost Changes

- Transfers that were budgeted in FY23 from the Park Fund and the Recreation Fund to the Largo Headquarters Building Fund are no longer necessary, as that project now has adequate funding to proceed.
- Additional one-time funding for athletic field initiatives budgeted in FY23 was assumed to be complete and therefore not continued in the FY24 Proposed Budget.

Capital Projects

The FY24 Proposed Budget continues to address critical infrastructure improvement needs.



Prince George's County

Overview – Budget Issues

Toward that end, this budget continues to utilize a mixture of PayGo from both the Park and Recreation Funds and General Obligation debt to fund the capital program.

Investing to Meet Essential Needs

Included in the funding levels of the Administration Fund, Park Fund and Recreation Fund is a funding request of \$3.9 million to address critical equipment, programmatic, legislative, maintenance, and essential service needs. In the Planning Department, additional staffing is proposed coupled with decreased professional services to continue an aggressive work program; for Human Resources and Management, it is seven additional positions – to assist in recruitment, labor relations, performance management, risk management and our supplier diversity program; for Finance, it is one new position and funding for two frozen positions to assist in corporate applications and departmental management; for the Legal Department, one new Senior Compliance Counsel; and for the Corporate IT Division of the Office of the CIO, two positions addressing web systems and cyber security. For the Park and Recreation Funds, additional positions are proposed to continue to improve service delivery, maintenance, and operations. Each department's budget section provides detailed information on how this increased investment will be used. Below is a summary of new investment by department.

Fund	Department	Critical Needs and Program Enhancements
Administration	Commissioners' Office	\$ -
Administration	Planning	1,209,458
Administration	DHRM	438,500
Administration	Legal	69,173
Administration	Finance	240,042
Administration	Inspector General	-
Administration	Corporate IT	144,528
Park	Parks & Recreation	847,776
Recreation	Parks & Recreation	966,932
Total		\$ 3,916,409

Project Charges

From FY05 to FY12, project charge payments to the County and other agencies increased from \$5 million to \$22 million annually. This tremendous increase coincided with the same period that property tax revenues began a steep decline, resulting in the Commission having to redirect resources to meet the rising project charge costs. Some years ago, we began working together with the County on a plan of phased reductions in project charges. Our plan was to reduce project charges steadily each year through FY19. That plan proved a bit too aggressive, given the County's fiscal challenges. The schedule was stretched out by two years and FY21 was the last year of planned reductions. The total for project charges in FY21 was \$8.1 million. FY22 increased to \$8.4 million, FY23 increased to \$9.0 million, and that is the amount proposed to continue in FY24.

A table summarizing the current and proposed project charges can be found at the end of the Overview section.



Prince George's County Overview – Budget Issues

FUND BALANCE

Going into FY24, the General Fund accounts project to have combined fund balances totaling \$101.6 million. In total, the FY24 Proposed Budget increases these balances by 14.5 million. Exhibit 3 shows the projected change in fund balances for the three general fund accounts.

Exhibit 3

**FY24 Proposed Budget
Use of Fund Balance
Prince George's County General Fund Accounts**

	FY23 Estimated Ending (Undesignated)	FY24 Proposed Ending (Undesignated)	Use of Fund Balance (1)
Administration Fund	32,750,860	34,633,119	1,882,259
Park Fund	48,689,393	56,887,439	8,198,046
Recreation Fund	20,154,923	24,567,322	4,412,399
Total	\$101,595,175	\$ 116,087,879	\$ 14,492,704

(1) Use of fund balance is the amount of fund balance used for operations and capital funding as well as the amount of fund balance needed to meet expenditure reserve requirements. The amount of fund balance (\$15,938,500) used to meet the reserve requirement, which is not included here, will not be spent.

DEBT

Debt service in the Park Fund is proposed to be \$14.3 million in FY24.

Debt service is the amount the Commission must pay each year for the principal and interest on the Commission's bonded indebtedness. The debt limit is established by State law using a formula that is based on projected property tax receipts from the mandatory tax rate over the next 30 years. For Park Acquisition and Development Bonds, the Commission's legal debt margin on June 30, 2022, is estimated at \$1.25 billion. This represents the excess of anticipated tax revenue from the mandatory 10-cent personal property and 4-cent real property tax rate available during the next 30 years over the debt service on the \$145.1 million of outstanding Park Acquisition and Development Bonds. The Commission's Prince George's County bonds are rated AAA by Standard & Poor's Corporation, AAA by Fitch Ratings, and Aaa by Moody's Investor Services, Inc.

SPENDING AFFORDABILITY PROCESS

The Prince George's County Council enacted legislation in 2001 that created a Spending Affordability Committee (SAC) to review the Prince George's portion of the Commission's budget. The Committee consists of the County Auditor, the Director of the Office of Management and Budget, and a private citizen who is appointed by the Council to a two-year term. The citizen member is required to have a background in budgeting, financial planning, public finance, or a related field.

The Committee submits a preliminary report to the County Executive and Council by August 31



Prince George's County Overview – Budget Issues

each year. In this report, the SAC provides a preliminary recommended spending level for the three tax-supported funds (Park, Recreation and Administration) constituting the Commission's General Fund, and for the tax-supported Advance Land Acquisition Fund. SAC also provides a guideline for the capital budget. Recommended spending levels must be consistent with the capacity of our revenue sources to finance operating programs and long-term debt.

The final SAC report is completed typically in December each year and includes the Committee's recommendations including:

- An overall expenditure ceiling (excluding reserves) for all tax supported funds;
- An overall expenditure ceiling for the capital budget; and
- Other areas of interests to the Committee.

If the Commission submits a proposed budget that exceeds these recommendations, the Commission must include an explanation in the budget. The Council considers these recommendations as it deliberates the Commission's proposed budget. If the budget adopted by Council exceeds any of the limits recommended by SAC, the Council must justify this action in writing.

To assist the Committee in its deliberation, the Commission's Department of Human Resources and Management, with assistance from the Finance Department, prepares annual six-year projections of revenues and expenditures in the three tax-supported funds. This projection considers anticipated growth in the assessable base for real and personal property taxes, changes in interest rates, projected fee increases, wage adjustments, projected increases in benefit costs, and other factors. These long-range projections assist us in identifying and responding to financial challenges in a timely manner.

Although we have not yet received the final SAC report, we fully expect that our budget proposal will comply with its recommendations.



FY24 Proposed Budget
Fiscal and Budget Summary Schedules



COMMISSION SUMMARY of FY24 PROPOSED BUDGET BY COUNTY AND FUND TYPE

	Prince George's County			Montgomery County			Total Commission			% Change
	FY 22 Actual	FY 23 Adjusted Adopted	FY 24 Proposed	FY 22 Actual	FY 23 Adjusted Adopted	FY 24 Proposed	FY 22 Actual	FY 23 Adjusted Adopted	FY 24 Proposed	
Total Sources: (excluding use of fund balance)										
Governmental Funds:										
General Funds:										
Administration Fund	\$ 63,898,408	\$ 66,727,517	\$ 70,251,366	\$ 32,444,688	\$ 36,969,306	\$ 42,722,005	\$ 96,343,096	\$ 103,696,823	\$ 112,973,371	8.9%
Park Fund	172,983,789	182,608,112	192,035,394	108,776,619	123,816,616	135,160,439	281,760,408	306,424,728	327,195,833	6.8%
Recreation Fund	95,551,066	105,038,520	110,100,320	-	-	-	95,551,066	105,038,520	110,100,320	-4.8%
General Funds Total	332,433,263	354,374,149	372,387,080	141,221,307	160,785,922	177,882,444	473,654,570	515,160,071	550,269,524	6.8%
ALA Debt Service Fund	161	-	-	2,109,635	2,197,763	2,211,100	2,109,796	2,197,763	2,211,100	0.6%
Tax Supported Funds Total	332,433,424	354,374,149	372,387,080	143,330,942	162,983,685	180,093,544	475,764,366	517,357,834	552,480,624	6.8%
Park Debt Service Fund	10,784,220	14,438,603	14,668,753	6,033,558	6,862,019	7,455,062	16,817,778	21,300,622	22,123,815	3.9%
Property Management Fund	-	-	-	1,739,119	1,737,800	1,557,600	1,739,119	1,737,800	1,557,600	-10.4%
Capital Projects Fund	66,553,175	153,610,000	113,716,000	23,067,153	56,820,000	38,577,000	89,620,328	210,430,000	152,293,000	-27.6%
Special Revenue Funds	3,501,842	6,705,338	6,705,338	6,991,819	6,107,056	6,811,263	10,493,661	12,812,394	13,516,601	5.5%
Governmental Funds Total	413,272,661	529,128,090	507,477,171	181,162,591	234,510,560	234,494,469	594,435,252	763,638,650	741,971,640	-2.8%
Proprietary Funds:										
Enterprise Fund	18,055,923	13,524,910	13,106,428	12,485,342	12,543,686	12,559,152	30,541,265	26,068,596	25,665,580	-1.5%
Internal Service Funds:										
Risk Management Fund	4,691,635	3,991,500	3,347,200	3,674,690	2,959,400	2,962,600	8,366,325	6,950,900	6,309,800	-9.2%
Capital Equipment Fund	135,247	142,500	95,000	4,058,819	1,264,800	1,808,663	4,194,066	1,407,300	1,903,663	35.3%
Wheaton Headquarters Bldg Fund	-	-	-	2,398,099	2,937,103	2,937,103	2,398,099	2,937,103	2,937,103	0.0%
CIO Fund	784,249	3,424,710	3,747,101	706,952	2,467,564	2,746,207	1,491,201	5,892,274	6,493,308	10.2%
Comm-wide IT Initiatives Fund	3,849,649	946,965	918,138	2,702,145	601,081	535,666	6,551,794	1,548,046	1,453,804	-6.1%
Largo Headquarters Bldg Fund	(375,272)	85,000,000	4,000,000	-	-	-	(375,272)	85,000,000	4,000,000	-95.3%
Executive Office Building Fund*	-	-	-	-	-	-	1,515,645	1,466,323	1,524,816	4.0%
Group Insurance Fund*	-	-	-	-	-	-	60,474,598	70,206,632	79,010,000	12.5%
Internal Service Funds Total	9,085,508	93,505,675	12,107,439	13,540,705	10,229,948	10,990,239	84,616,456	175,408,578	103,632,494	-40.9%
Proprietary Funds Total	27,141,431	107,030,585	25,213,867	26,026,047	22,773,634	23,549,391	115,157,721	201,477,174	129,298,074	-35.8%
Private Purpose Trust Funds:										
ALA Revolving Fund	(2,380)	-	-	1,978,194	2,066,213	2,088,500	1,975,814	2,066,213	2,088,500	1.1%
GRAND TOTAL	\$ 440,411,712	\$ 636,158,675	\$ 532,691,038	\$ 209,166,832	\$ 259,350,407	\$ 260,132,360	\$ 711,568,787	\$ 967,182,037	\$ 873,358,214	-9.7%
Total Uses and Funds Required: (Includes reserve in budget amounts but not in actual)										
Governmental Funds:										
General Funds:										
Administration Fund	52,892,192	68,157,333	71,613,307	34,633,725	38,606,976	43,943,887	87,525,917	106,764,309	115,557,194	8.2%
Park Fund	178,049,687	253,108,588	190,883,648	118,438,650	127,969,178	138,066,424	296,488,337	381,077,766	328,950,072	-13.7%
Recreation Fund	92,786,416	173,594,843	112,263,821	-	-	-	92,786,416	173,594,843	112,263,821	-35.3%
General Funds Total	323,728,295	494,860,764	374,760,776	153,072,375	166,576,154	182,010,311	476,800,670	661,436,918	556,771,087	-15.8%
ALA Debt Service Fund	151	-	-	2,111,759	2,197,763	2,211,100	2,111,910	2,197,763	2,211,100	0.6%
Tax Supported Funds Total	323,728,446	494,860,764	374,760,776	155,184,134	168,773,917	184,221,411	478,912,580	663,634,681	558,982,187	-15.8%
Park Debt Service Fund	10,784,220	14,438,603	14,668,753	6,033,558	6,862,019	7,455,062	16,817,778	21,300,622	22,123,815	3.9%
Property Management Fund	-	-	-	1,742,804	1,737,800	1,757,600	1,742,804	1,737,800	1,757,600	1.1%
Capital Projects Fund	20,597,887	153,610,000	113,716,000	25,802,319	56,820,000	38,577,000	46,400,206	210,430,000	152,293,000	-27.6%
Special Revenue Funds	2,693,319	6,769,838	6,769,838	6,106,316	7,330,040	7,940,988	8,799,635	14,099,878	14,710,826	4.3%
Governmental Funds Total	357,803,872	669,679,205	509,915,367	194,869,131	241,523,776	239,952,061	552,673,003	911,202,981	749,867,428	-17.7%
Proprietary Funds:										
Enterprise Fund	20,986,030	13,524,910	13,451,632	9,228,270	10,613,078	10,833,205	30,214,300	24,137,988	24,284,837	0.6%
Internal Service Funds:										
Risk Management Fund	2,878,552	5,028,767	4,767,320	2,922,922	3,433,966	3,568,420	5,801,474	8,462,733	8,335,740	-1.5%
Capital Equipment Fund	644,613	143,705	15,665	3,090,839	3,813,114	4,074,085	3,735,452	3,956,819	4,089,750	3.4%
Wheaton Headquarters Bldg Fund	-	-	-	6,770,922	2,937,103	2,937,103	6,770,922	2,937,103	2,937,103	0.0%
CIO Fund	756,432	3,424,710	3,771,220	681,871	2,467,564	2,765,306	1,438,303	5,892,274	6,536,526	10.9%
Comm-wide IT Initiatives Fund	2,786,649	946,965	918,138	1,598,218	646,301	535,666	4,384,867	1,593,266	1,453,804	-8.8%
Largo Headquarters Bldg Fund	-	10,000,000	4,000,000	-	-	-	-	10,000,000	4,000,000	-60.0%
Executive Office Building Fund*	-	-	-	-	-	-	853,757	1,570,259	1,614,123	2.8%
Group Insurance Fund *	-	-	-	-	-	-	60,127,240	71,659,632	79,026,000	10.3%
Internal Service Funds Total	7,066,246	19,544,147	13,472,343	15,064,772	13,298,048	13,880,580	83,112,015	106,072,086	107,993,046	1.8%
Proprietary Funds Total	28,052,276	33,069,057	26,923,975	24,293,042	23,911,126	24,713,785	113,326,315	130,210,074	132,277,883	1.6%
Private Purpose Trust Funds:										
ALA Revolving Fund	-	305,007	302,637	10,703,215	3,739,943	5,818,382	10,703,215	4,044,950	6,121,019	51.3%
GRAND TOTAL	\$ 385,856,148	\$ 703,053,269	\$ 537,141,979	\$ 229,865,388	\$ 269,174,845	\$ 270,484,228	\$ 676,702,533	\$ 1,045,458,005	\$ 888,266,330	-15.0%

* The Executive Office Building Fund and the Group Insurance Fund are Commission-wide Internal Service Funds.

Explanatory Note: This schedule summarizes the total revenues and total funds required for FY24. The revenues do not include the use or gain in fund balance. Therefore, the schedule intentionally does not balance. The amount of fund balance used or gained is summarized in the schedule on the following page. The two schedules are intended to be read together to provide a fuller picture of the financial condition of each fund.

COMMISSION SUMMARY
Summary of Changes in Actual Fund Balance/Net Position for FY22 and Budgeted Use of Fund Balance/Net Position for FY23 and FY24

	Prince George's County			Montgomery County			Total Commission		
	FY 22	FY 23	FY 24	FY 22	FY 23	FY 24	FY 22	FY 23	FY 24
	Actual	Adjusted Adopted	Proposed	Actual	Adjusted Adopted	Proposed	Actual	Adjusted Adopted	Proposed
Governmental Funds:									
Administration Fund	11,006,216	(1,429,816)	(1,361,941)	(2,189,037)	(1,637,670)	(1,221,882)	8,817,179	(3,067,486)	(2,583,823)
Park Fund	(5,065,898)	(70,500,476)	1,151,746	(9,662,031)	(4,152,562)	(2,905,985)	(14,727,929)	(74,653,038)	(1,754,239)
Recreation Fund	2,764,650	(68,556,323)	(2,163,501)	-	-	-	2,764,650	(68,556,323)	(2,163,501)
General Funds Total	8,704,968	(140,486,615)	(2,373,696)	(11,851,068)	(5,790,232)	(4,127,867)	(3,146,100)	(146,276,847)	(6,501,563)
ALA Debt Service Fund	10	-	-	(2,124)	-	-	(2,114)	-	-
Tax Supported Funds Total	8,704,978	(140,486,615)	(2,373,696)	(11,853,192)	(5,790,232)	(4,127,867)	(3,148,214)	(146,276,847)	(6,501,563)
Park Debt Service Fund	-	-	-	-	-	-	-	-	-
Property Management Fund	-	-	-	(3,685)	-	(200,000)	(3,685)	-	(200,000)
Capital Projects Fund	45,955,288	-	-	(2,735,166)	-	-	43,220,122	-	-
Special Revenue Funds	808,523	(64,500)	(64,500)	885,503	(1,222,984)	(1,129,725)	1,694,026	(1,287,484)	(1,194,225)
Governmental Funds Total	55,468,789	(140,551,115)	(2,438,196)	(13,706,540)	(7,013,216)	(5,457,592)	41,762,249	(147,564,331)	(7,895,788)
Proprietary Funds:									
Enterprise Fund	(2,930,107)	-	(345,204)	3,257,072	1,930,608	1,725,947	326,965	1,930,608	1,380,743
Risk Management Fund	1,813,083	(1,037,267)	(1,420,120)	751,768	(474,566)	(605,820)	2,564,851	(1,511,833)	(2,025,940)
Capital Equipment Fund	(509,366)	(1,205)	79,335	967,980	(2,548,314)	(2,265,422)	458,614	(2,549,519)	(2,186,087)
Wheaton Headquarters Bldg Fund	-	-	-	(4,372,823)	-	-	(4,372,823)	-	-
CIO Fund	27,817	-	(24,119)	25,081	-	(19,099)	52,898	-	(43,218)
Comm-wide IT Initiatives Fund	1,063,000	-	-	1,103,927	(45,220)	-	2,166,927	(45,220)	-
Largo Headquarters Bldg Fund	(375,272)	75,000,000	-	-	-	-	(375,272)	75,000,000	-
Executive Office Building Fund*	-	-	-	-	-	-	661,888	(103,936)	(89,307)
Group Insurance Fund *	-	-	-	-	-	-	347,358	(1,453,000)	(16,000)
Internal Service Funds Total	2,019,262	73,961,528	(1,364,904)	(1,524,067)	(3,068,100)	(2,890,341)	1,504,441	69,336,492	(4,360,552)
Proprietary Funds Total	(910,845)	73,961,528	(1,710,108)	1,733,005	(1,137,492)	(1,164,394)	1,831,406	71,267,100	(2,979,809)
Private Purpose Trust Funds:									
ALA Revolving Fund	(2,380)	(305,007)	(302,637)	(8,725,021)	(1,673,730)	(3,729,882)	(8,727,401)	(1,978,737)	(4,032,519)
GRAND TOTAL	54,555,564	(66,894,594)	(4,450,941)	(20,698,556)	(9,824,438)	(10,351,868)	34,866,254	(78,275,968)	(14,908,116)

* The Executive Office Building Fund and the Group Insurance Fund are Commission-wide Internal Service Funds.

Explanatory Note: This schedule summarizes the change in fund balances and net position for FY22 Actual. For the current and proposed budget amounts, the change represents the gain (use) of fund balance necessary to balance the budget. This includes any fund balance needed to fund the reserve requirement. Fund balance used to fund the budgeted reserve requirements will not actually be spent. Therefore, the actual change in fund balance will be less.



**PRINCE GEORGE'S COUNTY FY24 PROPOSED BUDGET SUMMARY
FUND SUMMARY BY DEPARTMENT AND BY DIVISION**

	Administration Fund	Park Fund	Recreation Fund	Park Debt Service Fund	ALA Debt Service Fund	ALA Revolving Fund	Capital Projects Fund	Special Revenue Fund	Enterprise Fund	Risk Management Internal Service Fund	Capital Equipment Internal Service Fund	CIO Internal Service Fund	Commission-wide IT Initiatives Internal Service Fund	Largo Headquarters Building Internal Service Fund	Total
Sources:															
Property Taxes	\$ 69,193,100	\$ 188,756,700	\$ 98,645,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356,595,400
Intergovernmental	228,266	487,959	238,776	-	-	-	8,000,000	950,000	-	-	-	-	-	-	9,905,001
Sales	50,000	-	50,400	-	-	-	-	73,600	1,960,000	-	-	-	-	-	2,134,000
Charges for Services	680,000	70,900	9,353,040	-	-	-	-	4,731,769	2,406,400	3,327,200	95,000	3,747,101	918,138	4,000,000	29,329,548
Rentals and Concessions	-	2,006,335	1,638,024	-	-	-	-	777,518	1,903,200	-	-	-	-	-	6,325,077
Interest	100,000	100,000	100,000	-	-	-	100,000	15,500	15,000	20,000	-	-	-	-	450,500
Miscellaneous	-	513,500	74,480	-	-	-	-	156,951	10,000	-	-	-	-	-	754,931
Total Revenues	70,251,366	191,935,394	110,100,320	-	-	-	8,100,000	6,705,338	6,294,600	3,347,200	95,000	3,747,101	918,138	4,000,000	405,494,457
Transfers In	-	100,000	-	14,271,253	-	-	25,780,000	-	6,811,828	-	-	-	-	-	46,963,081
Debt Proceeds	-	-	-	397,500	-	-	79,836,000	-	-	-	-	-	-	-	80,233,500
Use of Fund Balance/Net Assets	1,361,941	-	2,163,501	-	-	302,637	-	64,500	345,204	1,420,120	-	24,119	-	-	5,682,022
Total Available Funds	\$ 71,613,307	\$ 192,035,394	\$ 112,263,821	\$ 14,668,753	\$ -	\$ 302,637	\$ 113,716,000	\$ 6,769,838	\$ 13,451,632	\$ 4,767,320	\$ 95,000	\$ 3,771,220	\$ 918,138	\$ 4,000,000	\$ 538,373,060
Uses:															
Commissioners' Office	\$ 3,740,201	-	-	-	-	-	-	-	-	-	-	-	-	-	3,740,201
Planning Department	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Director's Office	2,516,987	-	-	-	-	-	-	-	-	-	-	-	-	-	2,516,987
Management Services	4,741,680	-	-	-	-	-	-	-	-	-	-	-	-	-	4,741,680
Development Review	7,416,307	-	-	-	-	-	-	-	-	-	-	-	-	-	7,416,307
Community Planning	6,034,835	-	-	-	-	-	-	-	-	-	-	-	-	-	6,034,835
Information Management	8,560,286	-	-	-	-	-	-	-	-	-	-	-	-	-	8,560,286
Countywide Planning	9,471,442	-	-	-	-	-	-	-	-	-	-	-	-	-	9,471,442
Support Services	6,890,073	-	-	-	-	-	-	-	-	-	-	-	-	-	6,890,073
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Revenue Operations	-	-	-	-	-	-	-	70,000	-	-	-	-	-	-	70,000
Planning Operations Total	45,631,610	-	-	-	-	-	-	70,000	-	-	-	-	-	-	45,701,610
Central Administrative Services (CAS):	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dept of Human Resources and Mgmt.	4,764,845	-	-	-	-	-	-	-	-	-	-	-	-	-	4,764,845
Department of Finance	3,561,540	-	-	-	-	-	-	-	-	-	-	-	-	-	3,561,540
Legal Department	1,742,069	-	-	-	-	-	-	-	-	-	-	-	-	-	1,742,069
Merit System Board	84,249	-	-	-	-	-	-	-	-	-	-	-	-	-	84,249
Office of Inspector General	719,960	-	-	-	-	-	-	-	-	-	-	-	-	-	719,960
Corporate IT	1,501,225	-	-	-	-	-	-	-	-	-	-	-	-	-	1,501,225
Support Services	921,272	-	-	-	-	-	-	-	-	-	-	-	-	-	921,272
CAS Total	13,295,160	-	-	-	-	-	-	-	-	-	-	-	-	-	13,295,160



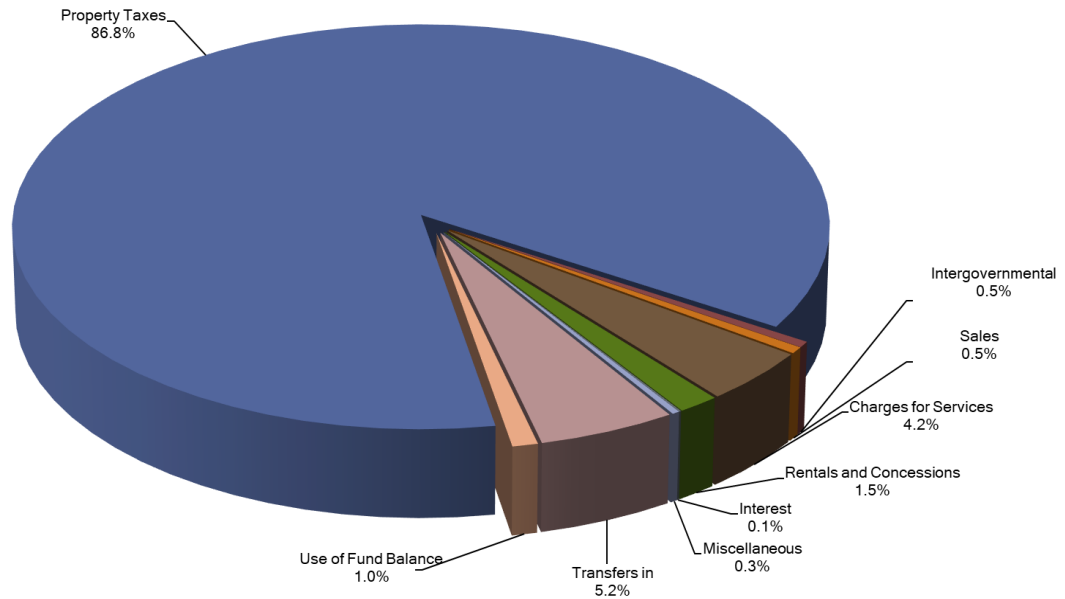
**PRINCE GEORGE'S COUNTY FY24 PROPOSED BUDGET SUMMARY
FUND SUMMARY BY DEPARTMENT AND BY DIVISION cont'd**

	Administration Fund	Park Fund	Recreation Fund	Park Debt Service Fund	ALA Debt Service Fund	ALA Revolving Fund	Capital Projects Fund	Special Revenue Fund	Enterprise Fund	Risk Management Internal Service Fund	Capital Equipment Internal Service Fund	CIO Internal Service Fund	Commission-wide IT Initiatives Internal Service Fund	Largo Headquarters Building Internal Service Fund	Total
Parks and Rec. Operating Divisions:															
Office of the Director	-	41,729,886	-	-	-	-	-	-	-	-	-	-	-	-	41,729,886
Administration and Development	-	28,823,460	12,061,595	-	-	-	-	-	-	-	-	-	-	-	40,885,055
Facility Operations	-	69,200,622	29,493,773	-	-	-	-	-	-	-	-	-	-	-	98,694,395
Area Operations	-	-	40,537,054	-	-	-	-	-	-	-	-	-	-	-	40,537,054
Special Revenue Operations	-	-	-	-	-	-	-	6,699,838	-	-	-	-	-	-	6,699,838
Enterprise Operations	-	-	-	-	-	-	-	-	13,451,632	-	-	-	-	-	13,451,632
Total Park and Rec. Operations	-	139,753,968	82,092,422	-	-	-	-	6,699,838	13,451,632	-	-	-	-	-	241,997,860
NonDepartmental	5,507,636	13,448,327	8,489,871	-	-	-	-	-	-	-	-	-	-	-	27,445,834
Advanced Land Acquisition	-	-	-	-	-	302,637	-	-	-	-	-	-	-	-	302,637
Debt Service	-	-	-	14,668,753	-	-	-	-	-	-	-	-	-	-	14,668,753
Capital Projects	-	-	-	-	-	-	113,616,000	-	-	-	-	-	-	-	113,616,000
Transfer to Debt Service	-	14,271,253	-	-	-	-	-	-	-	-	-	-	-	-	14,271,253
Risk Management Operating	-	-	-	-	-	-	-	-	-	4,767,320	-	-	-	-	4,767,320
Capital Equipment Operating	-	-	-	-	-	-	-	-	-	-	15,665	-	-	-	15,665
CIO Internal Service Fund	-	-	-	-	-	-	-	-	-	-	-	3,771,220	-	-	3,771,220
Commission-wide IT Initiatives Internal Ser	-	-	-	-	-	-	-	-	-	-	-	-	918,138	-	918,138
Largo Headquarters Building	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000,000	4,000,000
Transfers Out	30,000	15,750,000	16,811,828	-	-	-	100,000	-	-	-	-	-	-	-	32,691,828
Total Uses	\$ 68,204,607	\$ 183,223,548	\$ 107,394,121	\$ 14,668,753	\$ -	\$ 302,637	\$ 113,716,000	\$ 6,769,838	\$ 13,451,632	\$ 4,767,320	\$ 15,665	\$ 3,771,220	\$ 918,138	\$ 4,000,000	\$ 521,203,479
Designated Expenditure Reserve @ 5%	3,408,700	7,660,100	4,869,700	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	<i>not applicable</i>	15,938,500
Total Required Funds	\$ 71,613,307	\$ 190,883,648	\$ 112,263,821	\$ 14,668,753	\$ -	\$ 302,637	\$ 113,716,000	\$ 6,769,838	\$ 13,451,632	\$ 4,767,320	\$ 15,665	\$ 3,771,220	\$ 918,138	\$ 4,000,000	\$ 537,141,979
Excess of Sources over Uses	\$ -	\$ 1,151,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,335	\$ -	\$ -	\$ -	\$ 1,231,081
Total Funded Career/Term Positions	312.43	859.00	354.00	-	-	-	-	-	47.00	4.00	-	3.50	-	-	1,579.93
Total Funded Workyears	308.53	1,107.73	1,276.16	-	-	-	-	136.40	138.40	4.00	-	3.50	-	-	2,974.72

Prince George's County Overview – Fiscal and Budget Summary Schedules

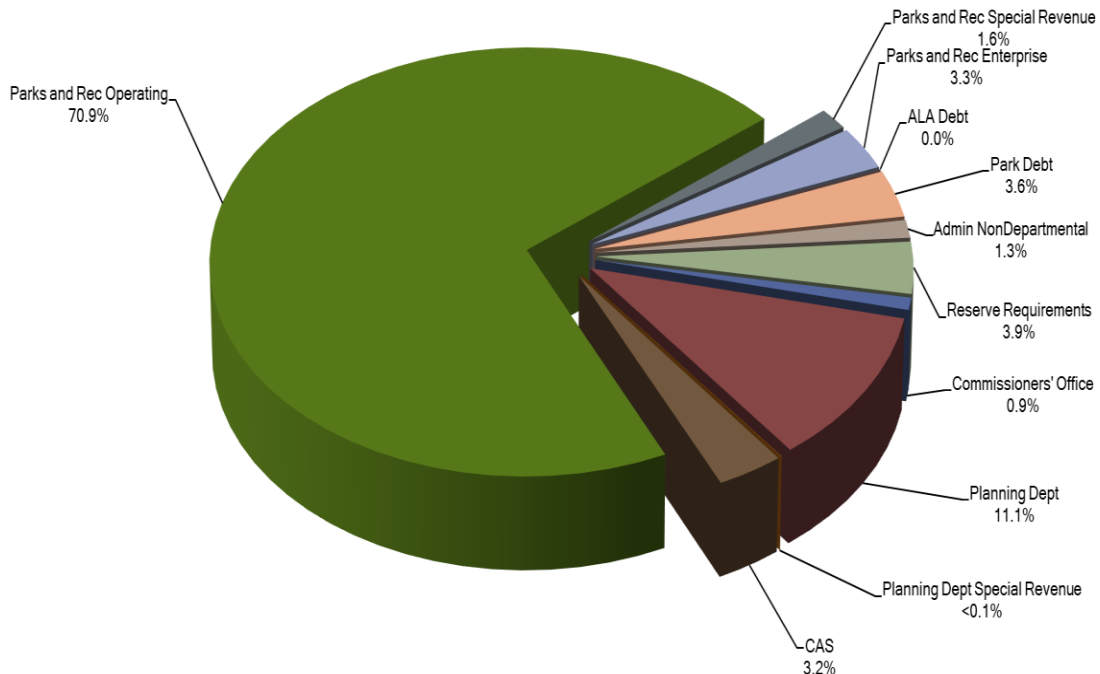
Prince George's County FY24 Proposed Budget
Revenue Sources (Percent of Total by Type)
Total Operating Funds \$410,802,745

Excludes Internal Service Funds, ALARF, and
Capital Projects Fund



Prince George's FY24 Proposed Budget
Funds Required (Percent of Total by Function)
Total Operating Funds \$409,650,999

Excludes Internal Service Funds, ALARF, and
Capital Projects Fund



**PRINCE GEORGE'S COUNTY FY24 PROPOSED BUDGET
EXPENDITURE SUMMARY BY MAJOR OBJECT**

	Personnel Services	Supplies and Materials	Other Services and Charges	Capital Outlay	Charge-backs	Debt Service	Transfers Out	Designated Expenditure Reserve	Total
Governmental Funds:									
General Funds:									
Administration Fund									
Commissioners' Office	\$ 1,954,186	\$ 37,500	\$ 1,616,363	\$ 90,000	\$ 42,152	\$ -	\$ -	\$ -	\$ 3,740,201
Planning Department	26,978,701	1,256,000	16,031,143	879,000	486,766	-	30,000	-	45,661,610
DHRM	4,772,763	47,143	707,306	-	(762,367)	-	-	-	4,764,845
Department of Finance	4,133,313	40,326	323,279	-	(935,378)	-	-	-	3,561,540
Legal Department	2,443,743	27,280	267,353	-	(996,307)	-	-	-	1,742,069
Merit System Board	67,949	1,000	15,300	-	-	-	-	-	84,249
Office of Inspector General	785,645	3,753	86,241	-	(155,679)	-	-	-	719,960
Corporate IT	1,573,852	76,300	943,805	-	(1,092,732)	-	-	-	1,501,225
CAS Support Services	10,640	21,280	889,352	-	-	-	-	-	921,272
Non-Departmental	5,491,636	-	16,000	-	-	-	-	-	5,507,636
Budgetary Reserve	-	-	-	-	-	-	-	3,408,700	3,408,700
Administration Fund Total	48,212,428	1,510,582	20,896,142	969,000	(3,413,545)	-	30,000	3,408,700	71,613,307
Park Fund									
Department of Parks and Recreation	108,207,641	11,087,175	28,893,124	3,488,900	1,525,455	-	30,021,253 *	7,660,100	190,883,648
Park Fund Total	108,207,641	11,087,175	28,893,124	3,488,900	1,525,455	-	30,021,253	7,660,100	190,883,648
Recreation Fund									
Department of Parks and Recreation	63,290,577	6,094,520	19,443,105	1,151,713	602,378	-	16,811,828 *	4,869,700	112,263,821
Recreation Fund Total	63,290,577	6,094,520	19,443,105	1,151,713	602,378	-	16,811,828	4,869,700	112,263,821
General Funds Total	219,710,646	18,692,277	69,232,371	5,609,613	(1,285,712)	-	46,863,081	15,938,500	374,760,776
ALA Debt Service Fund									
Tax Supported Funds Total	219,710,646	18,692,277	69,232,371	5,609,613	(1,285,712)	-	46,863,081	15,938,500	374,760,776
Park Debt Service Fund									
Capital Projects Fund	-	-	30,000	113,586,000	-	-	100,000	-	113,716,000
Special Revenue Funds									
Planning Department	-	-	70,000	-	-	-	-	-	70,000
Department of Parks and Recreation	4,231,152	1,162,830	1,231,756	20,500	53,600	-	-	-	6,699,838
Special Revenue Funds Total	4,231,152	1,162,830	1,301,756	20,500	53,600	-	-	-	6,769,838
Governmental Funds Total	223,941,798	19,855,107	70,564,127	119,216,113	(1,232,112)	14,668,753	46,963,081	15,938,500	509,915,367
Proprietary Funds:									
Enterprise Fund									
Department of Parks and Recreation	8,065,791	2,490,634	2,409,698	271,800	213,709	-	-	-	13,451,632
Enterprise Fund Total	8,065,791	2,490,634	2,409,698	271,800	213,709	-	-	-	13,451,632
Internal Service Funds:									
Risk Management Fund	702,433	36,000	3,654,384	-	374,503	-	-	-	4,767,320
Capital Equipment Fund	-	-	-	-	15,665	-	-	-	15,665
CIO Internal Service Fund	853,399	27,344	2,890,477	-	-	-	-	-	3,771,220
Commission-wide IT Initiatives Fund	-	-	918,138	-	-	-	-	-	918,138
Largo Headquarters Building Fund	-	-	4,000,000	-	-	-	-	-	4,000,000
Internal Service Funds Total	1,555,832	63,344	11,462,999	-	390,168	-	-	-	13,472,343
Proprietary Funds Total	9,621,623	2,553,978	13,872,697	271,800	603,877	-	-	-	26,923,975
Private Purpose Trust Funds:									
ALA Revolving Fund									
Private Purpose Trust Funds Total	-	-	-	302,637	-	-	-	-	302,637
GRAND TOTAL	\$ 233,563,421	\$ 22,409,085	\$ 84,436,824	\$ 119,790,550	\$ (628,235)	\$ 14,668,753	\$ 46,963,081	\$ 15,938,500	\$ 537,141,979

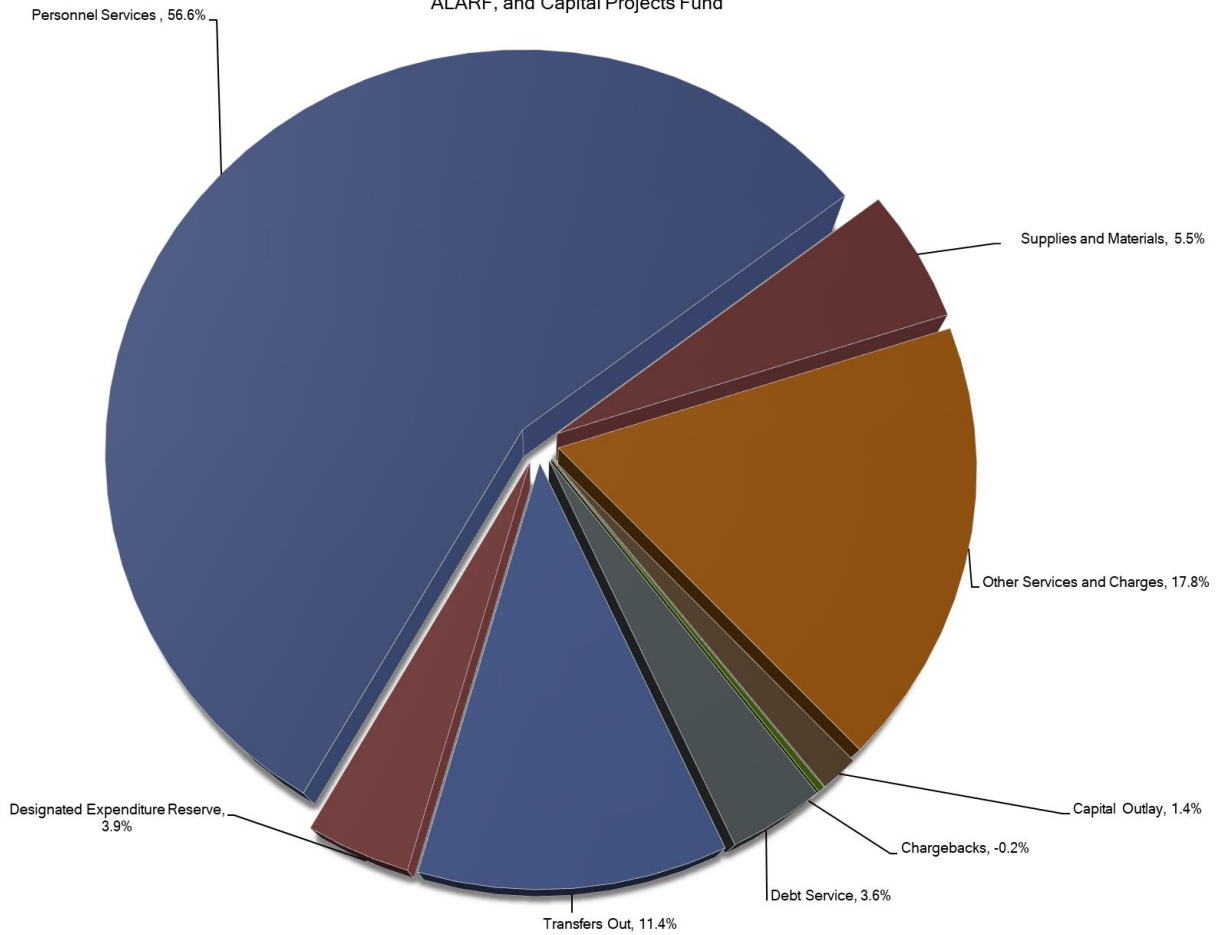
* Park Fund transfer out includes the transfers to Capital Projects Fund (\$15.75M) and to Debt Service (\$14.27M). Recreation Fund transfer out includes the transfers to Capital Projects Fund (\$10.0M) and to Enterprise Fund (\$6.8M).



Prince George's County Overview – Fiscal and Budget Summary Schedules

Prince George's County FY24 Proposed Budget
Summary of Funds Required (Percent of Total by Major Object)
Total Operating Funds \$409,650,999

Excludes Internal Service Funds,
ALARF, and Capital Projects Fund



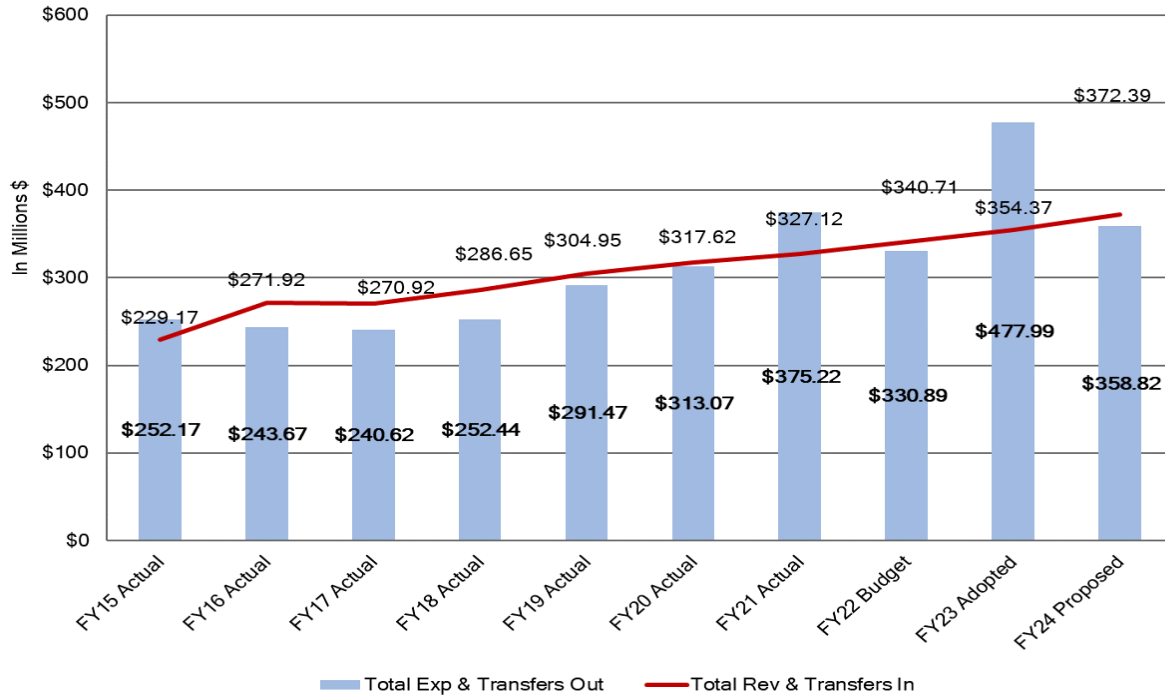
PRINCE GEORGE'S COUNTY GOVERNMENTAL FUNDS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	General Fund Accounts		Advance Land Acquisition Debt Service Fund		Total Tax Supported Funds		Park Debt Service Fund		Capital Projects Fund		Special Revenue Funds		Total Governmental Funds		
	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	FY 23 Adjusted Adopted	FY 24 Proposed	% Change
Revenues:															
Property Taxes	\$ 338,491,700	\$ 356,595,400	\$ -	\$ -	\$ 338,491,700	\$ 356,595,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 338,491,700	\$ 356,595,400	5.3%
Intergovernmental -															
Federal	-	-	-	-	-	-	-	-	-	-	950,000	950,000	950,000	950,000	0.0%
State	-	-	-	-	-	-	-	-	-	18,630,000	8,000,000	-	18,630,000	8,000,000	-57.1%
County - Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County - Non-Grant Permit Fee	55,000	55,000	-	-	55,000	55,000	-	-	-	-	-	-	55,000	55,000	0.0%
PGC PILOT	1,000,000	900,001	-	-	1,000,000	900,001	-	-	-	-	-	-	1,000,000	900,001	-10.0%
Sales	100,400	100,400	-	-	100,400	100,400	-	-	-	-	73,600	73,600	174,000	174,000	0.0%
Charges for Services	9,994,710	10,103,940	-	-	9,994,710	10,103,940	-	-	-	-	4,731,769	4,731,769	14,726,479	14,835,709	0.7%
Rentals and Concessions	3,644,359	3,644,359	-	-	3,644,359	3,644,359	-	-	-	-	777,518	777,518	4,421,877	4,421,877	0.0%
Interest	300,000	300,000	-	-	300,000	300,000	-	-	100,000	100,000	15,500	15,500	415,500	415,500	0.0%
Miscellaneous	687,980	587,980	-	-	687,980	587,980	-	-	-	-	156,951	156,951	844,931	744,931	-11.8%
Total Revenues	354,274,149	372,287,080	-	-	354,274,149	372,287,080	-	-	18,730,000	8,100,000	6,705,338	6,705,338	379,709,487	387,092,418	1.9%
Expenditures:															
Personnel Services	205,429,240	219,710,646	-	-	205,429,240	219,710,646	-	-	-	-	4,231,152	4,231,152	209,660,392	223,941,798	6.8%
Supplies and Materials	16,601,343	18,692,277	-	-	16,601,343	18,692,277	-	-	-	-	1,103,140	1,162,830	17,704,483	19,855,107	12.1%
Other Services and Charges	70,866,283	69,232,371	-	-	70,866,283	69,232,371	-	-	30,000	30,000	1,301,756	1,301,756	72,198,039	70,564,127	-2.3%
Debt Service	-	-	-	-	-	-	14,438,603	14,668,753	-	-	-	-	14,438,603	14,668,753	1.6%
Capital Outlay	38,349,900	5,609,613	-	-	38,349,900	5,609,613	-	-	153,480,000	113,586,000	20,500	20,500	191,850,400	119,216,113	-37.9%
Other Classifications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Chargebacks	(1,149,590)	(1,285,712)	-	-	(1,149,590)	(1,285,712)	-	-	-	-	113,290	53,600	(1,036,300)	(1,232,112)	18.9%
Total Expenditures	330,097,176	311,959,195	-	-	330,097,176	311,959,195	14,438,603	14,668,753	153,510,000	113,616,000	6,769,838	6,769,838	504,815,617	447,013,786	-11.5%
Excess of Revenues over (under) Expenditures	24,176,973	60,327,885	-	-	24,176,973	60,327,885	(14,438,603)	(14,668,753)	(134,780,000)	(105,516,000)	(64,500)	(64,500)	(125,106,130)	(59,921,368)	-52.1%
Other Financing Sources (Uses):															
Debt Proceeds	-	-	-	-	-	-	-	-	93,500,000	79,836,000	-	-	93,500,000	79,836,000	-14.6%
Premiums on Bonds Issued	-	-	-	-	-	-	151,725	397,500	-	-	-	-	151,725	397,500	162.0%
Transfers In															
Total Transfers In	100,000	100,000	-	-	100,000	100,000	14,286,878	14,271,253	41,380,000	25,780,000	-	-	55,766,878	40,151,253	-28.0%
Transfers (Out):															
Total Transfers (Out)	(147,897,188)	(46,863,081)	-	-	(147,897,188)	(46,863,081)	-	-	(100,000)	(100,000)	-	-	(147,997,188)	(46,963,081)	-68.3%
Total Other Financing Sources (Uses)	(147,797,188)	(46,763,081)	-	-	(147,797,188)	(46,763,081)	14,438,603	14,668,753	134,780,000	105,516,000	-	-	1,421,415	73,421,672	5065.4%
Total Uses	477,994,364	358,822,276	-	-	477,994,364	358,822,276	14,438,603	14,668,753	153,610,000	113,716,000	6,769,838	6,769,838	652,812,805	493,976,867	-24.3%
Excess of Sources over (under) Uses	(123,620,215)	13,564,804	-	-	(123,620,215)	13,564,804	-	-	-	-	(64,500)	(64,500)	(123,684,715)	13,500,304	-110.9%
Designated Expenditure Reserve @ 5%	16,866,400	15,938,500	-	-	16,866,400	15,938,500	-	-	-	-	-	-	16,866,400	15,938,500	-5.5%
Total Required Funds	494,860,764	374,760,776	-	-	494,860,764	374,760,776	14,438,603	14,668,753	153,610,000	113,716,000	6,769,838	6,769,838	669,679,205	509,915,367	-23.9%
Excess of Sources over (under) Total Funds Required	(140,486,615)	(2,373,696)	-	-	(140,486,615)	(2,373,696)	-	-	-	-	(64,500)	(64,500)	(140,551,115)	(2,438,196)	-98.3%
Fund Balance - Beginning	211,645,146	118,461,575	-	-	211,645,146	118,461,575	-	-	130,604,261	180,240,523	9,818,973	10,577,495	352,068,380	309,279,593	-12.2%
Fund Balance - Ending	\$ 88,024,931	\$ 132,026,379	\$ -	\$ -	\$ 88,024,931	\$ 132,026,379	\$ -	\$ -	\$ 130,604,261	\$ 180,240,523	\$ 9,754,473	\$ 10,512,995	\$ 228,383,665	\$ 322,779,897	41.3%
Classification of Ending Fund Balance:															
Designated Expenditure Reserve	16,866,400	15,938,500	not applicable	not applicable	16,866,400	15,938,500	not applicable	not applicable	not applicable	not applicable	676,984	676,984	17,543,384	16,615,484	-5.3%
Undesignated Fund Balance	71,158,531	116,087,879	-	-	71,158,531	116,087,879	-	-	130,604,261	180,240,523	9,077,490	9,836,012	210,840,281	306,164,413	45.2%
Total Ending Fund Balance	\$ 88,024,931	\$ 132,026,379	\$ -	\$ -	\$ 88,024,931	\$ 132,026,379	\$ -	\$ -	\$ 130,604,261	\$ 180,240,523	\$ 9,754,473	\$ 10,512,995	\$ 228,383,665	\$ 322,779,897	41.3%

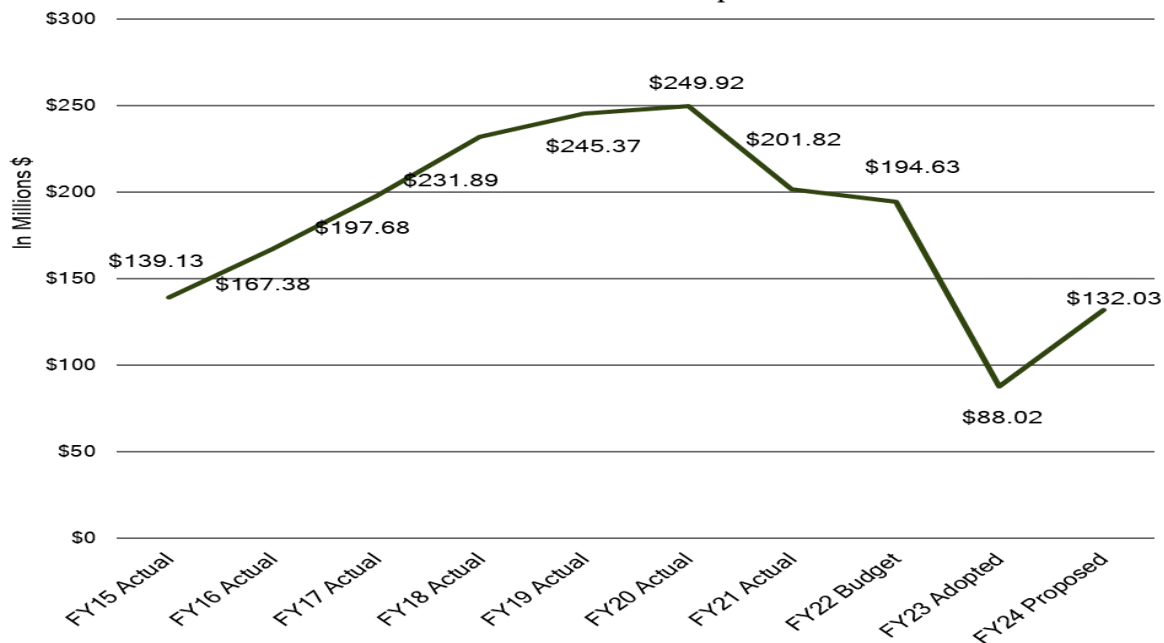
Note: For the General Fund designated Expenditure Reserve is part of total required funds because there needs to be sufficient ending fund balance to meet the reserve requirement. However, it is not a use of fund balance because it is not appropriated to spend. Rather, it is a designated part of ending fund balance.

Prince George's County Overview - Fiscal and Budget Summary Schedules

Prince George's County
Revenue and Expenditures
General Fund Accounts
FY15 Actual to FY24 Proposed



Prince George's County
Ending Fund Balance
General Fund Accounts
FY15 Actual to FY24 Proposed





**CENTRAL ADMINISTRATIVE SERVICES
BUDGET SUMMARY
Expenditures by County, by Department and by Object
PROPOSED BUDGET FISCAL YEAR 2024**

	Montgomery County				Prince George's County				Combined Department Total		
	FY 23 Adjusted Adopted	FY 24 Proposed	% Change	% Allocation*	FY 23 Adjusted Adopted	FY 24 Proposed	% Change	% Allocation*	FY 23 Adjusted Adopted	FY 24 Proposed	% Change
DHRM	\$	\$			\$	\$			\$	\$	
Personnel Services	2,745,838	3,275,726	19.3%	40.7%	4,102,773	4,772,763	16.3%	59.3%	6,848,611	8,048,489	17.5%
Supplies and Materials	29,474	32,357	9.8%	40.7%	44,027	47,143	7.1%	59.3%	73,501	79,500	8.2%
Other Services and Charges	393,975	515,632	30.9%	42.2%	539,249	707,306	31.2%	57.8%	933,224	1,222,938	31.0%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	3,169,287	3,823,715	20.6%	40.9%	4,686,049	5,527,212	18.0%	59.1%	7,855,336	9,350,927	19.0%
Chargebacks	(310,038)	(304,025)	-1.9%	28.5%	(751,168)	(762,367)	1.5%	71.5%	(1,061,206)	(1,066,392)	0.5%
Total	2,859,249	3,519,690	23.1%	42.5%	3,934,881	4,764,845	21.1%	57.5%	6,794,130	8,284,535	21.9%
Department of Finance											
Personnel Services	2,759,777	3,092,615	12.1%	42.8%	3,707,582	4,133,313	11.5%	57.2%	6,467,359	7,225,928	11.7%
Supplies and Materials	25,894	30,174	16.5%	42.8%	34,606	40,326	16.5%	57.2%	60,500	70,500	16.5%
Other Services and Charges	273,404	266,499	-2.5%	45.2%	330,590	323,279	-2.2%	54.8%	603,994	589,778	-2.4%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	3,059,075	3,389,288	10.8%	43.0%	4,072,778	4,496,918	10.4%	57.0%	7,131,853	7,886,206	10.6%
Chargebacks	(521,000)	(522,523)	0.3%	35.8%	(932,600)	(935,378)	0.3%	64.2%	(1,453,600)	(1,457,901)	0.3%
Total	2,538,075	2,866,765	13.0%	44.6%	3,140,178	3,561,540	13.4%	55.4%	5,678,253	6,428,305	13.2%
Legal Department											
Personnel Services	2,442,877	2,404,955	-1.6%	49.6%	2,260,825	2,443,743	8.1%	50.4%	4,703,702	4,848,698	3.1%
Supplies and Materials	16,873	27,720	64.3%	50.4%	16,147	27,280	68.9%	49.6%	33,020	55,000	66.6%
Other Services and Charges	233,270	274,396	17.6%	50.7%	226,274	267,353	18.2%	49.3%	459,544	541,749	17.9%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	2,693,020	2,707,071	0.5%	49.7%	2,503,246	2,738,376	9.4%	50.3%	5,196,266	5,445,447	4.8%
Chargebacks	(974,426)	(986,173)	1.2%	49.7%	(924,885)	(996,307)	7.7%	50.3%	(1,899,311)	(1,982,480)	4.4%
Total	1,718,594	1,720,898	0.1%	49.7%	1,578,361	1,742,069	10.4%	50.3%	3,296,955	3,462,967	5.0%
Merit System Board											
Personnel Services	69,223	67,949	-1.8%	50.0%	69,223	67,949	-1.8%	50.0%	138,446	135,898	-1.8%
Supplies and Materials	900	1,000	11.1%	50.0%	900	1,000	11.1%	50.0%	1,800	2,000	11.1%
Other Services and Charges	16,150	15,300	-5.3%	50.0%	16,150	15,300	-5.3%	50.0%	32,300	30,600	-5.3%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	86,273	84,249	-2.3%	50.0%	86,273	84,249	-2.3%	50.0%	172,546	168,498	-2.3%
Chargebacks	-	-	-	-	-	-	-	-	-	-	-
Total	86,273	84,249	-2.3%	50.0%	86,273	84,249	-2.3%	50.0%	172,546	168,498	-2.3%



-CONTINUED-
CENTRAL ADMINISTRATIVE SERVICES
BUDGET SUMMARY
Expenditures by County, by Department and by Object
PROPOSED BUDGET FISCAL YEAR 2024

	Montgomery County				Prince George's County				Combined Department Total		
	FY 23 Adjusted Adopted	FY 24 Proposed	% Change	% Allocation*	FY 23 Adjusted Adopted	FY 24 Proposed	% Change	% Allocation*	FY 23 Adjusted Adopted	FY 24 Proposed	% Change
Office of Inspector General											
Personnel Services	385,975	473,304	22.6%	37.6%	711,939	785,645	10.4%	62.4%	1,097,914	1,258,949	14.7%
Supplies and Materials	2,597	2,596	0.0%	40.9%	3,752	3,753	0.0%	59.1%	6,349	6,349	0.0%
Other Services and Charges	59,414	64,461	8.5%	42.8%	81,528	86,241	5.8%	57.2%	140,942	150,702	6.9%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	447,986	540,361	20.6%	38.2%	797,219	875,639	9.8%	61.8%	1,245,205	1,416,000	13.7%
Chargebacks	-	-	-	0.0%	(149,686)	(155,679)	4.0%	100.0%	(149,686)	(155,679)	4.0%
Total	447,986	540,361	20.6%	42.9%	647,533	719,960	11.2%	57.1%	1,095,519	1,260,321	15.0%
Corporate IT											
Personnel Services	1,389,721	1,573,852	13.2%	50.0%	1,389,720	1,573,852	13.2%	50.0%	2,779,441	3,147,704	13.2%
Supplies and Materials	55,300	76,300	38.0%	50.0%	55,300	76,300	38.0%	50.0%	110,600	152,600	38.0%
Other Services and Charges	815,367	947,806	16.2%	50.1%	818,308	943,805	15.3%	49.9%	1,633,675	1,891,611	15.8%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	2,260,388	2,597,958	14.9%	50.0%	2,263,328	2,593,957	14.6%	50.0%	4,523,716	5,191,915	14.8%
Chargebacks	(594,338)	(622,589)	4.8%	36.3%	(1,030,856)	(1,092,732)	6.0%	63.7%	(1,625,194)	(1,715,321)	5.5%
Total	1,666,050	1,975,369	18.6%	56.8%	1,232,472	1,501,225	21.8%	43.2%	2,898,522	3,476,594	19.9%
CAS Support Services											
Personnel Services	4,400	8,360	90.0%	44.0%	5,600	10,640	90.0%	56.0%	10,000	19,000	90.0%
Supplies and Materials	15,400	16,720	8.6%	44.0%	19,600	21,280	8.6%	56.0%	35,000	38,000	8.6%
Other Services and Charges	646,328	703,919	8.9%	44.2%	816,733	889,352	8.9%	55.8%	1,463,061	1,593,271	8.9%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	666,128	728,999	9.4%	44.2%	841,933	921,272	9.4%	55.8%	1,508,061	1,650,271	9.4%
Chargebacks	-	-	-	-	-	-	-	-	-	-	-
Total	666,128	728,999	9.4%	44.2%	841,933	921,272	9.4%	55.8%	1,508,061	1,650,271	9.4%
Total Central Administrative Services											
Personnel Services	9,797,811	10,896,761	11.2%	44.1%	12,247,662	13,787,905	12.6%	55.9%	22,045,473	24,684,666	12.0%
Supplies and Materials	146,438	186,867	27.6%	46.3%	174,332	217,082	24.5%	53.7%	320,770	403,949	25.9%
Other Services and Charges	2,437,908	2,788,013	14.4%	46.3%	2,828,832	3,232,636	14.3%	53.7%	5,266,740	6,020,649	14.3%
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Other Classifications	-	-	-	-	-	-	-	-	-	-	-
Subtotal Before Chargebacks	12,382,157	13,871,641	12.0%	44.6%	15,250,826	17,237,623	13.0%	55.4%	27,632,983	31,109,264	12.6%
Chargebacks	(2,399,802)	(2,435,310)	1.5%	38.2%	(3,789,195)	(3,942,463)	4.0%	61.8%	(6,188,997)	(6,377,773)	3.1%
Total	\$ 9,982,355	\$ 11,436,331	14.6%	46.2%	\$ 11,461,631	\$ 13,295,160	16.0%	53.8%	\$ 21,443,986	\$ 24,731,491	15.3%

* % Allocation is the amount of budget funded by each County.

Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY ADMINISTRATION FUND Summary of Revenues, Expenditures, and Changes in Fund Balance PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Revenues:					
Property Taxes	\$ 63,340,910	\$ 65,680,000	\$ 65,680,000	\$ 69,193,100	5.3%
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	67,535	55,000	55,000	55,000	0.0%
PGC PILOT	174,980	192,517	192,517	173,266	-10.0%
Sales	69,937	50,000	50,000	50,000	0.0%
Charges for Services	747,805	650,000	650,000	680,000	4.6%
Rentals and Concessions	-	-	-	-	-
Interest	(506,945)	100,000	100,000	100,000	0.0%
Miscellaneous	4,186	-	-	-	-
Total Revenues	63,898,408	66,727,517	66,727,517	70,251,366	5.3%
Expenditures:					
Personnel Services	36,157,740	43,391,870	43,391,870	48,212,428	11.1%
Supplies and Materials	799,333	1,145,732	1,145,732	1,510,582	31.8%
Other Services and Charges	16,684,031	23,041,954	23,041,954	20,896,142	-9.3%
Capital Outlay	98,652	581,000	581,000	969,000	66.8%
Other Classifications	-	-	-	-	-
Chargebacks	(3,394,764)	(3,277,423)	(3,277,423)	(3,413,545)	4.2%
Total Expenditures	50,344,992	64,883,133	64,883,133	68,174,607	5.1%
Excess of Revenues over (under) Expenditures	13,553,416	1,844,384	1,844,384	2,076,759	12.6%
Other Financing Sources (Uses):					
Transfers In:					
Total Transfers In	-	-	-	-	-
Transfers (Out):					
Park Fund	-	-	-	-	-
Capital Projects Fund	(30,000)	(30,000)	(30,000)	(30,000)	0.0%
Largo HQ Bldg Fund	-	-	-	-	-
Total Transfers (Out)	(30,000)	(30,000)	(30,000)	(30,000)	0.0%
Total Other Financing Sources (Uses)	(30,000)	(30,000)	(30,000)	(30,000)	0.0%
Total Uses	50,374,992	64,913,133	64,913,133	68,204,607	5.1%
Excess of Sources over (under) Uses	13,523,416	1,814,384	1,814,384	2,046,759	12.8%
Designated Expenditure Reserve @ 5%	2,517,200	3,244,200	3,244,200	3,408,700	5.1%
Total Required Funds	\$ 52,892,192	\$ 68,157,333	\$ 68,157,333	\$ 71,613,307	5.1%
Excess of Sources over (under) Total Funds Required	\$ 11,006,216	\$ (1,429,816)	\$ (1,429,816)	\$ (1,361,941)	-4.7%
Fund Balance - Beginning	20,657,260	26,406,290	34,180,676	35,995,060	36.3%
Fund Balance - Ending	\$ 34,180,676	\$ 28,220,674	\$ 35,995,060	\$ 38,041,819	34.8%
Classification of Ending Fund Balance:					
Designated Expenditure Reserve	2,517,200	3,244,200	3,244,200	3,408,700	5.1%
Undesignated Fund Balance	31,663,476	24,976,474	32,750,860	34,633,119	38.7%
Total Ending Fund Balance	\$ 34,180,676	\$ 28,220,674	\$ 35,995,060	\$ 38,041,819	34.8%

Note: Designated Expenditure Reserve is part of total required funds because there needs to be sufficient ending fund balance to meet the reserve requirement. However, it is not a use of fund balance because it is not appropriated to spend. Rather, it is a designated part of ending fund balance.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY PARK FUND

Summary of Revenues, Expenditures, and Changes in Fund Balance

PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Property Taxes	\$ 173,055,985	\$ 179,175,200	\$ 179,175,200	\$ 188,756,700	5.3%
Intergovernmental -					
Federal	10,118	-	-	-	-
State	2,301	-	-	-	-
County - Grant	-	-	-	-	-
PGC PILOT	492,788	542,177	542,177	487,959	-10.0%
Federal Non-Grant	-	-	-	-	-
Sales	724	-	-	-	-
Charges for Services	18,230	70,900	70,900	70,900	0.0%
Rentals and Concessions	1,697,028	2,006,335	2,006,335	2,006,335	0.0%
Interest	(1,315,485)	100,000	100,000	100,000	0.0%
Miscellaneous	395,121	613,500	613,500	513,500	-16.3%
Total Revenues	<u>174,356,810</u>	<u>182,508,112</u>	<u>182,508,112</u>	<u>191,935,394</u>	<u>5.2%</u>
Expenditures:					
Personnel Services	85,934,590	100,045,056	100,045,056	108,207,641	8.2%
Supplies and Materials	9,145,406	10,186,875	10,186,875	11,087,175	8.8%
Other Services and Charges	29,199,688	27,189,124	27,189,124	28,893,124	6.3%
Capital Outlay	6,274,015	1,978,900	1,978,900	3,488,900	76.3%
Other Classifications	-	-	-	-	-
Chargebacks	1,771,168	1,525,455	1,525,455	1,525,455	0.0%
Total Expenditures	<u>132,324,867</u>	<u>140,925,410</u>	<u>140,925,410</u>	<u>153,202,295</u>	<u>8.7%</u>
Excess of Revenues over (under) Expenditures	42,031,943	41,582,702	41,582,702	38,733,099	-6.9%
Other Financing Sources (Uses):					
Transfers In:					
Administration Fund	-	-	-	-	-
Capital Projects Fund (Interest)	(1,373,021)	100,000	100,000	100,000	0.0%
Total Transfers In	<u>(1,373,021)</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>0.0%</u>
Transfers (Out):					
Capital Project Fund	(28,550,000)	(31,350,000)	(31,350,000)	(15,750,000)	-49.8%
Debt Service Fund	(10,559,220)	(14,286,878)	(14,286,878)	(14,271,253)	-0.1%
Largo HQ Bldg Fund	-	(59,500,000)	(59,500,000)	-	-100.0%
Total Transfers (Out)	<u>(39,109,220)</u>	<u>(105,136,878)</u>	<u>(105,136,878)</u>	<u>(30,021,253)</u>	<u>-71.4%</u>
Total Other Financing Sources (Uses)	<u>(40,482,241)</u>	<u>(105,036,878)</u>	<u>(105,036,878)</u>	<u>(29,921,253)</u>	<u>-71.4%</u>
Total Uses	<u>171,434,087</u>	<u>246,062,288</u>	<u>246,062,288</u>	<u>183,223,548</u>	<u>-25.5%</u>
Excess of Sources over (under) Uses	1,549,702	(63,454,176)	(63,454,176)	8,811,846	-113.9%
Designated Expenditure Reserve @ 5%	6,615,600	7,046,300	7,046,300	7,660,100	8.7%
Total Required Funds	<u>\$ 178,049,687</u>	<u>\$ 253,108,588</u>	<u>\$ 253,108,588</u>	<u>\$ 190,883,648</u>	<u>-24.6%</u>
Excess of Sources over (under) Total Funds Required	\$ (5,065,898)	\$ (70,500,476)	\$ (70,500,476)	\$ 1,151,746	-101.6%
Fund Balance - Beginning	117,640,167	121,116,458	119,189,869	55,735,693	-54.0%
Fund Balance - Ending	<u>\$ 119,189,869</u>	<u>\$ 57,662,282</u>	<u>\$ 55,735,693</u>	<u>\$ 64,547,539</u>	<u>11.9%</u>
Classification of Ending Fund Balance:					
Designated Expenditure Reserve	6,615,600	7,046,300	7,046,300	7,660,100	8.7%
Undesignated Fund Balance	112,574,269	50,615,982	48,689,393	56,887,439	12.4%
Total Ending Fund Balance	<u>\$ 119,189,869</u>	<u>\$ 57,662,282</u>	<u>\$ 55,735,693</u>	<u>\$ 64,547,539</u>	<u>11.9%</u>

Note: Designated Expenditure Reserve is part of total required funds because there needs to be sufficient ending fund balance to meet the reserve requirement. However, it is not a use of fund balance because it is not appropriated to spend. Rather, it is a designated part of ending fund balance.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY RECREATION FUND

Summary of Revenues, Expenditures, and Changes in Fund Balance

PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Revenues:					
Property Taxes	\$ 90,233,492	\$ 93,636,500	\$ 93,636,500	\$ 98,645,600	5.3%
Intergovernmental -					
Federal	-	-	-	-	-
State	323,284	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	-	-	-	-	-
PGC PILOT	246,138	265,306	265,306	238,776	-10.0%
Sales	100,070	50,400	50,400	50,400	0.0%
Charges for Services	4,454,618	9,273,810	9,273,810	9,353,040	0.9%
Rentals and Concessions	679,548	1,638,024	1,638,024	1,638,024	0.0%
Interest	(847,024)	100,000	100,000	100,000	0.0%
Miscellaneous	360,940	74,480	74,480	74,480	0.0%
Total Revenues	95,551,066	105,038,520	105,038,520	110,100,320	4.8%
Expenditures:					
Personnel Services	45,941,981	61,992,314	61,992,314	63,290,577	2.1%
Supplies and Materials	4,153,200	5,268,736	5,268,736	6,094,520	15.7%
Other Services and Charges	16,487,615	20,635,205	20,635,205	19,443,105	-5.8%
Capital Outlay	808,196	35,790,000	35,790,000	1,151,713	-96.8%
Other Classifications	-	-	-	-	-
Chargebacks	451,644	602,378	602,378	602,378	0.0%
Total Expenditures	67,842,636	124,288,633	124,288,633	90,582,293	-27.1%
Excess of Revenues over (under) Expenditures	27,708,430	(19,250,113)	(19,250,113)	19,518,027	-201.4%
Other Financing Sources (Uses):					
Transfers In:					
Total Transfers In	-	-	-	-	-
Transfers In/(Out):					
Capital Projects Fund	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)	0.0%
Enterprise Fund	(11,022,680)	(7,230,310)	(7,230,310)	(6,811,828)	-5.8%
Largo HQ Bldg Fund	-	(25,500,000)	(7,000,000)	-	-100.0%
Total Transfers (Out)	(21,022,680)	(42,730,310)	(24,230,310)	(16,811,828)	-60.7%
Total Other Financing Sources (Uses)	(21,022,680)	(42,730,310)	(24,230,310)	(16,811,828)	-60.7%
Total Uses	88,865,316	167,018,943	148,518,943	107,394,121	-35.7%
Excess of Sources over (under) Uses	6,685,750	(61,980,423)	(43,480,423)	2,706,199	-104.4%
Designated Expenditure Reserve @ 5%	3,921,100	6,575,900	6,575,900	4,869,700	-25.9%
Total Required Funds	\$ 92,786,416	\$ 173,594,843	\$ 155,094,843	\$ 112,263,821	-35.3%
Excess of Sources over (under) Total Funds Required	\$ 2,764,650	\$ (68,556,323)	\$ (50,056,323)	\$ (2,163,501)	-96.8%
Fund Balance - Beginning	63,525,496	64,122,398	70,211,246	26,730,823	-58.3%
Fund Balance - Ending	\$ 70,211,246	\$ 2,141,975	\$ 26,730,823	\$ 29,437,022	1274.3%
Classification of Ending Fund Balance:					
Designated Expenditure Reserve	3,921,100	6,575,900	6,575,900	4,869,700	-25.9%
Undesignated Fund Balance	66,290,146	(4,433,925)	20,154,923	24,567,322	-654.1%
Total Ending Fund Balance	\$ 70,211,246	\$ 2,141,975	\$ 26,730,823	\$ 29,437,022	1274.3%

Note: Designated Expenditure Reserve is part of total required funds because there needs to be sufficient ending fund balance to meet the reserve requirement. However, it is not a use of fund balance because it is not appropriated to spend. Rather, it is a designated part of ending fund balance.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY ADVANCE LAND ACQUISITION DEBT SERVICE FUND
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Property Taxes	\$ 161	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	<u>161</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges-Contribution	151	-	27	-	-
Debt Service -	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>151</u>	<u>-</u>	<u>27</u>	<u>-</u>	<u>-</u>
Excess of Revenues over Expenditures	<u>10</u>	<u>-</u>	<u>(27)</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In:	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers (Out):	-	-	-	-	-
Capital Projects Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>10</u>	<u>-</u>	<u>(27)</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	<u>17</u>	<u>-</u>	<u>27</u>	<u>-</u>	<u>-</u>
Fund Balance - Ending	<u>\$ 27</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY ADVANCE LAND ACQUISITION REVOLVING FUND
Summary of Revenues, Expenditures, and Changes in Net Position
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(2,531)	-	-	-	-
Miscellaneous (Contributions)	151	-	27	-	-
Total Revenues	<u>(2,380)</u>	<u>-</u>	<u>27</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	305,007	-	302,637	-0.8%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>305,007</u>	<u>-</u>	<u>302,637</u>	<u>-0.8%</u>
Excess of Revenues over Expenditures	<u>(2,380)</u>	<u>(305,007)</u>	<u>27</u>	<u>(302,637)</u>	<u>-0.8%</u>
Other Financing Sources (Uses):					
Transfers In:					
Total Transfers In	-	-	-	-	-
Transfers (Out):					
ALA Debt Service Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>(2,380)</u>	<u>(305,007)</u>	<u>27</u>	<u>(302,637)</u>	<u>-0.8%</u>
Total Net Position - Beginning	<u>304,990</u>	<u>305,007</u>	<u>302,610</u>	<u>302,637</u>	<u>-0.8%</u>
Total Net Position - Ending	<u>\$ 302,610</u>	<u>\$ -</u>	<u>\$ 302,637</u>	<u>\$ -</u>	<u>-</u>



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY PARK DEBT SERVICE FUND Summary of Revenues, Expenditures, and Changes in Fund Balance PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Debt Service -	10,784,220	14,438,603	14,438,603	14,668,753	1.6%
Debt Service Principal	6,708,629	9,176,364	9,176,364	8,741,159	-4.7%
Debt Service Interest	3,848,282	4,960,514	4,960,514	5,380,094	8.5%
Debt Service Fees	227,309	301,725	301,725	547,500	81.5%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>10,784,220</u>	<u>14,438,603</u>	<u>14,438,603</u>	<u>14,668,753</u>	<u>1.6%</u>
Designated Expenditure Reserve	-	-	-	-	-
Excess of Revenues over Expenditures	<u>(10,784,220)</u>	<u>(14,438,603)</u>	<u>(14,438,603)</u>	<u>(14,668,753)</u>	<u>1.6%</u>
Other Financing Sources (Uses):					
Refunding Bonds Issued	-	-	-	-	-
Premiums on Bonds Issued	225,000	151,725	151,725	397,500	162.0%
Payment to Refunding Bond Escrow Agent	-	-	-	-	-
Transfers In/(Out)-					
Transfer from Park Fund	10,559,220	14,286,878	14,286,878	14,271,253	-0.1%
Total Transfers In	<u>10,559,220</u>	<u>14,286,878</u>	<u>14,286,878</u>	<u>14,271,253</u>	<u>-0.1%</u>
Transfer to CIP	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>10,784,220</u>	<u>14,438,603</u>	<u>14,438,603</u>	<u>14,668,753</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance, Beginning	-	-	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY CAPITAL PROJECTS FUND Summary of Revenues, Expenditures, and Changes in Fund Balance PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental -	\$	\$	\$	\$	
Federal	37,500	-	-	-	-
State (POS)	74,848	10,480,000	10,480,000	6,000,000	-42.7%
State (Other)	-	8,150,000	8,150,000	2,000,000	-75.5%
County	-	-	-	-	-
Interest	(1,373,021)	100,000	100,000	100,000	0.0%
Contributions	-	-	-	-	-
Miscellaneous	2,760,827	-	-	-	-
Total Revenues	<u>1,500,154</u>	<u>18,730,000</u>	<u>18,730,000</u>	<u>8,100,000</u>	<u>-56.8%</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	30,000	30,000	30,000	0.0%
Capital Outlay	20,597,887	153,480,000	153,480,000	113,586,000	-26.0%
Park Acquisition	1,449,027	6,240,000	6,240,000	3,000,000	-51.9%
Park Development	19,148,860	88,300,000	88,300,000	70,000,000	-20.7%
Infrastructure Maintenance	-	58,940,000	58,940,000	40,586,000	-31.1%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>20,597,887</u>	<u>153,510,000</u>	<u>153,510,000</u>	<u>113,616,000</u>	<u>-26.0%</u>
Excess of Revenues over Expenditures	<u>(19,097,733)</u>	<u>(134,780,000)</u>	<u>(134,780,000)</u>	<u>(105,516,000)</u>	<u>-21.7%</u>
Other Financing Sources (Uses):					
Bond Proceeds	25,100,000	93,500,000	93,500,000	79,836,000	-14.6%
Premiums on Bonds Issued	3,680,974	-	-	-	-
Transfers In					
Transfer from Park Fund (Pay-Go)	29,923,021	31,350,000	31,350,000	15,750,000	-49.8%
Transfer from Recreation Fund (Pay-Go)	10,000,000	10,000,000	10,000,000	10,000,000	0.0%
Transfer from Administration Fund	30,000	30,000	30,000	30,000	0.0%
Total Transfers In	<u>39,953,021</u>	<u>41,380,000</u>	<u>41,380,000</u>	<u>25,780,000</u>	<u>-37.7%</u>
Transfers Out					
Transfer to Park Fund (Interest)	-	(100,000)	(100,000)	(100,000)	0.0%
Total Transfers Out	<u>-</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>0.0%</u>
Total Other Financing Sources (Uses)	<u>68,733,995</u>	<u>134,780,000</u>	<u>134,780,000</u>	<u>105,516,000</u>	<u>-21.7%</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>49,636,262</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance, Beginning	130,604,261	130,604,261	180,240,523	180,240,523	38.0%
Fund Balance, Ending	<u>\$ 180,240,523</u>	<u>\$ 130,604,261</u>	<u>\$ 180,240,523</u>	<u>\$ 180,240,523</u>	<u>38.0%</u>



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS

Summary of Revenues, Expenditures, and Changes in Fund Balance

PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Revenues:					
Intergovernmental	\$ 439,242	\$ 950,000	\$ 950,000	\$ 950,000	0.0%
Sales	34,965	73,600	73,600	73,600	0.0%
Charges for Services	1,731,848	4,731,769	4,731,769	4,731,769	0.0%
Rentals and Concessions	721,707	777,518	777,518	777,518	0.0%
Interest	(83,764)	15,500	15,500	15,500	0.0%
Miscellaneous	657,844	156,951	156,951	156,951	0.0%
Total Revenues	<u>3,501,842</u>	<u>6,705,338</u>	<u>6,705,338</u>	<u>6,705,338</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	2,043,941	4,231,152	4,231,152	4,231,152	0.0%
Supplies and Materials	287,963	1,103,140	1,103,140	1,162,830	5.4%
Other Services and Charges	275,960	1,301,756	1,301,756	1,301,756	0.0%
Capital Outlay	(60,429)	20,500	20,500	20,500	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	145,884	113,290	113,290	53,600	-52.7%
Total Expenditures	<u>2,693,319</u>	<u>6,769,838</u>	<u>6,769,838</u>	<u>6,769,838</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>808,523</u>	<u>(64,500)</u>	<u>(64,500)</u>	<u>(64,500)</u>	<u>0.0%</u>
Other Financing Sources (Uses):					
Transfers In					
Recreation Fund	-	-	-	-	-
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Recreation Fund	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>808,523</u>	<u>(64,500)</u>	<u>(64,500)</u>	<u>(64,500)</u>	<u>0.0%</u>
Fund Balance - Beginning	9,833,472	9,818,973	10,641,995	10,577,495	7.7%
Fund Balance - Ending	<u>\$ 10,641,995</u>	<u>\$ 9,754,473</u>	<u>\$ 10,577,495</u>	<u>\$ 10,512,995</u>	<u>7.8%</u>
Classification of Ending Fund Balance:					
Designated Expenditure Reserve	269,332	676,984	676,984	676,984	0.0%
Undesignated Fund Balance	10,372,663	9,077,490	9,900,512	9,836,012	8.4%
Total Ending Fund Balance	<u>\$ 10,641,995</u>	<u>\$ 9,754,473</u>	<u>\$ 10,577,495</u>	<u>\$ 10,512,995</u>	<u>7.8%</u>

Fund Balance should be at least 10% of budgeted expenditures



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY ENTERPRISE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Operating Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	1,252,010	1,960,000	1,960,000	1,960,000	0.0%
Charges for Services	3,252,361	2,406,400	2,406,400	2,406,400	0.0%
Rentals and Concessions	2,349,187	1,903,200	1,903,200	1,903,200	0.0%
Miscellaneous	316,074	10,000	10,000	10,000	0.0%
Total Operating Revenues	7,169,632	6,279,600	6,279,600	6,279,600	0.0%
Operating Expenses:					
Personnel Services	11,370,851	8,006,688	8,006,688	8,065,791	0.7%
Goods for Resale	694,598	1,376,304	1,376,304	1,376,304	0.0%
Supplies and Materials	1,231,895	1,114,330	1,114,330	1,114,330	0.0%
Other Services and Charges	4,615,030	2,478,515	2,478,515	2,409,698	-2.8%
Depreciation & Amortization Expense	1,731,264	-	-	-	-
Capital Outlay	8,735	271,800	271,800	271,800	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	281,563	277,273	277,273	213,709	-22.9%
Total Operating Expenses	19,933,936	13,524,910	13,524,910	13,451,632	-0.5%
Operating Income (Loss)	(12,764,304)	(7,245,310)	(7,245,310)	(7,172,032)	-1.0%
Nonoperating Revenue (Expenses):					
Interest Income	(136,389)	15,000	15,000	15,000	0.0%
Contribution of General Govt Assets	-	-	-	-	-
Loss on Sale/Disposal Assets	(1,052,094)	-	-	-	-
Total Nonoperating Revenue (Expenses):	(1,188,483)	15,000	15,000	15,000	0.0%
Income (Loss) Before Operating Transfers	(13,952,787)	(7,230,310)	(7,230,310)	(7,157,032)	-1.0%
Operating Transfers In (Out):					
Transfer In - Park Fund	-	-	-	-	-
Transfer In - Recreation Fund	11,022,680	7,230,310	7,230,310	6,811,828	-5.8%
Transfer In - Other	-	-	-	-	-
Transfer Out - Recreation Fund	-	-	-	-	-
Net Operating Transfer	11,022,680	7,230,310	7,230,310	6,811,828	-5.8%
Income (Loss) Before Capital Contributions	(2,930,107)	-	-	(345,204)	-
Capital Contributions	1,320,000	-	-	-	-
Change in Net Position	(1,610,107)	-	-	(345,204)	-
Total Net Position - Beginning	26,464,893	26,464,893	24,854,786	24,854,786	-6.1%
Total Net Position - Ending	\$ 24,854,786	\$ 26,464,893	\$ 24,854,786	\$ 24,509,582	-7.4%

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY RISK MANAGEMENT INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental - Federal	\$ -	\$ -	\$ -	\$ -	-
Charges for Services:					
Parks	3,342,300	3,063,100	3,063,100	2,795,600	-8.7%
Recreation	672,900	588,900	588,900	444,100	-24.6%
Planning	36,200	38,600	38,600	-	-100.0%
CAS	11,500	13,400	13,400	24,200	80.6%
Enterprise	323,000	267,500	267,500	63,300	-76.3%
Miscellaneous (Claim Recoveries, etc.)	489,611	-	-	-	-
Total Operating Revenues	4,875,511	3,971,500	3,971,500	3,327,200	-16.2%
Operating Expenses:					
Personnel Services	494,841	566,324	566,324	702,433	24.0%
Supplies and Materials	642	35,250	35,250	36,000	2.1%
Other Services and Charges:					
Insurance Claims:					
Parks	808,777	2,287,500	2,287,500	2,042,000	-10.7%
Recreation	283,305	535,700	535,700	419,800	-21.6%
Planning	(5,426)	23,500	23,500	27,800	18.3%
CAS	65,530	12,200	12,200	11,500	-5.7%
Enterprise	(47,739)	193,500	193,500	100,100	-48.3%
Insurance Reimbursement	-	-	-	-	-
Misc., Professional services, etc.	928,223	996,540	996,540	1,053,184	5.7%
Depreciation & Amortization Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	350,399	378,253	378,253	374,503	-1.0%
Total Operating Expenses	2,878,552	5,028,767	5,028,767	4,767,320	-5.2%
Operating Income (Loss)	1,996,959	(1,057,267)	(1,057,267)	(1,440,120)	36.2%
Nonoperating Revenue (Expenses):					
Interest Income	(183,876)	20,000	20,000	20,000	0.0%
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	(183,876)	20,000	20,000	20,000	0.0%
Income (Loss) Before Operating Transfers	1,813,083	(1,037,267)	(1,037,267)	(1,420,120)	36.9%
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	-	-	-	-	-
Change in Net Position	1,813,083	(1,037,267)	(1,037,267)	(1,420,120)	36.9%
Total Net Position - Beginning	11,320,799	10,993,586	13,133,882	12,096,615	10.0%
Total Net Position - Ending	\$ 13,133,882	\$ 9,956,319	\$ 12,096,615	\$ 10,676,495	7.2%
Designated Position	6,175,039	3,561,773	3,615,769	2,847,278	-20.1%
Unrestricted Position	6,958,843	6,394,546	8,480,846	7,829,217	22.4%
Total Net Position, June 30	\$ 13,133,882	\$ 9,956,319	\$ 12,096,615	\$ 10,676,495	7.2%
Note: Allocation of administrative expense paid to Montgomery County for insurance pool management					
Parks	\$ 546,905	\$ 657,600	\$ 657,600	\$ 730,100	11.0%
Recreation	125,126	154,000	154,000	150,100	-2.5%
Planning	5,887	6,800	6,800	10,000	47.1%
CAS	3,463	3,500	3,500	4,200	20.0%
Enterprise	39,593	55,600	55,600	35,800	-35.6%
Total	\$ 720,974	\$ 877,500	\$ 877,500	\$ 930,200	6.0%

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY CAPITAL EQUIPMENT INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Operating Revenues:					
Intergovernmental - Federal	\$ -	\$ -	\$ -	\$ -	-
Charges to Departments					
Parks & Recreation - Park Fund	-	-	-	-	-
Corporate IT	166,250	142,500	142,500	95,000	-33.3%
Miscellaneous (Sale of Equipment, etc.)	-	-	-	-	-
Total Operating Revenues	166,250	142,500	142,500	95,000	-33.3%
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges:	20	-	-	-	-
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	615,789	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	125,000	125,000	-	-100.0%
Other Classifications	-	-	-	-	-
Chargebacks	28,804	18,705	18,705	15,665	-16.3%
Total Operating Expenses	644,613	143,705	143,705	15,665	-89.1%
Operating Income (Loss)	(478,363)	(1,205)	(1,205)	79,335	-6683.8%
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	(31,003)	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	(31,003)	-	-	-	-
Income (Loss) Before Operating Transfers	(509,366)	(1,205)	(1,205)	79,335	-6683.8%
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	-	-	-	-	-
Change in Net Position	(509,366)	(1,205)	(1,205)	79,335	-6683.8%
Total Net Position - Beginning	5,400,347	5,412,793	4,890,981	4,889,776	-9.7%
Total Net Position - Ending	\$ 4,890,981	\$ 5,411,588	\$ 4,889,776	\$ 4,969,111	-8.2%
Note: Future Financing Plans					
Capital equipment financed for Planning	\$ -	\$ -	\$ -	-	
Capital equipment financed for Parks and Rec	-	-	-	-	
Capital equipment financed for Finance Dept.	-	-	-	-	
Capital equipment financed for Corporate IT	-	125,000	125,000	-	

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY LARGO HEADQUARTERS BUILDING INTERNAL SERVICE FUND
Summary of Revenues, Expenses, and Changes in Fund Net Position
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Operating Revenues:					
Intergovernmental	\$	\$	\$	\$	
Charges for Services (Office Space Rental):					
PGC Commissioners / Planning	-	-	-	1,333,334	-
PGC Parks & Recreation - Park Fund	-	-	-	1,333,333	-
PGC Parks & Recreation - Recreation Fund	-	-	-	1,333,333	-
Rental Revenues	-	-	-	-	-
Miscellaneous	80	-	-	-	-
Total Operating Revenues	<u>80</u>	<u>-</u>	<u>-</u>	<u>4,000,000</u>	<u>-</u>
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	10,000,000	90,300,000	4,000,000	-60.0%
Capital Outlay	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Operating Expenses	<u>-</u>	<u>10,000,000</u>	<u>90,300,000</u>	<u>4,000,000</u>	<u>-60.0%</u>
Operating Income (Loss)	<u>80</u>	<u>(10,000,000)</u>	<u>(90,300,000)</u>	<u>-</u>	<u>-100.0%</u>
Nonoperating Revenue (Expenses):					
Interest Income	(375,352)	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(375,352)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>(375,272)</u>	<u>(10,000,000)</u>	<u>(90,300,000)</u>	<u>-</u>	<u>-100.0%</u>
Operating Transfers In (Out):					
Transfer In	-	85,000,000	55,000,000	-	-100.0%
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>85,000,000</u>	<u>55,000,000</u>	<u>-</u>	<u>-100.0%</u>
Change in Net Position	<u>(375,272)</u>	<u>75,000,000</u>	<u>(35,300,000)</u>	<u>-</u>	<u>-100.0%</u>
Total Net Position - Beginning	<u>60,006,015</u>	<u>55,006,015</u>	<u>59,630,743</u>	<u>24,330,743</u>	<u>-55.8%</u>
Total Net Position - Ending	<u>\$ 59,630,743</u>	<u>\$ 130,006,015</u>	<u>\$ 24,330,743</u>	<u>\$ 24,330,743</u>	<u>-81.3%</u>

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY CIO INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental:	\$	\$	\$	\$	
Federal Grant	-	-	-	-	-
Charges to Departments/Funds:					
DHRM	11,370	45,589	45,589	58,577	28.5%
CIO	-	3,356	3,356	4,626	37.8%
Finance	10,720	43,777	43,777	54,203	23.8%
Legal	8,122	20,472	20,472	26,435	29.1%
Inspector General	812	5,563	5,563	7,111	27.8%
Corporate IT	9,746	139,349	139,349	143,484	3.0%
Parks & Recreation - Park Fund	170,875	842,980	842,980	1,043,824	23.8%
Parks & Recreation - Recreation Fund	512,951	1,852,422	1,852,422	1,939,221	4.7%
Planning	81,214	471,202	471,202	469,620	-0.3%
Enterprise	-	-	-	-	-
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>805,810</u>	<u>3,424,710</u>	<u>3,424,710</u>	<u>3,747,101</u>	<u>9.4%</u>
Operating Expenses:					
Personnel Services	620,935	770,207	770,207	853,399	10.8%
Supplies and Materials	5,237	27,065	27,065	27,344	1.0%
Other Services and Charges:	130,260	2,627,438	2,627,438	2,890,477	10.0%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Operating Expenses	<u>756,432</u>	<u>3,424,710</u>	<u>3,424,710</u>	<u>3,771,220</u>	<u>10.1%</u>
Operating Income (Loss)	<u>49,378</u>	<u>-</u>	<u>-</u>	<u>(24,119)</u>	<u>-</u>
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	(21,561)	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(21,561)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>27,817</u>	<u>-</u>	<u>-</u>	<u>(24,119)</u>	<u>-</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	27,817	-	-	(24,119)	-
Total Net Position - Beginning	<u>(338,616)</u>	<u>(335,081)</u>	<u>(310,799)</u>	<u>(310,799)</u>	<u>-7.2%</u>
Total Net Position - Ending	<u>\$ (310,799)</u>	<u>\$ (335,081)</u>	<u>\$ (310,799)</u>	<u>\$ (334,918)</u>	<u>0.0%</u>

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY COMMISSION-WIDE IT INITIATIVES INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Charges to Departments/Funds:	\$	\$	\$	\$	
DHRM	359,384	41,355	41,355	22,758	-45.0%
CIO	3,993	351	351	436	24.2%
Finance	355,017	43,793	43,793	26,054	-40.5%
Legal	15,431	9,200	9,200	10,972	19.3%
Inspector General	6,246	3,371	3,371	6,456	91.5%
Corporate IT	228,366	11,650	11,650	9,874	-15.2%
Parks & Recreation - Park Fund	942,997	354,633	354,633	355,716	0.3%
Parks & Recreation - Recreation Fund	1,535,616	369,633	369,633	338,236	-8.5%
Planning	402,599	112,979	112,979	147,636	30.7%
Enterprise	-	-	-	-	-
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>3,849,649</u>	<u>946,965</u>	<u>946,965</u>	<u>918,138</u>	<u>-3.0%</u>
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	(2,055)	-	-	-	-
Other Services and Charges:	2,728,430	946,965	946,965	918,138	-3.0%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	60,274	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Operating Expenses	<u>2,786,649</u>	<u>946,965</u>	<u>946,965</u>	<u>918,138</u>	<u>-3.0%</u>
Operating Income (Loss)	<u>1,063,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	-	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>1,063,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	1,063,000	-	-	-	-
Total Net Position - Beginning	<u>1,788,920</u>	<u>1,891,970</u>	<u>2,851,920</u>	<u>1,891,970</u>	<u>0.0%</u>
Total Net Position - Ending	<u>\$ 2,851,920</u>	<u>\$ 1,891,970</u>	<u>\$ 2,851,920</u>	<u>\$ 1,891,970</u>	<u>0.0%</u>

Note: Future Financing Plans

Capital equipment financed for IT Initiatives \$ 2,357,200 \$ 2,357,200 \$ -

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

COMMISSION-WIDE EXECUTIVE OFFICE BUILDING INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Charges for Services (Office Space Rental):					
PGC Parks and Recreation	131,225	-	-	-	-
Retirement System	113,027	117,548	117,548	123,917	5.4%
Chief Information Office	62,030	64,511	64,511	37,143	-42.4%
Risk Management	57,000	59,280	59,280	65,717	10.9%
Group Insurance	67,952	70,670	70,670	80,428	13.8%
CAS Departments	1,124,846	1,150,314	1,150,314	1,213,611	5.5%
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	1,556,080	1,462,323	1,462,323	1,520,816	4.0%
Operating Expenses:					
Personnel Services	246,851	258,176	258,176	266,683	3.3%
Supplies and Materials	24,536	64,000	64,000	66,500	3.9%
Other Services and Charges:	412,281	1,044,300	1,044,300	1,071,120	2.6%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	59,663	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	90,000	90,000	90,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	110,426	113,783	113,783	119,820	5.3%
Total Operating Expenses	853,757	1,570,259	1,570,259	1,614,123	2.8%
Operating Income (Loss)	702,323	(107,936)	(107,936)	(93,307)	-13.6%
Nonoperating Revenue (Expenses):					
Interest Income	(40,435)	4,000	4,000	4,000	0.0%
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	(40,435)	4,000	4,000	4,000	0.0%
Income (Loss) Before Operating Transfers	661,888	(103,936)	(103,936)	(89,307)	-14.1%
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	-	-	-	-	-
Change in Net Position	661,888	(103,936)	(103,936)	(89,307)	-14.1%
Total Net Position - Beginning	5,846,070	5,800,945	6,507,958	6,404,022	10.4%
Total Net Position - Ending	\$ 6,507,958	\$ 5,697,009	\$ 6,404,022	\$ 6,314,715	10.8%

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Overview – Fiscal and Budget Summary Schedules

COMMISSION-WIDE GROUP HEALTH INSURANCE INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental:	\$	\$	\$	\$	
EGWP Subsidy	3,054,903	2,500,000	2,500,000	3,000,000	20.0%
Charges for Services:					
Employer Contributions, Other	-	-	-	-	-
Employee/Retiree Contributions	13,003,620	13,621,900	13,621,900	16,000,000	17.5%
Employer Contributions/Premiums	44,590,893	54,074,732	54,074,732	60,000,000	11.0%
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>60,649,416</u>	<u>70,196,632</u>	<u>70,196,632</u>	<u>79,000,000</u>	<u>12.5%</u>
Operating Expenses:					
Personnel Services	838,708	835,983	835,983	909,621	8.8%
Supplies and Materials	22,592	53,000	53,000	62,500	17.9%
Other Services and Charges:					
Professional Services	3,269,202	698,870	698,870	967,328	38.4%
Insurance Claims and Fees	47,839,959	59,571,841	59,571,841	68,528,863	15.0%
Insurance Premiums	7,753,840	10,000,000	10,000,000	8,200,000	-18.0%
Change in IBNR	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	402,939	499,938	499,938	357,688	-28.5%
Total Operating Expenses	<u>60,127,240</u>	<u>71,659,632</u>	<u>71,659,632</u>	<u>79,026,000</u>	<u>10.3%</u>
Operating Income (Loss)	<u>522,176</u>	<u>(1,463,000)</u>	<u>(1,463,000)</u>	<u>(26,000)</u>	<u>-98.2%</u>
Non-operating Revenue (Expenses):					
Interest Income	(174,818)	10,000	10,000	10,000	0.0%
Total Non-operating Revenue (Expenses)	<u>(174,818)</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0.0%</u>
Income (Loss) Before Operating Transfers	<u>347,358</u>	<u>(1,453,000)</u>	<u>(1,453,000)</u>	<u>(16,000)</u>	<u>-98.9%</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	<u>347,358</u>	<u>(1,453,000)</u>	<u>(1,453,000)</u>	<u>(16,000)</u>	<u>-98.9%</u>
Total Net Position, Beginning	<u>13,109,513</u>	<u>12,877,334</u>	<u>13,456,871</u>	<u>12,003,871</u>	<u>-6.8%</u>
Total Net Position, Ending	<u>13,456,871</u>	<u>11,424,334</u>	<u>12,003,871</u>	<u>11,987,871</u>	<u>4.9%</u>
Designated Position	5,901,537	7,165,963	7,165,963	7,902,600	10.3%
Unrestricted Position	7,555,334	4,258,371	4,837,908	4,085,271	-4.1%
Total Net Position, June 30	<u>\$ 13,456,871</u>	<u>\$ 11,424,334</u>	<u>\$ 12,003,871</u>	<u>\$ 11,987,871</u>	<u>4.9%</u>

Policy requires a reserve equal to 10% of Total Operating Expense



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY TAX RATES AND ASSESSABLE BASE

<u>Tax Rates:</u> (Cents per \$100 of assessed value)		FY 22 Actual	FY 23 Adopted	FY 24 Proposed	Rate Change
Administration	Real	5.66	5.66	5.66	-
	Personal	14.15	14.15	14.15	-
Park	Real	15.94	15.94	15.94	-
	Personal	39.85	39.85	39.85	-
Recreation	Real	7.80	7.80	7.80	-
	Personal	19.50	19.50	19.50	-
Adv. Land Acquisition	Real	0.00	0.00	0.00	-
	Personal	0.00	0.00	0.00	-
Total Tax Rates (Cents)	Real	<u>29.40</u>	<u>29.40</u>	<u>29.40</u>	-
	Personal	<u>73.50</u>	<u>73.50</u>	<u>73.50</u>	-

<u>Assessable Base:</u> (in billions \$)		FY 22 Actual	FY 23 Adopted	FY 24 Proposed	% Change
Regional District (Administration Fund)	Real	102.907	108.561	114.121	5.12%
	Personal	3.219	3.111	3.384	8.78%
Metropolitan District (Park Fund)	Real	99.659	105.135	110.519	5.12%
	Personal	3.117	3.013	3.277	8.76%
Entire County (Recreation Fund and ALA Fund)	Real	106.474	112.324	118.076	5.12%
	Personal	3.331	3.219	3.501	8.76%

The **Regional District** consists of Prince George's County less the area enclosed by the corporate limits of the City of Laurel.

The **Metropolitan District** consists of all of Prince George's County, less the area of: The City of Greenbelt, City of District Heights, City of Laurel, most of Election District #10 (West of Laurel), the Aquasco area (Election District #8), and the Nottingham area (Election District #4).



Prince George's County Overview – Fiscal and Budget Summary Schedules

PRINCE GEORGE'S COUNTY POSITIONS/WORKYEARS SUMMARY BY FUND

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
ADMINISTRATION FUND						
Full-Time Career	284.17	283.33	290.79	289.85	302.65	302.65
Part-Time Career	7.07	3.25	7.07	3.25	6.59	3.47
Career Total	291.24	286.58	297.86	293.10	309.24	306.12
Term Contract	2.00	2.25	3.00	3.25	3.19	3.11
Seasonal/Intermittent		0.30		1.30		0.30
Less Lapse		(1.00)		(1.00)		(1.00)
TOTAL ADMINISTRATION FUND	293.24	288.13	300.86	296.65	312.43	308.53
PARK FUND						
Full-Time Career	810.00	810.00	840.00	840.00	854.00	854.00
Part-Time Career	6.00	5.53	6.00	5.52	5.00	4.22
Career Total	816.00	815.53	846.00	845.52	859.00	858.22
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		217.86		222.43		249.51
TOTAL PARK FUND	816.00	1,033.39	846.00	1,067.95	859.00	1,107.73
RECREATION FUND						
Full-Time Career	311.00	311.00	340.00	340.00	342.00	342.00
Part-Time Career	3.00	2.82	3.00	1.94	12.00	7.44
Career Total	314.00	313.82	343.00	341.94	354.00	349.44
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		841.96		933.65		926.72
TOTAL RECREATION FUND	314.00	1,155.78	343.00	1,275.59	354.00	1,276.16
TOTAL TAX SUPPORTED (Admin, Park, and Rec)						
Full-Time Career	1,405.17	1,404.33	1,470.79	1,469.85	1,498.65	1,498.65
Part-Time Career	16.07	11.60	16.07	10.71	23.59	15.13
Career Total	1,421.24	1,415.93	1,486.86	1,480.56	1,522.24	1,513.78
Term Contract	2.00	2.25	3.00	3.25	3.19	3.11
Seasonal/Intermittent		1,060.12		1,157.38		1,176.53
Less Lapse		(1.00)		(1.00)		(1.00)
TOTAL TAX SUPPORTED	1,423.24	2,477.30	1,489.86	2,640.19	1,525.43	2,692.42
ENTERPRISE FUND						
Full-Time Career	68.00	68.00	47.00	47.00	47.00	47.00
Part-Time Career	1.00	0.50	-	-	-	-
Career Total	69.00	68.50	47.00	47.00	47.00	47.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		198.80		91.40		91.40
TOTAL ENTERPRISE FUND	69.00	267.30	47.00	138.40	47.00	138.40
SPECIAL REVENUE FUND						
Seasonal/Intermittent		140.20		136.40		136.40
INTERNAL SERVICE FUNDS						
Full-Time Career	6.50	6.90	7.00	7.40	7.50	7.50
Part-Time Career	-	-	-	-	-	-
Career Total	6.50	6.90	7.00	7.40	7.50	7.50
TOTAL TAX & NON-TAX SUPPORTED FUNDS						
Full-Time Career	1,479.67	1,479.23	1,524.79	1,524.25	1,553.15	1,553.15
Part-Time Career	17.07	12.10	16.07	10.71	23.59	15.13
Career Total	1,496.74	1,491.33	1,540.86	1,534.96	1,576.74	1,568.28
Term Contract	2.00	2.25	3.00	3.25	3.19	3.11
Seasonal/Intermittent		1,399.12		1,385.18		1,404.33
Less Lapse		(1.00)		(1.00)		(1.00)
GRAND TOTAL	1,498.74	2,891.70	1,543.86	2,922.39	1,579.93	2,974.72



Prince George's County Overview – Fiscal and Budget Summary Schedules

Project Charges Paid to Prince George's County

Name of Project Charge	Fund Paying	Department	FY22 Budget	FY23 Adopted	FY24 Proposed
Reimbursement to County Council	Admin	Commissioners	\$ 1,287,300	\$ 1,287,300	\$ 1,287,300
People's Zoning Counsel	Admin	Planning	250,000	250,000	250,000
Zoning Enforcement Unit	Admin	Planning	1,537,099	1,537,099	1,537,099
Water & Sewer Planning Unit	Admin	Planning	155,300	155,300	155,300
GIS Program	Admin	Planning	340,500	340,500	340,500
Tax Collection Fee	Admin	Planning	34,400	34,400	34,400
Economic Development Corp.	Admin	Planning	65,000	65,000	65,000
DPIE Permits & Inspections	Admin	Planning	376,200	376,200	376,200
DPW&T Engineering, Inspect. & Permits	Admin	Planning	205,600	205,600	205,600
Redevelopment Authority	Admin	Planning	544,000	544,000	544,000
EDC General Plan Goals	Admin	Planning	250,400	250,400	250,400
Total Administration Fund			<u>\$ 5,045,799</u>	<u>\$ 5,045,799</u>	<u>\$ 5,045,799</u>
City of Bowie, Allen Pond Maint.	Park	Parks and Rec	115,000	115,000	115,000
Huntington City Community Development Corporation	Park	Parks and Rec	112,500	112,500	112,500
Patuxent River 4-H Center Foundation	Park	Parks and Rec	34,300	34,300	34,300
Town of Forest Heights (Community Maintenance and Beautification)	Park	Parks and Rec	-	100,000	100,000
Patuxent Riverkeepers	Park	Parks and Rec	15,000	15,000	15,000
PGCC - Park Police/Security/Pool	Park	Parks and Rec	300,000	300,000	300,000
Total Park Fund			<u>\$ 576,800</u>	<u>\$ 676,800</u>	<u>\$ 676,800</u>
100 Black Men of Prince George's County	Rec	Parks and Rec	25,000	25,000	25,000
After School Arts (World Art Focus)	Rec	Parks and Rec	98,000	98,000	98,000
Allentown Boys & Girls Club	Rec	Parks and Rec	10,000	10,000	10,000
Alliance for Innovation in Education, Inc.	Rec	Parks and Rec	15,000	-	-
Anacostia Trails and Heritage Area	Rec	Parks and Rec	60,000	60,000	60,000
Anacostia Watershed Society, Inc.	Rec	Parks and Rec	50,000	50,000	50,000
Art Works Now	Rec	Parks and Rec	35,000	35,000	35,000
Beltsville-Adelphi Boys and Girls Club	Rec	Parks and Rec	7,500	15,000	15,000
Camp Springs Girls & Boys Club	Rec	Parks and Rec	-	30,000	30,000
Cherry Lane Boxing and Fitness	Rec	Parks and Rec	10,000	10,000	10,000
City of College Park, Youth & Family Services	Rec	Parks and Rec	30,000	30,000	30,000
City of College Park - Senior Programming	Rec	Parks and Rec	50,000	50,000	50,000
City of Greenbelt, After School Arts	Rec	Parks and Rec	15,000	15,000	15,000
City of Greenbelt, Recreation Services	Rec	Parks and Rec	70,000	70,000	70,000
City of Greenbelt, Therapeutic Program	Rec	Parks and Rec	15,000	15,000	15,000
City of Hyattsville, Recreation Services	Rec	Parks and Rec	19,000	19,000	19,000
City of Laurel Parks Department	Rec	Parks and Rec	10,000	10,000	10,000
City of Laurel Senior Services	Rec	Parks and Rec	55,000	55,000	55,000
City of Laurel, Anderson & Murphy CC	Rec	Parks and Rec	22,000	22,000	22,000
Clinton Boys and Girls Club, Inc.	Rec	Parks and Rec	10,000	10,000	10,000
Coalition for African Americans in the Performing Arts	Rec	Parks and Rec	20,000	20,000	20,000
College Park Arts Exchange	Rec	Parks and Rec	5,000	5,000	5,000
The Conservancy of Broad Creek, Inc.	Rec	Parks and Rec	-	50,000	50,000
The Denney House, Inc.	Rec	Parks and Rec	-	50,000	50,000
District Heights Boys & Girls Club, Inc.	Rec	Parks and Rec	-	50,000	50,000
Cooperative Extension Service (4H)	Rec	Parks and Rec	208,600	208,600	208,600
Forestville Boys and Girls Club	Rec	Parks and Rec	35,000	50,000	50,000
Ft. Washington Area Recreation Council, Inc	Rec	Parks and Rec	-	15,000	15,000
Ft. Washington Pool Association, Inc.	Rec	Parks and Rec	10,000	10,000	10,000
Gateway Arts Program	Rec	Parks and Rec	45,000	45,000	45,000
G-I-R-L-S-Inc.	Rec	Parks and Rec	-	20,000	20,000
Girl Scouts Capital Area	Rec	Parks and Rec	10,000	10,000	10,000



Prince George's County Overview – Fiscal and Budget Summary Schedules

Project Charges Paid to Prince George's County

Name of Project Charge	Fund Paying	Department	FY22 Budget	FY23 Adopted	FY24 Proposed
Glenarden Boys and Girls Club	Rec	Parks and Rec	20,000	20,000	20,000
Glenarden Track Club	Rec	Parks and Rec	20,000	20,000	20,000
The Global Air Drone Academy, Inc.	Rec	Parks and Rec	15,000	15,000	15,000
Greater Laurel United Soccer Club	Rec	Parks and Rec	5,000	5,000	5,000
Greenbelt Aquatics & Fitness Center	Rec	Parks and Rec	110,000	110,000	110,000
Greenbelt Community Center	Rec	Parks and Rec	50,000	50,000	50,000
Huntington City Community Development Corporation	Rec	Parks and Rec	-	15,000	15,000
Ivy Community Charities	Rec	Parks and Rec	10,000	10,000	10,000
Junior Achievement	Rec	Parks and Rec	20,000	20,000	20,000
Kentlands Boxing Club	Rec	Parks and Rec	5,000	5,000	5,000
Kettering-Largo-Mitchellville Boys & Girls Club	Rec	Parks and Rec	30,000	30,000	30,000
Lake Arbor Foundation	Rec	Parks and Rec	175,000	175,000	175,000
Lanham Boys & Girls Club	Rec	Parks and Rec	25,000	25,000	25,000
Latin America Youth Center	Rec	Parks and Rec	40,000	40,000	40,000
Laurel Boys & Girls Club	Rec	Parks and Rec	55,000	55,000	55,000
Laurel Historic Society	Rec	Parks and Rec	30,000	30,000	30,000
Laurel Little League	Rec	Parks and Rec	5,000	5,000	5,000
Laurel Stallions	Rec	Parks and Rec	-	5,000	5,000
Make Smart Cool	Rec	Parks and Rec	-	20,000	20,000
Making a New United People (M.A.N.U.P)	Rec	Parks and Rec	25,000	25,000	25,000
Maryland Buccaneers Youth Club Co	Rec	Parks and Rec	10,000	10,000	10,000
Marlboro Boys' & Girls' Club, Inc	Rec	Parks and Rec	10,000	10,000	10,000
Mentoring Through Athletics Inc.	Rec	Parks and Rec	10,000	30,000	30,000
Millwood/Waterford Programming	Rec	Parks and Rec	10,000	10,000	10,000
One Love Life Center, Inc	Rec	Parks and Rec	-	50,000	50,000
Oxon Hill Boys & Girls Club	Rec	Parks and Rec	10,000	10,000	10,000
Oxon Hill High School Instrumental Music Department	Rec	Parks and Rec	15,000	15,000	15,000
Oxon Hill Recreation Club Inc	Rec	Parks and Rec	15,000	15,000	15,000
Palmer Park Boys & Girls Club	Rec	Parks and Rec	20,000	20,000	20,000
Palmer Park Smash	Rec	Parks and Rec	10,000	10,000	10,000
Pi Upsilon Lambda Alpha Pi Alpha Charitable Foundation	Rec	Parks and Rec	3,750	3,750	3,750
PGCC - Outreach, Facilities, etc	Rec	Parks and Rec	300,000	300,000	300,000
PGCC Team Builders Program	Rec	Parks and Rec	100,000	100,000	100,000
Prince George's African American Museum and Cultural Center	Rec	Parks and Rec	25,000	25,000	25,000
Prince George's Arts and Humanities Council	Rec	Parks and Rec	120,000	120,000	120,000
Prince George's Philharmonic	Rec	Parks and Rec	100,000	100,000	100,000
Prince George's Pride Lacrosse Club	Rec	Parks and Rec	25,000	25,000	25,000
Prince George's Tennis Assoc.	Rec	Parks and Rec	30,000	30,000	30,000
Pyramid Atlantic Art Center	Rec	Parks and Rec	30,000	30,000	30,000
Seat Pleasant Leadership Development Program	Rec	Parks and Rec	85,000	85,000	85,000
Student Athletes for Educational Opportunities	Rec	Parks and Rec	20,000	20,000	20,000
Tantallon Community Players, Inc.	Rec	Parks and Rec	15,000	-	-
Theresa Banks Swim Club	Rec	Parks and Rec	20,000	20,000	20,000
Town of Forest Heights (Youth and Community Programming)	Rec	Parks and Rec	-	100,000	100,000
West Laurel Swim Club, Incorporated	Rec	Parks and Rec	-	50,000	50,000
White Rose Foundation	Rec	Parks and Rec	10,000	10,000	10,000
World-Wide Community	Rec	Parks and Rec	25,000	25,000	25,000
Youth Development Program (In Reach, Inc.)	Rec	Parks and Rec	50,000	50,000	50,000
Youth Services Program	Rec	Parks and Rec	30,000	30,000	30,000
End Time Harvest Ministries Inc.	Rec	Parks and Rec	50,000	100,000	100,000
Total Recreation Fund			\$ 2,728,850	\$ 3,246,350	\$ 3,246,350
Total All Funds			\$ 8,351,449	\$ 8,968,949	\$ 8,968,949



THIS PAGE LEFT INTENTIONALLY BLANK



COMMISSIONERS' OFFICE AND CENTRAL ADMINISTRATIVE SERVICES (CAS)

Prince George's County Commissioners' Office	80
CAS Overview	83
Department of Human Resources and Management.....	89
Department of Finance	100
Legal Department	107
Office of the Inspector General.....	112
Corporate IT	115
CAS Support Services	123
Merit System Board	125
Departmental Summaries	127
Non-Departmental, Other and Transfers.....	135



Prince George's County Commissioners' Office

EXECUTIVE OVERVIEW

Prince George's County Planning Board



Peter A. Shapiro
Chair



Dorothy F. Bailey
Vice Chair



William M. Doerner
Commissioner



Manuel R. Geraldo
Commissioner



A. Shuanise Washington
Commissioner

The Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission (M-NCPPC) is responsible for developing and recommending to the Prince George's County Council land use policies that guide the orderly growth and development of the County. The Planning Board is also charged with the administration of the County's park system and comprehensive recreation program. The Planning Board carries out its land use planning responsibilities through the adoption of a series of master and functional plans and the application of land use controls (Zoning and Subdivision Regulations). Its oversight of the parks and recreation program and development of overall park and recreation service standards is performed through regular meetings with the Director and staff, members of the recreation community and recreation advisory support groups. In summary, the Planning Board works with planning professionals, elected and appointed officials, and citizens to create, maintain, and promote socially and economically viable communities in the County.

The Planning Board is comprised of five commissioners, appointed by the Prince George's County Executive, and confirmed by the Prince George's County Council. One full-time Chairman and four part-time members are supported by 11 full-time positions. A Planning Board Administrator and Public Affairs Officer guide the work of the office. The Planning Board conducts formal business through weekly public hearings on planning, zoning, and subdivision activities. It also holds public forums to solicit comments on the Commission's budget and work program. At other times, the Planning Board may conduct forums to discuss various planning, park or recreation matters that may or may not result in immediate solutions but may impact future policies or regulations. Planning Board members often attend and participate in special community events, dedications of new or rehabilitated facilities, groundbreaking, and festivals, and serve as members on State or County task forces.

In response to the national pandemic, the Planning Board transitioned its work to a virtual format to protect the health, wellness and safety of the community and its staff. The Board holds its weekly hearings using a virtual meeting platform providing options for those participating online or by phone. The Board maintains COVID-19 protocols while continuing to conduct business safely.

MISSION

The mission of the Planning Board Office is to provide the highest level of professional support to the Planning Board as it carries out its work and responsibilities to County residents, elected officials, and other government agencies.



Prince George’s County Commissioners’ Office

PROGRAMS AND SERVICES PROVIDED

The members of the Prince George’s County Planning Board and its staff are committed to providing exemplary customer service and conducting outreach programs to inform and educate the community and other stakeholders. The Planning Board Office serves as the point of contact for local, county, state, regional, and federal officials, and agencies; acts as a liaison to the public and assists with resolution of issues; and assists members of the public with accessing online information and documents related to M-NCPPC issues and Planning Board meetings. The Planning Board’s multi-faceted activities and programs include but are not limited to the following examples: coordination of weekly Planning Board Meetings, annual Fall Budget Forums, Collegiate Internship Program, and exhibits highlighting Prince George’s County and M-NCPPC at statewide conferences.

The Planning Board highly encourages public engagement and feedback from a variety of stakeholders including: the business community, government and educational institutions, faith-based organizations, and the news media.

BUDGET AT A GLANCE

Summary of Commissioners’ Office Budget

	FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget			
Expenditures	\$3,693,945	\$3,740,201	1.3%
Staffing			
Funded Career Positions	16.50	16.00	-3.0%
Funded Workyears	14.50	14.00	-3.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The Prince George’s County Planning Board Office is proposing a budget of \$3,740,201 which increases expenditures \$46,256 (1.25%) above the FY23 approved budget. This variance primarily results from Merit and COLA costs. Our personnel complement will decrease 0.5 position to 16.0 career positions. In concert with the Planning Department, we are transferring our portion of a shared position assigned to assist the Planning Board. The Planning Department will now rotate services provided to the Planning Board between three staff members. The salary for this former position is budgeted as a chargeback. Also, in our agreement with the County, the lease for fourth-floor office space in the County Administration Building will result in a 3% increase. All other non-personnel classifications will remain at FY23 levels.

Legislative Project Charges

This budget also contains \$1,287,300 to reimburse the Prince George’s County Council for their planning and zoning functions. Also, the budget includes \$183,208 for the office’s rent in the County Administration Building.



Prince George's County Commissioners' Office

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Commissioners' Office					
Personnel Services	1,629,865	1,955,419	1,955,419	1,954,186	-0.1%
Supplies and Materials	55,275	37,500	37,500	37,500	0.0%
Other Services and Charges	1,546,590	1,611,026	1,611,026	1,616,363	0.3%
Capital Outlay	-	90,000	90,000	90,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	42,152	-
Total	3,231,730	3,693,945	3,693,945	3,740,201	1.3%

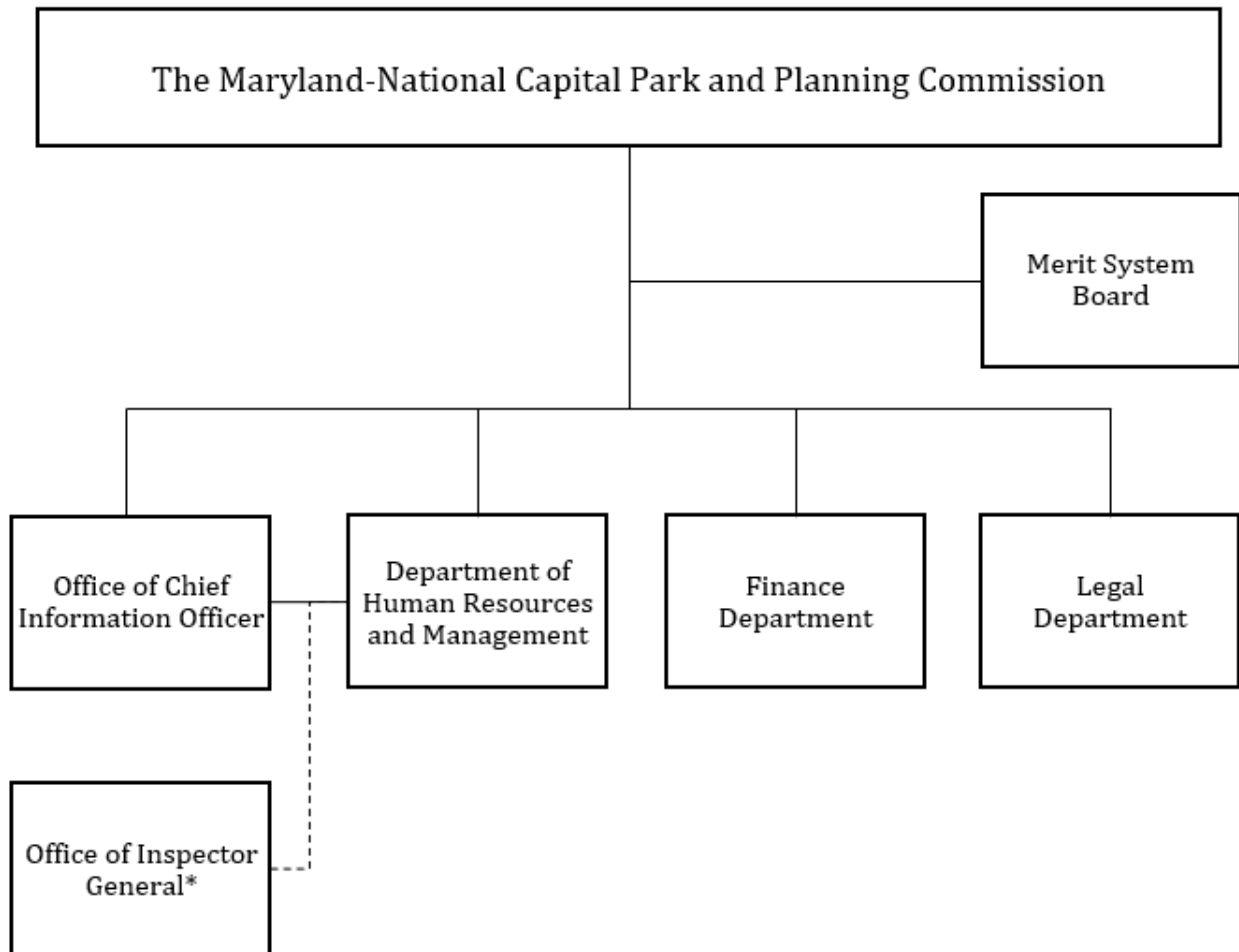
	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
ADMINISTRATION FUND						
<u>COMMISSIONERS' OFFICE</u>						
Full-Time Career	12.50	12.50	12.50	12.50	12.00	12.00
Part-Time Career	4.00	2.00	4.00	2.00	4.00	2.00
Career Total	16.50	14.50	16.50	14.50	16.00	14.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Commissioners' Office	16.50	14.50	16.50	14.50	16.00	14.00



Central Administrative Services Overview

ORGANIZATIONAL STRUCTURE

CENTRAL ADMINISTRATIVE SERVICES



* Office of Inspector General reports to the Audit Committee



Central Administrative Services

Overview

EXECUTIVE OVERVIEW

Central Administrative Services (CAS) consists of the following departments and units that provide corporate administrative governance and support to the agency as a whole:

- Department of Human Resources and Management
- Department of Finance
- Legal Department
- Office of the Inspector General
- Office of the Chief Information Officer
- Merit System Board
- Support Services

CAS provides oversight of enterprise-wide administrative, human resources, corporate budgeting and governance functions, financial business services, legal counsel and representation, application of internal controls to ensure regulatory compliance, IT strategic planning and agency-wide systems, and risk mitigation and workplace safety to protect and support the agency's employees and patrons.

The Commission's three Officers – the Executive Director, the Secretary-Treasurer, and the General Counsel – are responsible for corporate functions as well as leading their respective departments. To enhance independence, the Office of the Inspector General is overseen by the Audit Committee, while administrative oversight is provided by the Executive Director. The Chief Information Officer (CIO) reports to the Executive Director to enable focus on Enterprise-wide Information Technology (IT) initiatives recommended by the IT Council.

CAS also includes funding for the Merit System Board and CAS Support Services. The budget for the Office of the Chief Information Officer and Commission-wide IT initiatives are shown in the Internal Service Fund section of the FY24 Proposed Budget Document.

PROGRAMS AND SERVICES PROVIDED

Department of Human Resources and Management

The Department of Human Resources and Management (DHRM), which operates under the direction of the Executive Director, provides enterprise-wide administrative and human resource management, corporate governance and quality corporate budgeting and forecasting. The Department delivers executive and operational leadership through a set of best management practices, strong fiscal planning, and fair employment and compensation programs. It is composed of four cross-functional divisions including the Office of the Executive Director, Corporate Budget, Corporate Policy and Management Operations, and Corporate Human Resources.

Department of Finance

The Department of Finance operates under the direction of the Secretary-Treasurer, and is organized into three divisions: Administrative Services, Accounting, and Corporate Procurement. The Department is responsible for corporate financial policy, management of debt and investments, payroll administration and disbursements, accounting and financial reporting, procurement, and Enterprise Resource Planning (ERP) program management.



Central Administrative Services

Overview

Legal Department

The Office of the General Counsel (OGC or Legal Department) provides a comprehensive program of legal services to the agency, supporting almost every facet of the agency's work program. The OGC guides the agency's internal corporate operations, advises staff and the Planning Boards as they navigate their important quasi-judicial and regulatory responsibilities, advocates on the agency's behalf in litigation before state and federal courts, and participates in cross-functional teams assembled periodically to develop creative solutions to new challenges facing the agency.

Office of the Inspector General

The Office of the Inspector General provides a systematic disciplined approach to evaluating and improving the effectiveness of governance, risk management, internal control processes, compliance with all applicable rules and regulations, and reliable financial reporting.

Office of the Chief Information Officer

The Office of the Chief Information Officer strategically plans and implements enterprise-wide IT systems in collaboration with departments to meet business needs. The CIO also functions as the agency's Chief Technology Security Officer, ensuring confidentiality, availability, and integrity of the agency's data.

Merit System Board

The Merit System Board, which is authorized by the agency's enabling legislation, is an impartial board comprised of three appointed members. The Board is responsible for making recommendations to the agency's Merit System, hearing appeals of adverse actions (e.g., termination, demotion, loss of pay, etc.) and hearing appeals on administrative grievances. With support of the Department of Human Resources and Management, the Board recommends changes to Merit System Rules and Regulations, reviews proposed changes to compensation and classification plans and submits recommendations to the Commission.

Support Services

CAS Support Services accounts for non-discretionary shared operating expenses attributable to the departments and units that make up CAS. These expenses include the costs associated with housing (office rent), unemployment insurance, shared document production, centralized office supplies, and insurance premiums.

Full descriptions of the CAS departments and units are provided in their respective sections.



Central Administrative Services Overview

CENTRAL ADMINISTRATIVE SERVICES CHARGEBACKS BY COUNTY BY FUND AND DEPARTMENT

County	Service User/Fund	Service Supplier	FY22 Budget	FY23 Budget	FY24 Proposed	% Change
MONTGOMERY						
	Park Fund - Labor Relations	DHRM	75,000	75,000	75,000	0.0%
	Park Fund - Park Police Support	DHRM	46,500	46,500	50,000	7.5%
	Risk Management	DHRM	80,310	87,023	80,069	-8.0%
	Capital Equipment Fund	Finance	31,300	40,700	46,200	13.5%
	Enterprise Funds	Finance	139,100	131,000	108,400	-17.3%
	Park Fund - ERP Operations	Finance	90,133	97,700	100,300	2.7%
	Park Fund - P/P Prtnshps.	Finance	61,200	61,200	61,200	0.0%
	Risk Management	Finance	21,800	20,700	16,200	-21.7%
	Spec Rev Fund - Planning	Finance	51,200	39,840	40,260	1.1%
	Spec Rev Fund - Parks	Finance	20,000	25,060	25,740	2.7%
	Capital Equipment Fund	Corporate IT	18,886	16,014	20,302	26.8%
	Enterprise Funds	Corporate IT	84,583	57,400	56,506	-1.6%
	Park Fund - Data Center	Corporate IT	268,613	297,406	317,424	6.7%
	Pension Trust Fund	Corporate IT	69,798	70,845	71,908	1.5%
	Risk Management	Corporate IT	15,461	18,114	18,103	-0.1%
	Spec Rev Fund - Planning	Corporate IT	29,993	20,695	22,109	6.8%
	Spec Rev Fund - Parks	Corporate IT	15,015	16,219	16,917	4.3%
	Admin Fund - Commissioners' Office	Legal	-	243,720	210,378	-13.7%
	Admin Fund - Planning	Legal	92,882	100,312	108,337	8.0%
	Park Fund	Legal	167,962	181,399	195,911	8.0%
	Pension Trust Fund	Legal	32,100	32,100	32,100	0.0%
	Risk Management	Legal	218,964	236,480	244,598	3.4%
	Spec Rev Fund - Development Review	Legal	167,051	180,416	194,849	8.0%
	Subtotal Montgomery		1,797,851	2,095,843	2,112,811	0.8%
PRINCE GEORGE'S						
	Admin Fund - Planning - HRIS/CC	DHRM	22,512	23,508	60,053	155.5%
	Admin Fund - Planning - Recruitment	DHRM	16,731	18,208	18,445	1.3%
	Park Fund - HRIS/CC	DHRM	130,574	122,495	90,387	-26.2%
	Park Fund - Labor Relations	DHRM	75,000	75,000	75,000	0.0%
	Park Fund - Park Police Support	DHRM	46,500	46,500	50,000	7.5%
	Park Fund - Recruitment	DHRM	55,738	60,660	61,448	1.3%
	Recreation Fund - Recruitment	DHRM	55,738	60,660	61,448	1.3%
	Recreation Fund - HRIS/CC	DHRM	165,291	155,601	166,561	7.0%
	Risk Management	DHRM	80,310	87,023	80,069	-8.0%
	Capital Equipment Fund	Finance	17,200	17,900	14,900	-16.8%
	Enterprise Funds	Finance	180,300	173,200	141,700	-18.2%
	Park Fund - New Positions	Finance	108,000	128,600	164,800	28.1%
	Park Fund - ERP Operations	Finance	140,022	146,400	140,900	-3.8%
	Park Fund - Purchasing	Finance	50,000	50,000	50,000	0.0%
	Park Fund - P/P Prtnshps.	Finance	61,200	61,200	61,200	0.0%
	Recreation Fund - Purchasing	Finance	50,000	50,000	50,000	0.0%
	Recreation Fund - ERP Operations	Finance	81,040	85,800	86,800	1.2%
	Risk Management	Finance	31,300	32,000	24,700	-22.8%
	Special Revenue Funds (multiple)	Finance	91,700	77,700	53,600	-31.0%
	Capital Equipment Fund	Corporate IT	11,604	805	765	-5.0%
	Enterprise Funds	Corporate IT	101,263	104,073	72,009	-30.8%
	Park Fund - Data Center	Corporate IT	644,466	451,638	488,718	8.2%
	Recreation Fund - Data Center	Corporate IT	-	243,927	333,229	36.6%
	Pension Trust Fund	Corporate IT	69,798	70,845	71,908	1.5%
	Risk Management	Corporate IT	22,242	26,332	26,783	1.7%
	Special Revenue Funds (multiple)	Corporate IT	54,185	35,590	-	-100.0%
	Park Fund	Inspector General	145,850	149,686	155,679	4.0%
	Admin Fund - Planning	Legal	298,744	322,644	348,455	8.0%
	Admin Fund - Planning - Atty support	Legal	87,418	84,412	101,965	20.8%
	Park Fund	Legal	210,080	226,886	245,037	8.0%
	Pension Trust Fund	Legal	32,100	32,100	32,100	0.0%
	Risk Management	Legal	230,410	248,843	268,751	8.0%
	Subtotal Prince George's		3,367,316	3,470,236	3,597,410	3.7%
Commission-Wide						
	EOB	DHRM	110,426	113,783	119,820	5.3%
	Group Insurance	DHRM	79,952	89,247	78,092	-12.5%
	Group Insurance	Corporate IT	121,987	195,291	198,640	1.7%
	Group Insurance	Finance	201,000	215,400	209,800	-2.6%
	Subtotal Commission-Wide		513,365	613,721	606,352	-1.2%
COMBINED TOTAL			5,678,532	6,179,800	6,316,573	2.2%
SUMMARY BY SUPPLIER DEPARTMENT						
	DHRM		1,040,582	1,061,208	1,066,392	0.5%
	Finance		1,426,495	1,454,400	1,396,700	-4.0%
	Corporate IT		1,527,894	1,625,194	1,715,321	5.5%
	Legal		1,537,711	1,889,312	1,982,481	4.9%
	Inspector General		145,850	149,686	155,679	4.0%
TOTAL			5,678,532	6,179,800	6,316,573	2.2%



Central Administrative Services

Overview

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The bi-county proposed FY24 operating budget for Central Administrative Services before chargebacks is \$31,109,264, which is a 12.6% increase over FY23. The budget sustains, at a minimum, the same service level as FY23, and incorporates the compensation and benefit assumptions utilized for all operating departments. The level of services, and therefore, funding allocation by county, is tailored to the agency and the individual department needs. Certain functions are allocated based on labor distribution or a cost driver, such as number of employees paid. Some functions, such as the Merit System Board, are funded evenly by both counties.

Annual Review of Cost Allocation and Chargebacks

Each year, cost drivers and labor distribution are analyzed to better reflect county service levels. The FY24 proposed budget is based on the analysis performed in the Fall of 2022.

The FY24 funding allocation for all Administration Funds' CAS services except for the Merit System Board, is approximately 44.6% Montgomery County and 55.4% Prince George's County. The allocation is calculated prior to chargebacks, as chargebacks shift the cost within county to another fund and do not impact each county's funding share. The Merit System Board's budget is allocated at 50% for each county.

The proposed budget for each Department/Unit is provided in the individual sections that follow the CAS summary.

Investing in an Essential Needs Budget

In FY24, the proposed budget addresses major known commitments and essential needs. The proposed budget focuses on such core needs as identified in each department's budgets.

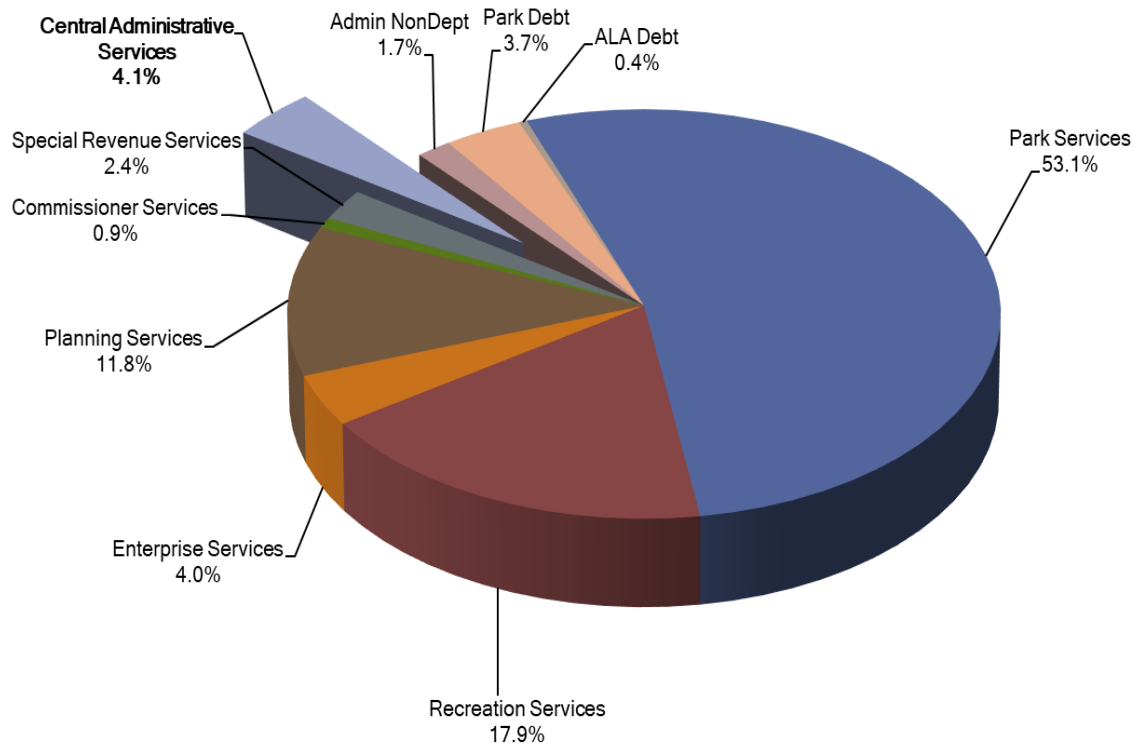
The CAS budget proposal reflects positions and workyears comparable to FY11 levels, even while work program demands have increased over the past ten years. Work program demands such as implementation of regulatory updates, required policy reviews, legal advice, zoning ordinance review, and continued rollout of ERP functionality increase the demand for CAS departments' services.

The CAS proposed budget is 4.1% of the Commission's proposed total bi-county operating budget.



Central Administrative Services Overview

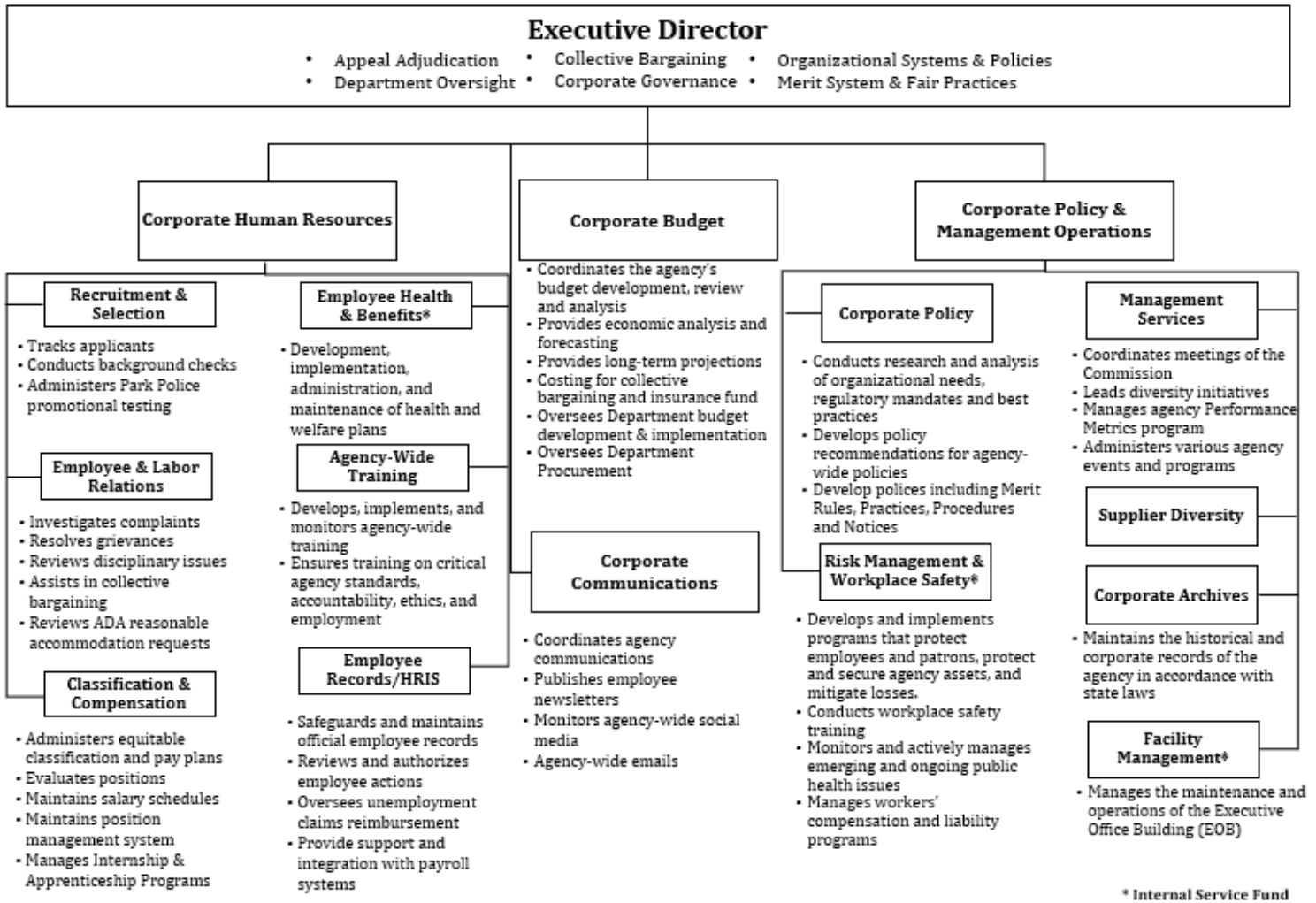
Central Administrative Services (CAS)
FY24 Proposed Budget as a Percent of Total Operating Budget
(excludes reserves, ISF, ALARF, and Capital Projects Fund)



CAS continually strives to improve its operations by promoting best management practices, greater outreach/partnering with departments, and transparency. More comprehensive details on programs can be found in the individual department sections.



Department of Human Resources and Management



Central Administrative Services

Department of Human Resources and Management

OVERVIEW

The Department of Human Resources and Management (DHRM) delivers executive and operational leadership through corporate governance for the agency through:

- Corporate budgeting and prudent fiscal planning,
- Human resources administration and programs that ensure equal employment opportunities, fair practices, diversity, equity, and inclusion,
- Administration of the agency's supplier diversity program,
- Organizational standards, promoting public accountability, organizational effectiveness, and a preferred workplace.

The Department is led by the Executive Director, who also carries out chief administrative officer duties for the agency.

Most of the Department's functions are funded in the Administration Fund. However, the Risk Management and Workplace Safety program, Employee Health and Benefits functions, and operation of the Executive Office Building (EOB) are funded through Internal Service Funds. Full details for these programs and budgets can be found in the *Other Funds* section.

MISSION

DHRM operations provide corporate governance and administer agency-wide initiatives to ensure fair and equitable practices and programs, competitive and cost-effective employment compensation and benefits, prudent fiscal planning, and sound workplace and liability protections.

PROGRAMS AND SERVICES PROVIDED

Office of the Executive Director

The Office of the Executive Director provides leadership, coordination, and administrative direction for the agency. The Executive Director ensures public accountability through ensuring fair and sensible workplace practices, implementing the Merit System Rules and Regulations, and overseeing organizational policies and union contracts. The Office serves as liaison with both County Councils and County Executives, coordinates meetings of the agency, executes all agency contracts, reviews employment concerns, handles adjudication of grievance appeals, and leads diversity, equity and inclusion initiatives for the agency.

Corporate Budget

The Corporate Budget Division oversees the agency's budget preparation process and provides sound, timely, and transparent fiscal information to support effective resource allocation management, accuracy, and uniformity across the agency. The Division leads the responsible and sustainable use of public resources to meet the needs of bi-county residents through comprehensive fiscal and budget analysis, revenue estimates, and long-term fiscal policies and strategies.



Central Administrative Services

Department of Human Resources and Management

Corporate Communications

Corporate Communications was established in 2020 to coordinate communications with the Office of the Executive Director and operating departments during the height of the pandemic. The Office assists DHRM and the Office of the Chief Information Officer (CIO) with writing, editing, graphic design, desktop publishing, and producing presentations. The Office handles agency-wide employee communications, including weekly and monthly newsletters for approximately 3,000 employees and retirees, as well as monitoring general agency email inquiries, and social media accounts.

Corporate Policy and Management Operations

This division is responsible for managing the system of agency-wide policies, implementing programs which safeguard employees, patrons and agency assets, and administering corporate programs which support the mission of the agency and best practices. The Division conducts management studies, research and analysis to promote public accountability, transparency, and workplace efficiency; develops and administers workplace safety and risk management programs; administers the Commissions supplier diversity program and recommends and develops programs and standards for best practices and preferred workplace initiatives.

Agency Policies and Procedures

The Corporate Policy Office conducts research and analysis of organizational needs, regulatory mandates, and best practices for greater efficiency, cost containment, and effective programs. The Office develops recommendations for agency-wide policies in areas such as organizational functions, employment regulations, workplace standards, and internal controls. Policies are developed through a collaborative review with input from departments, the Merit System Board, union representatives, and other stakeholders.

Corporate Records and Archives

This function ensures official records are safeguarded and retained in accordance with federal and state public record mandates. The Archives Office formally retains the documented actions of the Commission and conducts research of historical records and actions.

Risk Management and Workplace Safety

The Risk Management and Workplace Safety Office develops and implements programs that protect employees and patrons, protect and secure the agency's assets, and mitigate losses. In addition, this office is responsible for the Continuation of Operations plans for the Commission and coordination with local jurisdictions. This program is funded through an Internal Service Fund. Further details can be found in the *Other Funds* section.

Administrative Services and Facility Operations

This function carries out agency-wide and departmental operational activities, which include coordinating and supporting corporate meetings of the Commission, Directors, and other ad hoc or standing committees, ensuring smooth operations of the Office of the Executive Director, and maintaining EOB facility operations.

Performance Measurement and Management

This program will enable agency leaders to make data-driven decisions regarding the services the agency provides, ensuring a robust return on investment. A performance management framework improves gap identification, accountability, decision-making, and organizational effectiveness. This program will provide an easily understandable analysis of metrics, and monitor and interpret



Central Administrative Services Department of Human Resources and Management

performance trends to disseminate to relevant stakeholders and agency leadership. This program will also be crucial in the development and measurement of a robust and effective Supplier Diversity Program.

Ensuring Supplier Diversity

This program is currently being developed and is designed to assure that minority, female, and disabled-owned business enterprises (MBEs) and small-local-owned business enterprises (SLBEs) have the same opportunities to succeed in pursuing business with the agency as any other potential vendors.

Corporate Human Resources

This division provides expert guidance and advice on human resources matters for the agency. The Division also provides oversight of all programs and activities relating to employment and working conditions: compensation, benefits, labor relations, records, and recruitment. Additional services include training coordination, employment for disabled persons, publishing annual personnel management reviews, and succession planning for the Commission.

Classification and Compensation

This team is responsible for the development, implementation, administration, and maintenance of equitable classification and pay plans for all agency employees and positions. They provide guidance and customer-service to the operating departments, administer the classification plan that analyzes and evaluates positions based upon duties, responsibilities, and minimum qualifications. Additionally, the team maintains salary schedules, conducts salary surveys, updates and maintains the position management system, reviews and assists in reorganizations, and manages the Internship and Apprenticeship Programs.

Employee Health and Benefits

This team is responsible for the development, implementation, administration, and maintenance of benefit plans for employees, retirees, and their eligible dependents. They also administer the agency's occupational health services.

Employee and Labor Relations

Employee and Labor Relations fosters management/employee partnerships and assists management in handling complex employment concerns. Staff investigates complaints and resolves grievances, reviews disciplinary and performance issues, provides alternate dispute resolution, supports the Park Police Chief's Committee and Grievance Mediation Boards, and administers the Performance Recognition and Performance Management Programs. Labor Relations' functions include assistance with negotiation, administration of employment policy and collective bargaining contracts, and ongoing training on updated and current Commission policies for managers and employees. This unit also reviews reasonable accommodation requests for compliance with the Americans with Disabilities Act (ADA).

Human Resources Information Systems

This team maintains and safeguards official employee records (physical and electronic) according to Federal and State regulations. Staff uses Human Resources Information Systems (HRIS) to maintain the employee/employment database, and to review, enter, authorize, and/or approve employee actions (e.g., hire, pay, terminate) in accordance with personnel policy and collective bargaining agreements. Responsibilities include custodianship of employee records, oversight and coordination for State unemployment reimbursement or claims, employment verification and legal



Central Administrative Services Department of Human Resources and Management

garnishments tracking, provision of ad hoc and regular employee-data reporting, and support and integration with existing timekeeping and payroll systems.

Recruitment and Selection Services

This team supports the M-NCPPC's efforts to attract and maintain a diverse, skilled, and effective workforce. Staff provides lifecycle recruitment activities to the agency from advertising, testing, application processing, selection, and employment/promotion offers. This team manages an outsourced online applicant tracking system. Related tasks involve administration of background/reference checks, language proficiency testing, and Park Police entry, lateral, and advancement testing.

Learning and Organizational Development

This agency-wide training program educates all employees in policies and procedures, respectful workplaces, diversity and inclusion, leadership development, and prevention of fraud, waste and abuse. This program is also responsible for leading Succession Planning efforts and administering the agency's Learning Management System.



Central Administrative Services Department of Human Resources and Management

FY22 ACCOMPLISHMENTS



Processed **36,200** job applications and filled **850** vacancies.



Processed **30,000** Personnel Actions and payment calculations.



Processed **2,000** unemployment claims to avoid state penalties.



Tracked over **6,000** employee vaccinations.



Processed **11,000** compensation transactions.



Processed **13,00** benefit enrollments and changes for employees and retirees.



Successfully negotiated **30** times with our unions.



Received the Distinguished Budget Presentation Award from the Government Finance Officers' Association (GFOA) for the **37th consecutive year**.



Reviewed and processed **500** workers' compensation (28% increase) and liability (17% increase) claims.



Conducted **700** risk assessments, contract reviews and audits.



Processed **250** MPI research and records requests.



Handled **500** COVID-19 cases.



Issued or updated **31** policies.



Organized **33** agency-wide management meetings, and **7** agency-wide and departmental events.



Central Administrative Services

Department of Human Resources and Management

FY23-24 STRATEGIC GOALS

Establish a Performance Measurement and Management System: Develop a comprehensive *Agency Roadmap* built upon an updated M-NCPPC mission, vision, and strategic goals. Identify and define key performance indicators (KPIs) in various subject areas including agency program effectiveness, workforce diversity, and talent acquisition. Establish a dashboard to track KPIs and performance metrics.

Establish a Supplier Diversity Program: Develop and launch a program to assure that minority, female, and disabled-owned business enterprises (MBEs) and small-local-owned business enterprises (SLBEs) have the same opportunities to succeed in pursuing business with the agency as any other potential vendors.

Implement a Diversity, Equity and Inclusion (DEI) Program: Develop a program to review all department policies and procedures to ensure fairness in all aspects of employment; serve as an internal consultant to the department in the implementation of their DEI initiatives; assist in community outreach to ensure our organizations reflect the communities; and assist the Employee/Labor Relations Office by providing expert assistance on fairness issues and claims.

Launch an Agency-wide Training and Succession Planning Program: Implement an agency-wide training program to educate all employees in policies and procedures, respectful workplaces, diversity and inclusion, succession planning leadership development, and prevention of fraud, waste and abuse. This program will also be responsible for the administration of the new Learning Management System.

Establish a Paid Family Medical Leave Insurance (PFML) Program: Per the new Time to Care Act, employers will have the choice to either participate in the state program or substitute a self-funded private employer plan by October of 2023.

FY24 PRIORITIES

In addition to the goals listed above and delivering the regular, ongoing work of the department, major priorities for FY24 include:

- Continue implementing collective bargaining contracts and conducting negotiations with two collective bargaining units: the Municipal and County Government Employees Organization (MCGEO) and the Fraternal Order Police (FOP).
- Complete the long-standing Classification and Compensation study, including job class series reviews prioritized by operating departments and allocation of staff to the new classification specifications.
- Continue to coordinate with the Departments in managing the agency-wide communications processes. These efforts will continue to be expanded to provide the framework for effective communications strategies, crisis communications, and messaging across the agency.
- Prepare HRIS data and identify requirements in preparation of either an ERP upgrade or a migration to a new platform.



Central Administrative Services

Department of Human Resources and Management

- Continue to reduce the agency's time to fill metric of open positions by focusing on increased outreach and partnering with other agencies.

BUDGET AT A GLANCE

	FY23 Adjusted Adopted	FY24 Proposed	% Change	% Allocated *
Montgomery County Budget				
Expenditures	\$2,859,249	\$3,519,690	23.1%	42.5%
Staffing				
Funded Career Positions	18.14	20.76	14.4%	40.7%
Term Contract Positions	1.00	0.81	-19.0%	40.5%
Funded Workyears	17.44	20.45	17.3%	40.4%
Prince George's County Budget				
Expenditures	\$3,934,881	\$4,764,845	21.1%	57.5%
Staffing				
Funded Career Positions	26.86	30.24	12.6%	59.3%
Term Contract Positions	1.00	1.19	19.0%	59.5%
Funded Workyears	26.56	30.23	13.8%	59.6%
Combined Department Total Budget				
Expenditures	\$6,794,130	\$8,284,535	21.9%	100.0%
Staffing				
Funded Career Positions	45.00	51.00	13.3%	100.0%
Term Contract Positions	2.00	2.00	0.0%	100.0%
Funded Workyears	44.00	50.68	15.2%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The FY24 proposed budget is \$8,284,535, representing an increase of 21.9% over FY23. This increase funds the ongoing operations administered by the Department and the addition of six career positions to address the expanded scope and volume of the Department's work.

The FY24 funding allocation before chargebacks is 40.7% Montgomery and 59.3% to Prince George's, which is a shift of 0.6% from Prince George's to Montgomery, compared to FY23.

Personnel Services: This category includes adjustments for compensation, benefit elections and pension for existing positions and the addition of six new positions:

- Three Recruiters (\$119,633 each):** As labor market conditions have tightened, passive job posting activity is insufficient. Implementing proactive recruitment and marketing



Central Administrative Services Department of Human Resources and Management

initiatives to meet increased service expectations requires additional staffing and new skill sets within the unit. These new positions would enable us to distribute our increasing workload and fill vacant positions faster and better support recruitment efforts of the Departments.

- **Human Resources Specialist for the Employee & Labor Relations Office (\$119,633):** This position would provide much needed support to handle the rise of employee grievances and complaints, and increased reviews of requests for reasonable accommodation, as well as assist with negotiations and collective bargaining agreements, and aid in the agency-wide training program.
- **Corporate Management Analyst II for Supplier Diversity and Performance Management Program (\$141,296):** This position would be responsible for collecting and analyzing data and creating the annual report for the new Supplier Diversity program. In addition, it will support agency leaders in making data-driven decisions through easily understandable visualizations, interpretation of trends, and regular performance reports.
- **Supplier Diversity Specialist (\$119,633):** This position would be responsible for assisting the Supplier Diversity Program Manager in expanding the base of small, local, and minority vendors who are capable and available to participate in agency contracting opportunities by creating an annual outreach plan and meeting monthly outreach/communications goals.

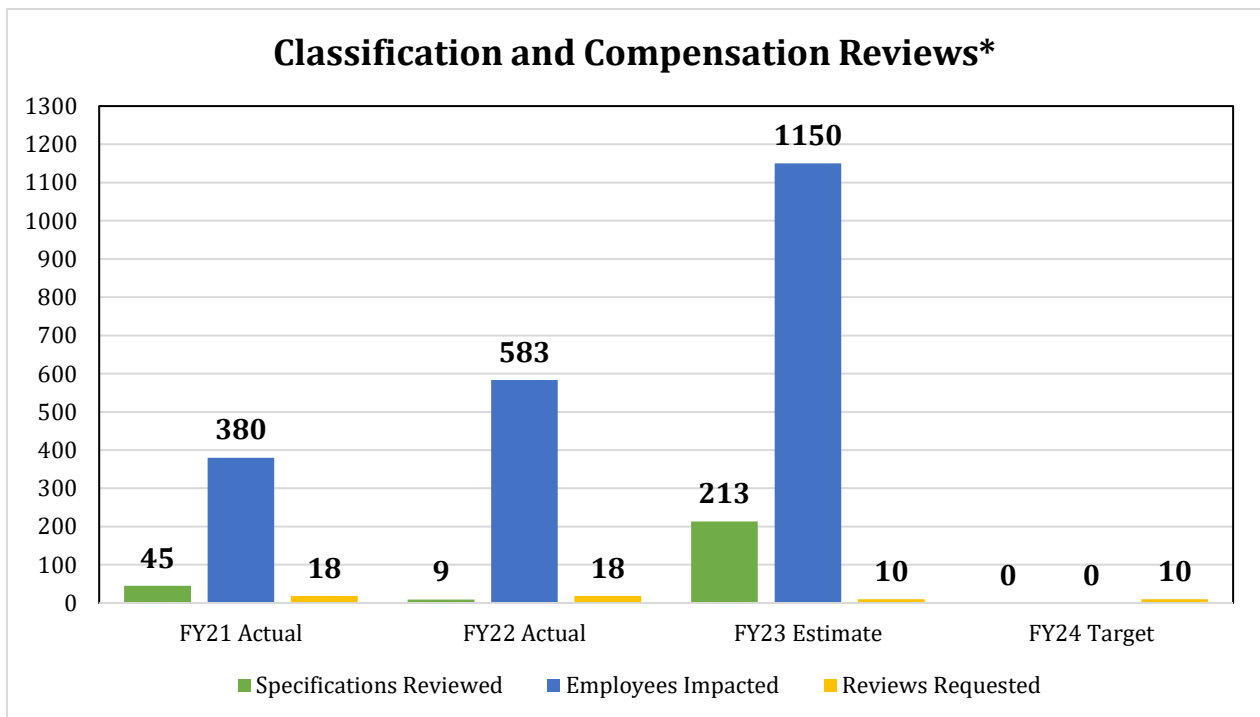
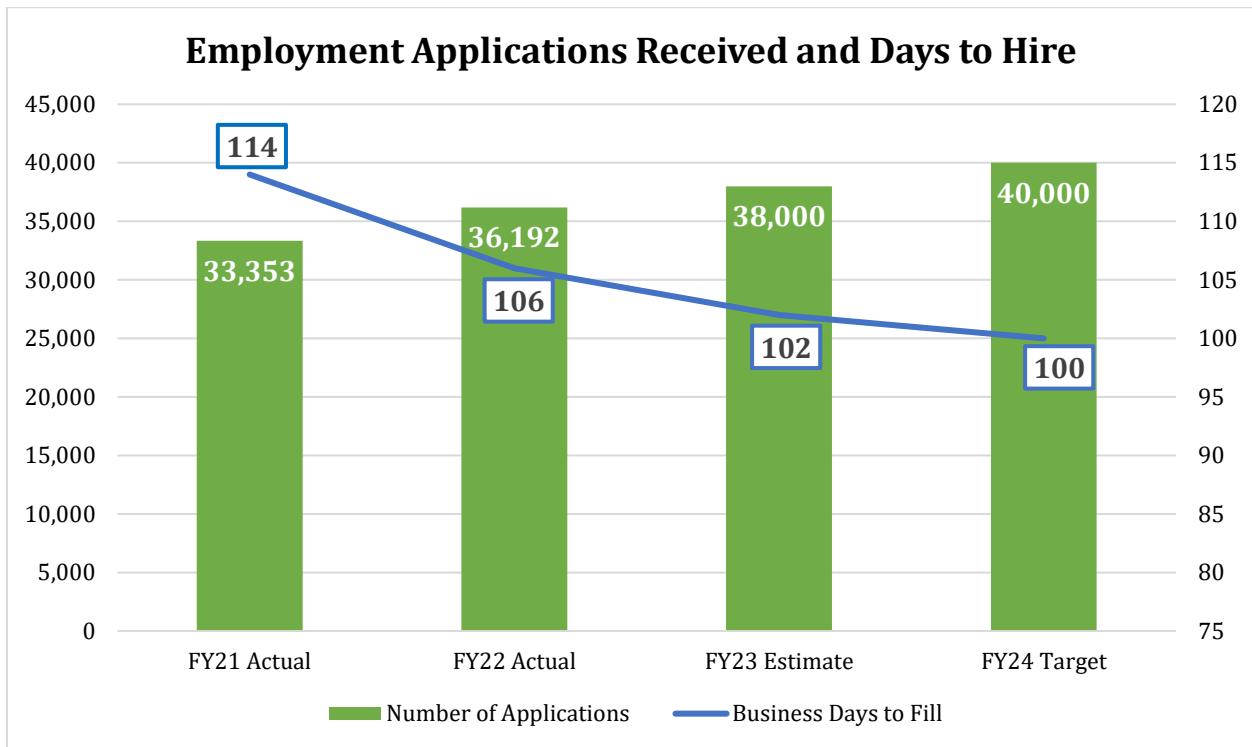
Other Operating Charges: This category includes an increase of 29.4% for supplies, materials, and professional services to support the programs outlined in the FY24 strategic goals and priorities section, legal services, HR investigations, diversity initiatives, and adjustments for inflation.

Chargebacks: This category includes a decrease of 0.5% for wage and benefit allocations and expenses for services directly impacting specific programs or departments outside of DHRM.



Central Administrative Services Department of Human Resources and Management

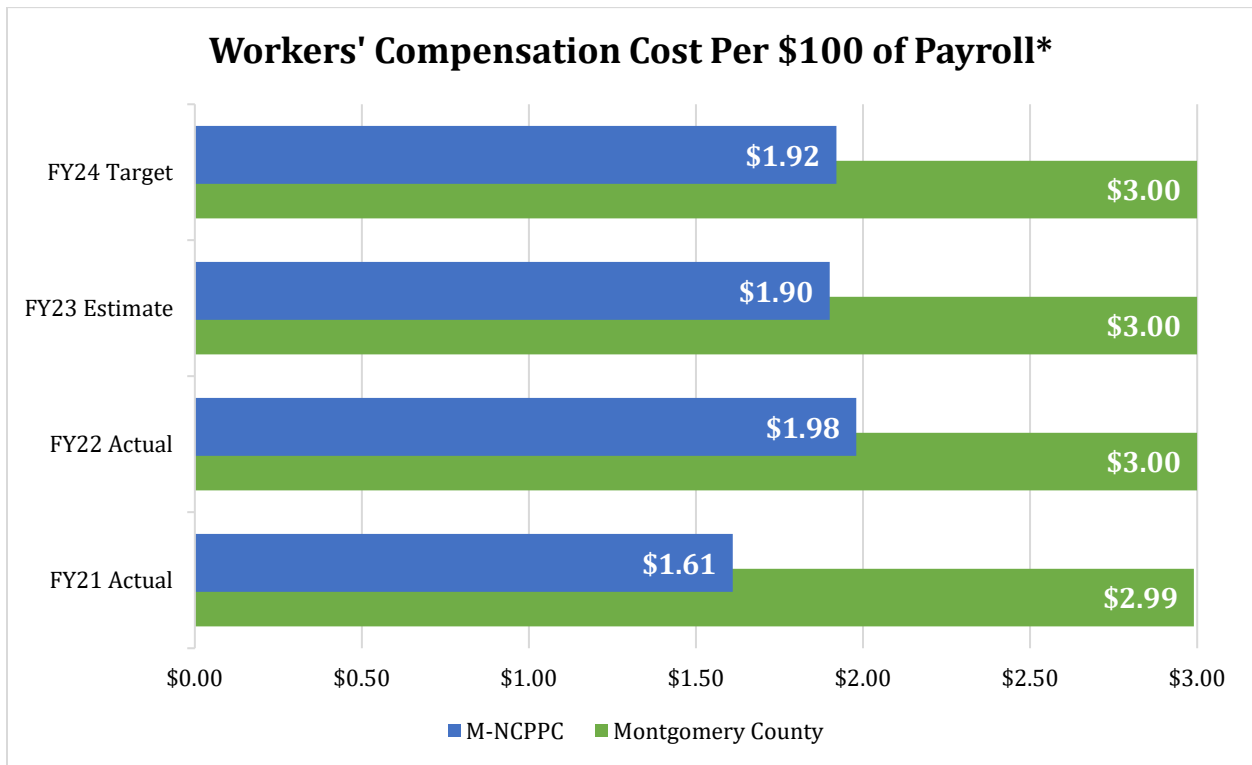
PERFORMANCE MEASURES



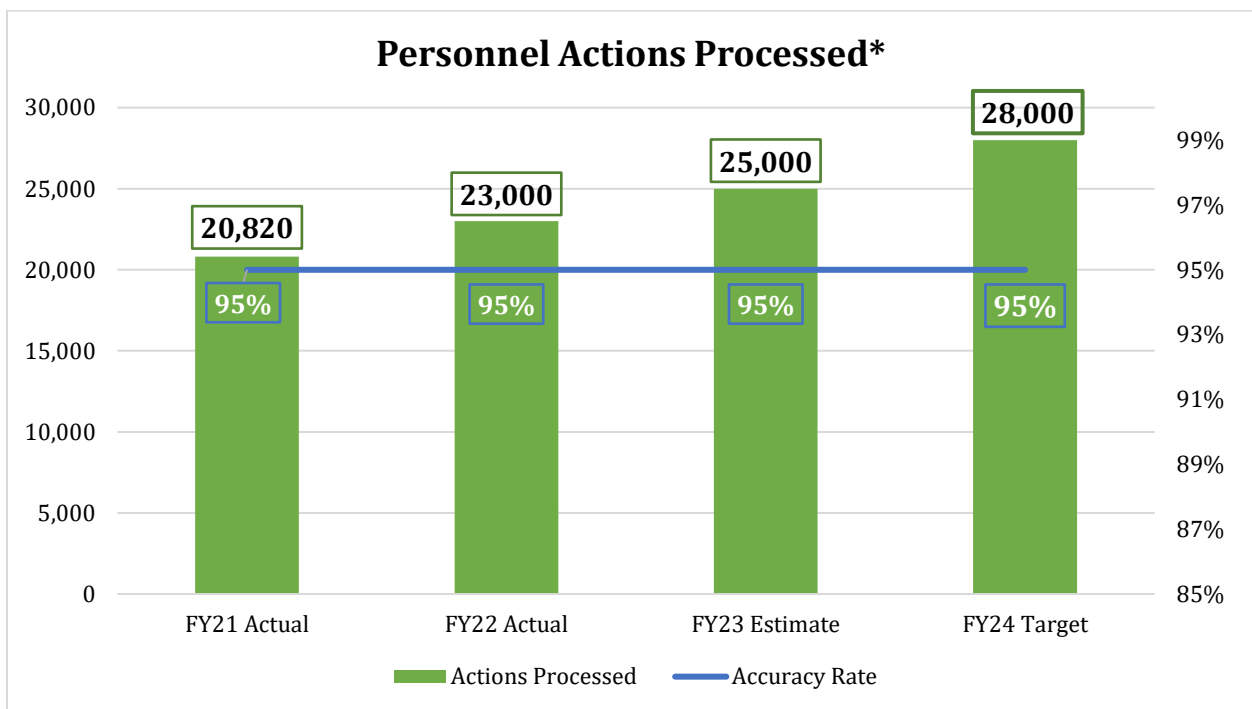
*The multi-year Classification and Compensation study is expected to be completed in FY23, resulting in a significant reduction in the number of specifications reviewed in FY24.



Central Administrative Services Department of Human Resources and Management



*Workers' Compensation data from Prince George's County has not yet been provided to the agency.

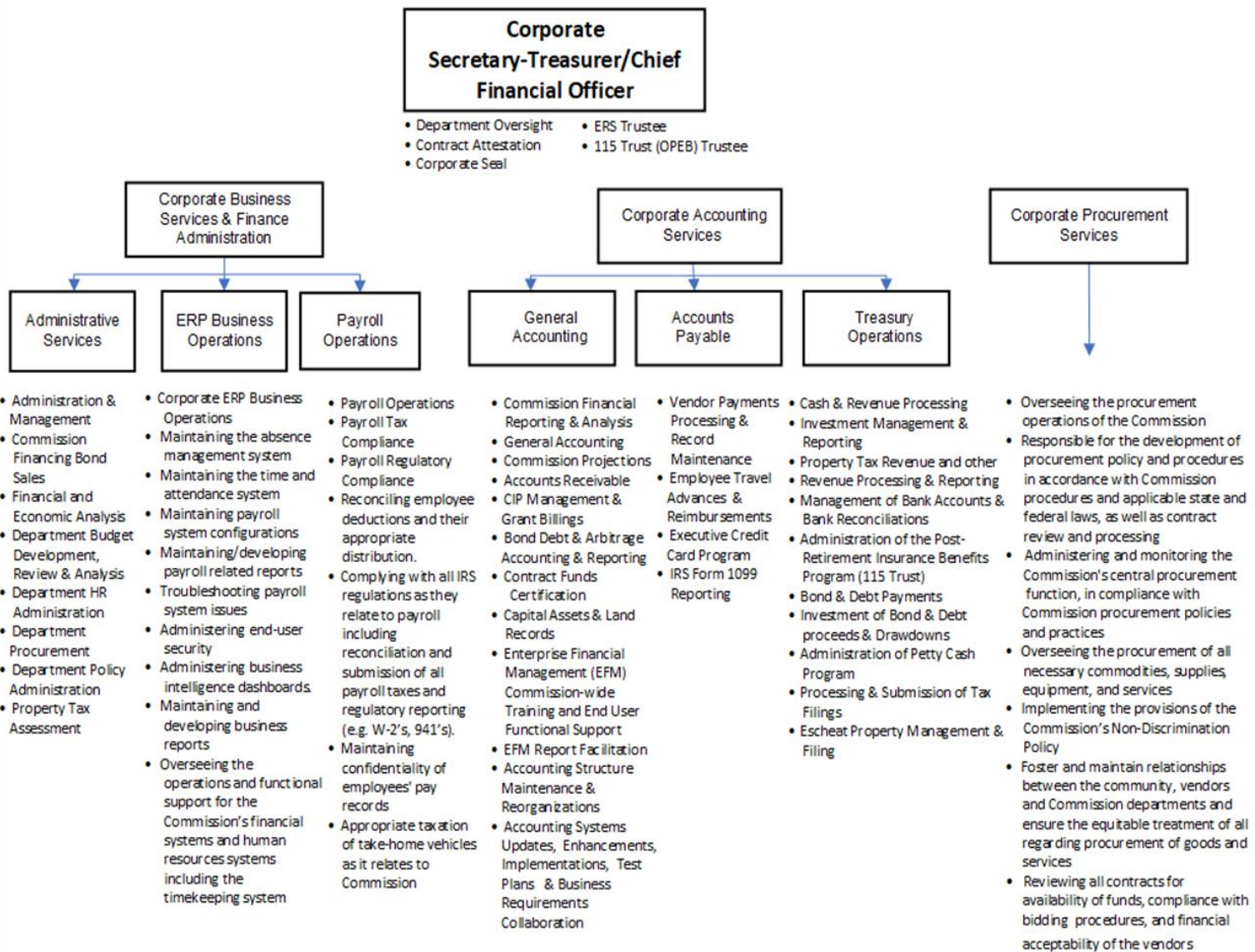


*These actions include hiring, seasonal contract renewals, merit increases and terminations.



ORGANIZATIONAL STRUCTURE

DEPARTMENT OF FINANCE



Central Administrative Services

Department of Finance

OVERVIEW

The Department of Finance (Department) is directed by the Secretary-Treasurer and guided by the Commission. The Secretary-Treasurer directs departmental duties and responsibilities to reflect the strategic priorities established by the Commission and the work programs as approved in the annual budget. Staff assignments may include inter-divisional, interdepartmental and inter-agency teams. The Department is organized into three divisions: 1) Corporate Business Services & Finance Administration, 2) Corporate Accounting Services, and 3) Corporate Procurement Services. The Department administers the organization's financial systems to ensure fiscal stability, public accountability, and the overall integrity of fiscal activities. The Department provides efficient, effective, and comprehensive financial services and analysis, debt management, payroll, accounting, procurement, investments and treasury operations, internal controls, and administration of the enterprise resource program platforms. Specific departmental objectives reflect priorities established by the Commission and the Secretary-Treasurer. The Department provides financial expertise and guidance to M-NCPPC operating departments and serves as a technical resource to Montgomery and Prince George's County governments, and other relevant outside entities, to ensure a financially sound organization.

MISSION

The Department of Finance's mission is to maintain a financially sound organization, including implementation of financial planning and controls, to support Commission programs, ensure fiscal accountability, and provide comprehensive financial services for Commission management. In carrying out this mission, the Department is responsible for maintaining strong internal controls and implementing and administering corporate management information systems by using advanced technologies.

PROGRAMS AND SERVICES PROVIDED

The Secretary-Treasurer is the Commission's fiscal advisor and is appointed to serve at the pleasure of the Commission and is the head of the Department of Finance. Departmental duties and responsibilities are directed by the Secretary-Treasurer for each program as approved in the annual budget.

Some of the functions of the Secretary-Treasurer include directing financial matters such as coordinating financial activities, services, and reports for internal and external entities, including but not limited to, the Commission and the Planning Boards; the Executive Director; M-NCPPC departments; County Councils; County Executive offices; other local, state, and federal agencies, and external auditors; exercising the fiduciary responsibility associated with managing public assets by protecting the agency's assets through the establishment of internal controls; developing, implementing, and monitoring compliance with financial policies and programs in conformance with authoritative governmental accounting, auditing, financial reporting, procurement and investment standards including, but not limited, to those of the Governmental Accounting Standards Board (GASB), the Government Finance Officers Association (GFOA), applicable State and federal laws, and other government industry standards, as appropriate; monitoring the agency's revenues and expenditures for compliance with Division II of the Land Use Article of the Annotated Code of Maryland and the agency's formally adopted budgets, and serving as Ex-Officio on the Retirement Plan Board of Trustees and Ex-Officio on the 115 Other Post-Employment Benefits (OPEB) Trust Fund.



Central Administrative Services Department of Finance

Corporate Business Services & Finance Administration Division has three (3) major work programs: Finance Administration, Payroll Operations, and ERP Business Operations Management.

Finance Administration is responsible for the Department's administration and management (provide corporate financial oversight and direct the overall operations of the Finance Department); budget development and monitoring; manage the debt program to finance capital equipment and the Commission's capital improvement projects; department procurement; departmental human resources; review department policies and procedures, and Property Tax Assessments.

Payroll Operations processes payroll in accordance with Merit System Rules and Regulations, collective bargaining agreements, and federal/state/local regulations; comply with all IRS regulations as they relate to payroll including reconciliation and submission of all payroll taxes and regulatory reporting; processes two bi-weekly payrolls for all agency employees; provide payroll related reporting and is responsible for payroll tax compliance.

ERP Business Operations Management is responsible for oversight and management of user-security, business intelligence reporting, change management, and change control of the ERP financial business systems, and provides operations support to the payroll, Kronos (time keeping system), general ledger and procurement systems. The section also offers financial analysis and reporting expertise to other Commission departments to enable them to make informed judgments and strategic financial planning decisions.

The Corporate Accounting Services Division has three (3) major programs: General Accounting, Accounts Payable and Treasury Operations.

General Accounting is responsible for recording and reporting financial transactions, and preparing financial statements in accordance with Generally Accepted Accounting Principles (GAAP); maintaining formal accounting, land and capital asset records; preparing financial schedules and documents for Commission financings; preparing quarterly budget projections; generating grant and other billings; providing Capital Improvement Program (CIP) accounting, analysis, reporting, and billings; providing contract fund certifications; reviewing actual expenditure and budget data in the Accounting System, coordinating the annual external audit; and preparing the Annual Comprehensive Financial Report (ACFR) and Uniform Financial Report for the State. This function also develops and provides Commission-wide end-user training and functional support for the Enterprise Financial Management (EFM) system, facilitates reporting and business requirements, and provides administrator services for other ancillary software and systems.

Accounts Payable is responsible for the processing and recording of vendor payments in accordance with Commission practices, policies and procedures; maintaining proper file management and vendor records; responding to internal and external payment status inquiries; and preparing form 1099s for vendors and submission to the IRS.

Treasury Operations is responsible for managing banking operations; managing cash and investments in accordance with Commission investment policies, which emphasize the protection of investment principal, sufficient liquidity to meet all cash flow requirements, and maximum return on investments subject to the first two objectives; Post-Retirement Insurance Benefits Program (115 Trust) Administration; Petty Cash Administration; Escheat Property Program management; processing and submission of tax filings; processing and recording property tax and other revenue and cash transactions; bond and other debt payments, and bond proceeds and



Central Administrative Services Department of Finance

drawdowns; preparing financial reports to provide historical and projected information on property tax collections and other revenue sources; preparing investment reconciliations and reports to inform management of investment returns and compliance with investment policy.

The Corporate Procurement Division major function is to oversee the procurement of all necessary commodities, supplies, equipment, and services that support the Commission's mission. As components of this primary function, the division is responsible for the development of procurement policy and procedures in accordance with Commission procedures and applicable state and federal laws, as well as contract review and processing. Administering and monitoring the Commission's central procurement function, in compliance with Commission procurement policies and practices. Implement the provisions of the Commission's Non-Discrimination Policy which promotes equal and fair competition between all vendors. Fostering and maintaining relationships between the community, vendors, and Commission departments and ensure the equitable treatment of all regarding procurement of goods and services. Review all contracts for availability of funds, compliance with bidding procedures, and financial acceptability of vendor.

Fiscal Year 2023 ACCOMPLISHMENTS

The Department received the Certificate of Achievement for Excellence in Financial Reporting for its Annual Comprehensive Financial Report (ACFR) from the Government Finance Officers Association of the United States and Canada for the 49th consecutive year in FY 2021. The Commission has received this award longer than any other organization in its category.

Other accomplishments:

- Completed the Prince George's County Seasonal Payroll Automation project for Kronos timekeeping migration as well as the implementation of the Kronos Advanced Scheduler for Prince George's County seasonal staff management.
- Completed the issuance of two bond sales for Montgomery County in the amount of \$13.1 million and for Prince George's County in the amount of \$12.0 million.
- Implemented the new Lease Accounting Standard GASB 87, which fundamentally changes lease recognition, measurement, and related disclosures for lessees and lessors.
- Completed the implementation of Gravity Software to move from a manual to an automated process for updating and publishing the Annual Comprehensive Financial Report.
- Updated the Procurement Regulations and the Purchase Card Manual.
- Completed the implementation of the Electronic Contract Routing process.
- Implementation of Local Small Business program supported by the Corporate Procurement Division.



Central Administrative Services Department of Finance

BUDGET AT A GLANCE

Summary of the Department of Finance Budget

	FY23 Adjusted Adopted	FY24 Proposed	% Change	% Allocated *
Montgomery County Budget				
Expenditures	\$2,538,075	\$2,866,765	13.0%	44.6%
Staffing				
Funded Career Positions	20.00	20.54	2.7%	42.8%
Funded Workyears	19.22	20.54	6.9%	42.8%
Prince George's County Budget				
Expenditures	\$3,140,178	\$3,561,540	13.4%	55.4%
Staffing				
Funded Career Positions	27.00	27.46	1.7%	57.2%
Funded Workyears	25.79	27.46	6.5%	57.2%
Combined Department Total Budget				
Expenditures	\$5,678,253	\$6,428,305	13.2%	100.0%
Staffing				
Funded Career Positions	47.00	48.00	2.1%	100.0%
Funded Workyears	45.01	48.00	6.6%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The FY24 proposed budget of \$6,428,305 reflects an additional \$750,052 or 13.2% increase from the FY23 adopted budget after chargebacks.

Personnel services increased by \$758,569 from merit increases, the conversion of two frozen positions into two full time positions and the addition of one new ERP position. Other operating charges decreased by \$4,216, and chargebacks increased by \$-4,301.

In developing the FY24 budget request, the Finance Department is requesting a few position changes to support succession planning, to obtain skill sets currently unavailable, and to start a rebuilding effort to raise the level of efficiency and effectiveness of the support Finance provides throughout the organization. The Department needs to modernize and transform its products, offerings, and services.

- Funding is requested for a new Deputy Chief Financial Officer position. This position will be converted from a currently frozen position of an Accounting Tech 2. This position will be key to modernizing the department's services. (Prince George's County \$132,662 and Montgomery County \$99,264).
- In anticipation of the Senior Leadership recommending an RFP be published to see the viability of vendors to replace the Commission's Financial and Human Resource Systems,



Central Administrative Services

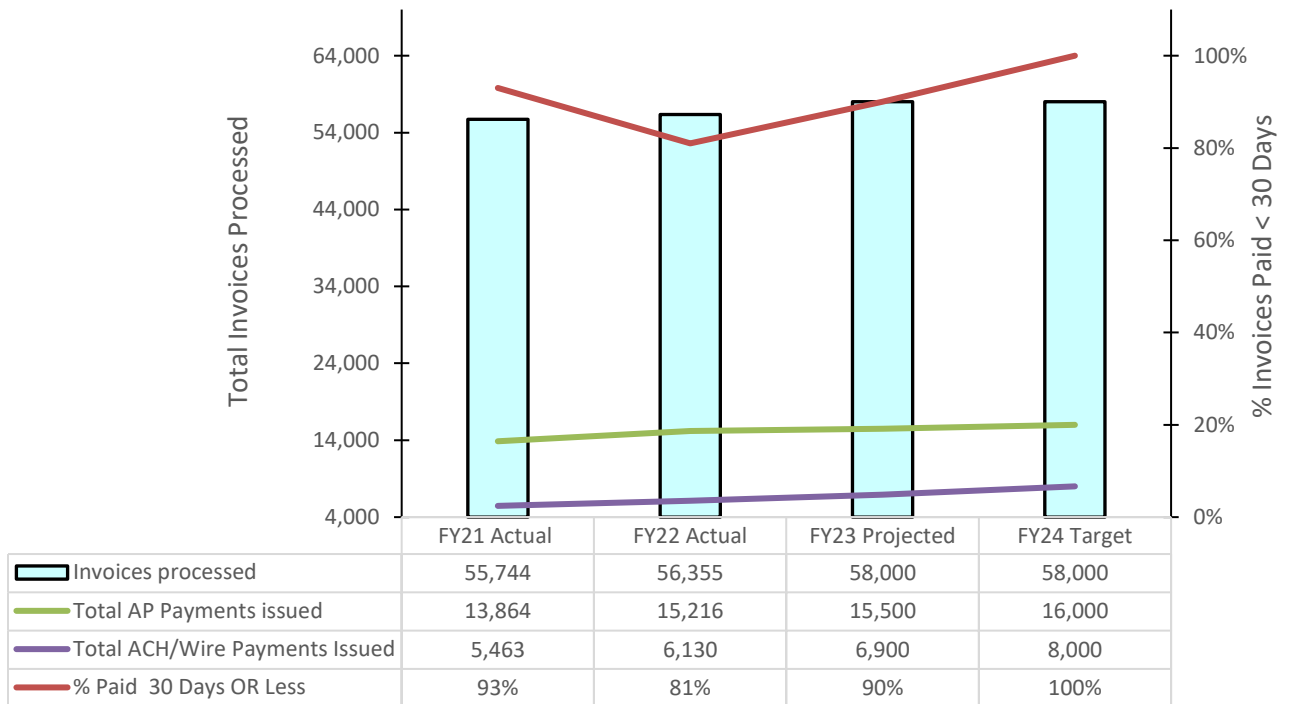
Department of Finance

resources are being requested to support this effort. Funding is requested for new Corporate Senior Applications Analyst for the ERP work program. This position will also be converted from a frozen position (Prince George’s County \$79,586 and Montgomery County \$59,551).

- Funding is also being requested for a new position of Corporate Applications Analyst for the ERP work program. This position (Prince George’s County \$69,671 and Montgomery County \$52,130) along with the Corporate Senior Applications Analyst position will be critical to a successful implementation, whether that is with a new vendor or upgrading with the current vendor. This additional staffing is important to have at the start of a new implementation or major upgrade. These two positions will work together to begin transforming and raising the service levels of the Department. These positions are subject to a \$61,200 credit to the Admin Funds via chargebacks to MC Parks \$19,323, PGC Parks \$25,391, and PGC Rec \$16,486.

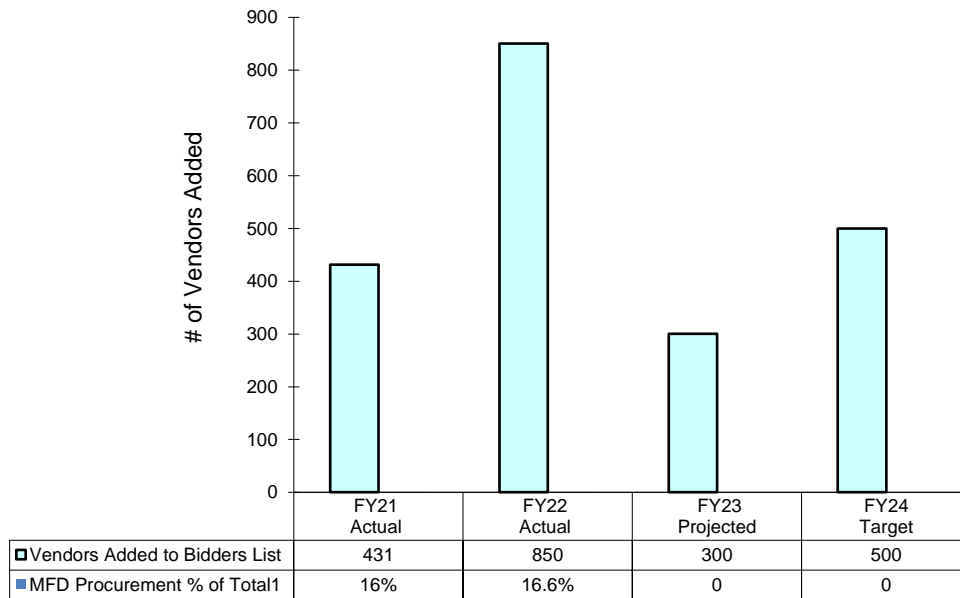
GOALS AND PERFORMANCE MEASURES

Accounts Payable



Central Administrative Services Department of Finance

Procurement Statistics



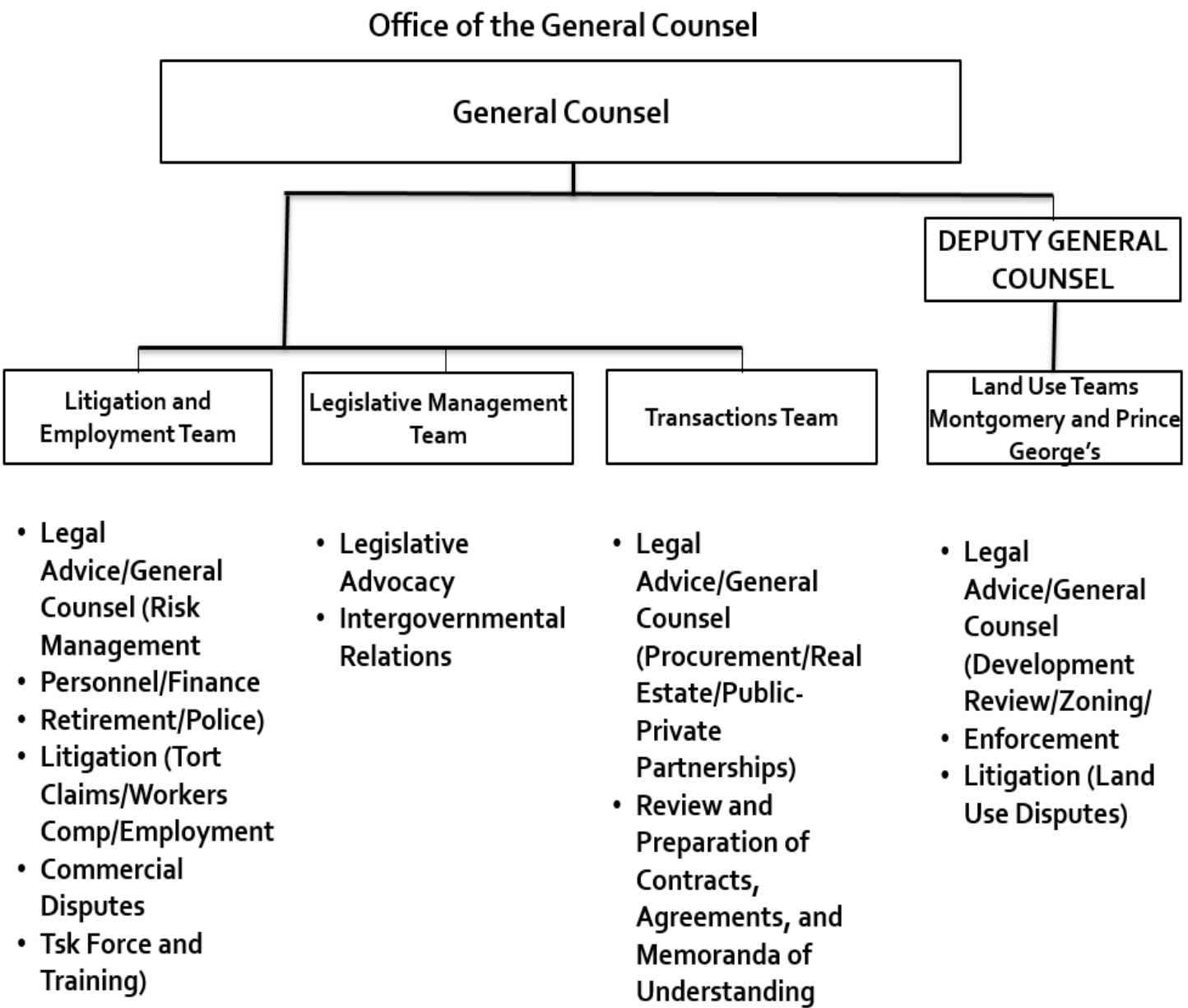
1) The MFD Procurement program was transferred to the DHRM Supplier Diversity program as of July 1, 2022.

Bond Rating Data

Rating Agency Information	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Target
Commission Montgomery County Bonds:				
Fitch Ratings	AAA	AAA	AAA	AAA
Moody's Investor Services Inc.	Aaa	Aaa	Aaa	Aaa
Standard & Poor's Rating Services	AAA	AAA	AAA	AAA
Commission Prince George's County Bonds:				
Fitch Ratings	AAA	AAA	AAA	AAA
Moody's Investor Services Inc.	Aaa	Aaa	Aaa	Aaa
Standard & Poor's Rating Services	AAA	AAA	AAA	AAA



ORGANIZATIONAL STRUCTURE



Central Administrative Services Legal Department

OVERVIEW

The Office of the General Counsel (OGC or Legal Department) delivers a comprehensive program of legal services to the Commission, supporting almost every facet of the agency's work program. The OGC guides the Commission's internal corporate operations; advises staff and the Planning Boards as they navigate their important quasi-judicial and regulatory responsibilities; advocates on the Commission's behalf in litigation before the state and federal courts; and participates in cross-functional teams assembled periodically to develop creative solutions to new challenges facing the Commission.

MISSION

The mission of the Office of the General Counsel is to provide cost effective legal advice and representation of the highest quality to The Maryland-National Capital Park and Planning Commission as a corporate entity. The primary emphases of the work program are providing proactive counsel, preventive advice, and early intervention to support decision-makers with a clear picture of all their lawful options.

PROGRAMS AND SERVICES PROVIDED

The OGC's four work programs are: General Counsel, Litigation, Legislation and Task Force Participation. To support these programs, staff attorneys are primarily grouped into five specialized work teams: Litigation and Employment Law; Transactions Practice; Legislative Management; Montgomery County Land Use; and Prince George's County Land Use. Each team is assigned responsibility for work through a matrix management model that includes the following eleven functional elements:

- Advice (Counsel)
- Support to Commission Hearings
- Civil Trial Litigation
- Judicial Review Litigation
- Administrative Litigation
- Appellate Litigation
- Business Transactions
- Property Management Transactions
- Procurement Transactions
- Regulatory Transactions
- Legislative Management



Central Administrative Services

Legal Department

ACCOMPLISHMENTS

Protecting the Public Interest in Litigation: During FY 2022, the OGC registered 23 new litigation cases and closed 26 cases – ending the year with 27 cases pending in state and federal courts. The cases closed during the year covered a variety of conventional disputes, including 4 ordinary tort claims, 5 employment claims, 7 workers compensation appeals, 10 administrative land use appeals 3 contract dispute, and 2 miscellaneous matters. The Commission litigation team consistently delivered successful results and handled several complex matters including construction, employment, and unique workers compensation and liability matters, and continued to move cases forward, all while adapting to the court and other litigation process changes and limitations associated with hybrid office and court protocols. The OGC provided advice for a myriad of novel legal and compliance issues arising in response to the novel coronavirus and the Commission’s vaccine mandate.

Proactive Legal Support for Commission Policy Makers: The Land Use Legal Team in Montgomery County assisted in drafting of new LATR Guidelines (Local Area Transportation Review) and associated Policies that define, for the first time, a methodology for assessing the appropriate exactions and payments for development projects, based on a reasonable nexus and proportionality standard. The Board’s Rules of Procedure, last reviewed in 2007, were revised and updated to reflect a more transparent and efficient process, and in coordination with the Communications Department, the Board’s website and public materials were made more accessible.

The Land Use Legal Team in Prince George’s County also assisted with an update of the Planning Board’s Rules of Procedure, last updated in 2008. The Team assisted with several complex development projects, navigating a complex regulatory regime that is in transition from one Zoning Ordinance and Subdivision Regulations dating from the 1960s, to a new updated version taking effect in 2022.

Based on an opinion from the Open Meetings Act Compliance Board, both Land Use teams worked with the Planning Divisions to help educate committees and groups that should be aware of the requirements of the Open Meetings Act. They provided guidance on the Commission’s Lobbying Disclosure Policy in order align it with current State Law and upgrade the registration interface to allow for easier submission of registrations and reports.

Building Quality of Life – One Transaction at a Time: Commission attorneys represented staff and the Planning Boards in the negotiation and development of dozens of complex agreements, memoranda of understanding (MOU), and policies related to the Commission’s park and recreation functions. Examples of important projects initiated or completed during FY 2022 include: acquisition of property on East-West Highway to create a new South Silver Spring Recreational Park for a diverse, underserved and growing community; an Electric Charging Vehicle License Agreement with PEPCO which allows installment of 17 charging stations in Montgomery County Parks; acquisition of approximately 473 acres to expand Broad Run Stream Valley Park; fee simple acquisitions for Keppler Road, Lake Arbor Golf Course and the Bischoff properties in Prince George’s County; an MOU with Prince George’s County to contribute funds toward construction of the new Ripken Field; a maintenance MOU with Anne Arundel County for the pedestrian/biker bridge over the Patuxent River; negotiations for the acquisition of property in Largo, Maryland for



Central Administrative Services Legal Department

a new site for the Prince George's County Planning Department and Department of Parks and Recreation; an MOU to participate the first "Feed the Fridge" Program in the Prince George's County Department of Parks and Recreation; ongoing legal support to update the Commission's MPIA Practice, Procedures and Training, Lobbying Registration Practice, Procedures and Training; comprehensive review of Open Meetings Act Compliance; ongoing legal support to update the Commission's MBE and purchasing policies; and ongoing legal support as the Commission continues to manage COVID-19 related issues (i.e. property management; partial openings; vaccine mandates and template forms to address evolving situations).

Legislative Support: The Legal Team helped to amend the Prince George's County Recreation Blue Ribbon Workgroup local bill (the "Recreation Bill"). As it was initially conceived, among other things, this local bill would have authorized the creation of a Prince George's County Recreation authority that was "not affiliated with the M-NCPPC," and a "blue ribbon" workgroup to study "which functions of the M-NCPPC could be assumed by a new recreation authority." In addition to engaging directly with several legislators to lobby the bill, OGC also deployed tactical support from several agency leaders and operatives from the agency's contract lobbying firms. OGC also worked as a real-time clearing house for retirees and other community advocates who sought information to participate in the legislative process. Efforts the OGC made in Annapolis to secure amendments to the Recreation Bill thereby paved the way for adoption of the M-NCPPC amendments into a consolidated/omnibus set of amendments which effectively removed the authorization for the creation of a new entity, leaving in-tact the study portions of the bill. Now, M-NCPPC leaders are participating in the study process.

BUDGET AT A GLANCE

The OGC's FY24 Proposed Budget will reflect the impact of various departures followed by new hires and/or promotions filled at higher-than-mid range salaries due to labor market pressures, combined with a shift resulting from this year's CAS allocation from Montgomery to Prince George's. We propose to add a new attorney position, a Senior Counsel for Compliance, the first new OGC position requested in 6 years. After providing for the combined fiscal impact of approved merit and make-up merit increases, including expected increases in fringe benefit costs, along with salary savings from turnover, the fiscal impact of our personnel budget is a net increase of \$166,012 resulting in personnel services allocated to the respective administrative funds as follows:

- Montgomery County Administration Fund: \$1,720,898 (0.1% increase)
- Prince George's County Administration Fund: \$1,742,069 (10.4% increase)

These figures reflect the updated labor allocation formula between Montgomery and Prince George's Counties respectively, 49.6% to 50.4%.



Central Administrative Services Legal Department

Summary of Legal Department Budget

	FY23 Adjusted Adopted	FY24 Proposed	% Change	% Allocated *
Montgomery County Budget				
Expenditures	\$1,718,594	\$1,720,898	0.1%	49.7%
Staffing				
Funded Career Positions	14.00	13.89	-0.8%	49.6%
Funded Workyears	14.00	13.89	-0.8%	49.6%
Prince George's County Budget				
Expenditures	\$1,578,361	\$1,742,069	10.4%	50.3%
Staffing				
Funded Career Positions	13.00	14.11	8.5%	50.4%
Funded Workyears	13.00	14.11	8.5%	50.4%
Combined Department Total Budget				
Expenditures	\$3,296,955	\$3,462,967	5.0%	100.0%
Staffing				
Funded Career Positions	27.00	28.00	3.7%	100.0%
Funded Workyears	27.00	28.00	3.7%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

In addition to our request for one new attorney position, our proposed estimates are based on nearly level funding and a modest pass through of interdepartmental chargebacks. The proposed estimates will be subject to change to reflect final pension and/or OPEB numbers.

A new Senior Compliance Counsel position (**\$152,505**) is proposed to address an increasing number of complex regulatory matters involving internal Commission functions which have required significant time and attention over the past two to three years. These regulatory matters include the requirements of the Maryland Public Information Act (MPIA), Maryland Open Meetings Act (OMA), the Lobbying Disclosure and Registration regulations, in addition to the myriad of internal practices and procedures that Commission has adopted over many years.



Central Administrative Services

Office of the Inspector General

OVERVIEW

The Office of the Inspector General (OIG) obtains its authority through the Annotated Code of Maryland §15-501-508. The OIG assists the Maryland-National Capital Park and Planning Commission (Commission) by providing independent evaluations and recommendations regarding opportunities to preserve the Commission's reputation and improve the effectiveness, productivity, and efficiency of Commission programs, policies, practices, and operations. The OIG also investigates and reports on instances of fraud, waste, and abuse of Commission property or funds.

The Inspector General is appointed by and reports to the Commission's Audit Committee (AC). The AC is comprised of four voting members, one Commissioner from each of the Planning Boards, and two public members. The Commission Chair serves as an ex officio nonvoting member of the AC.

MISSION

The mission of the OIG is to provide independent objective audit/review and risk assessment services designed to add value and improve the operations of the Commission.

ACCOMPLISHMENTS

The OIG facilitated a Commission-wide risk assessment in May 2022. As part of the assessment process, the OIG meet with key stakeholders throughout the Commission to identify auditable units, inherent risks, and mitigating controls. The results of the assessment provided the basis for the FY23 Audit Plan, which was subsequently approved by the AC. These activities furthered the OIG's obligation to timely identify the most critical risks and vulnerabilities in Commission programs and operations.

- Performance audits provide objective analysis to assist management and those charged with governance and oversight. Identified issues, risks, and recommendations resulted in improved program performance and operations, reduction in costs, and a stronger internal control environment. The OIG completed nine (9) performance audits in FY22, covering (6) six processes/programs and three (3) facilities.
- The OIG completed six (6) fraud, waste, and abuse investigations, six (6) limited investigations, and one (1) management advisory (i.e., consulting service) in FY22.
- The OIG completed ten (10) follow-up reviews in FY22. Upon completion of the follow-up reviews, the OIG was able to conclude 24 of the 33 (72.7%) audit recommendations reviewed were satisfactorily resolved.



Central Administrative Services Office of the Inspector General

BUDGET AT A GLANCE

Summary of Office of the Inspector General

	FY23 <u>Adjusted</u> <u>Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>	% <u>Allocated *</u>
Montgomery County Budget				
Expenditures	\$447,986	\$540,361	20.6%	42.9%
Staffing				
Funded Career Positions	3.00	2.57	-14.3%	36.7%
Funded Workyears	3.20	2.77	-13.4%	36.9%
Prince George's County Budget				
Expenditures	\$647,533	\$719,960	11.2%	57.1%
Staffing				
Funded Career Positions	4.00	4.43	10.8%	63.3%
Funded Workyears	4.30	4.73	10.0%	63.1%
Combined Department Total Budget				
Expenditures	\$1,095,519	\$1,260,321	15.0%	100.0%
Staffing				
Funded Career Positions	7.00	7.00	0.0%	100.0%
Funded Workyears	7.50	7.50	0.0%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The OIG provides Commission-wide professional auditing, investigation, and advisory services. The OIG's FY24 proposed budget does not include any new positions or initiatives.

The OIG's total proposed budget of \$1.26M includes \$164,802 (15.0%) in increased funding requests when compared to FY23. The OIG's FY24 budget is split between Montgomery County and Prince George's County 42.9%/57.1% respectively.

Most of OIG's base budget increase can be attributed to approved salary and benefit costs. The OIG is staffed with 7 career positions, including the Inspector General and a part-time (.50) intermittent position. Although no new positions are being requested in FY24, two (2) positions approved in FY23 were budgeted at 75% (e.g., delayed hire date). FY24 salaries and benefit projections include full year funding for all OIG positions (7.5). Prince George's County Department of Park and Recreation funds one OIG position, which resulted in an (\$5,993) increase in chargebacks.



Central Administrative Services Office of the Inspector General

GOALS AND PERFORMANCE MEASURES

Goals:

- The Inspector General shall coordinate with the Audit Committee to develop a written annual Audit Plan based on an assessment of relative risks.
- Provide independent objective audit/review and consulting services designed to add value and improve the operations of the Commission.
- Maintain a systematic disciplined approach to evaluate and improve the effectiveness of governance, risk management, internal control processes, compliance with all applicable rules and regulations, and reliable financial reporting.
- Promote fiduciary responsibility throughout the Commission.

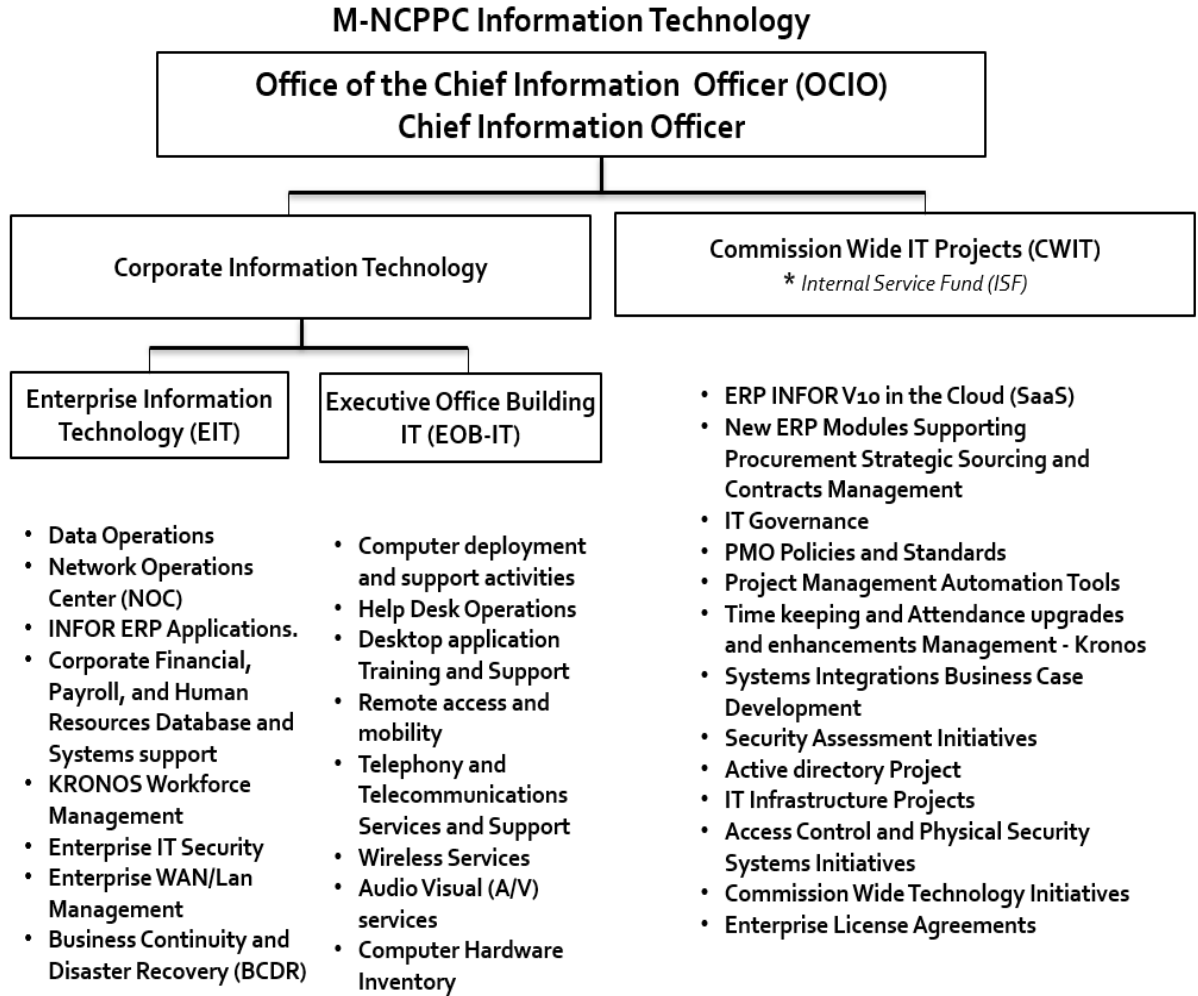
Performance Measures:

- Completion of annual risk assessment to assist in identifying critical risks and vulnerabilities in the Commission's programs and operations.
- Development and approval of annual Audit Plan based on the results of the risk assessment.
- Completion of performance audits in accordance with *Government Auditing Standards* issued by the Government Accountability Office. Completion of fraud, waste, and abuse investigations in accordance with *Generally Accepted Principles and Quality Standards* issued by the Association of Inspectors General.
- Promulgation of Audit Reports promoting accountability, efficiency, and effectiveness of Commission programs and operations, while keeping management fully and currently informed about deficiencies in Commission activities, as well as the necessity for and progress of corrective action.



Central Administrative Services Corporate IT

ORGANIZATIONAL STRUCTURE



** Internal Service Fund (ISF)*



Central Administrative Services

Corporate IT

OVERVIEW

Corporate IT provides agency-wide Information Technology (IT) infrastructure standards, core business systems, data security, and service and support to all Departments in the Commission. The department also implements and administers IT governance policies established by the Chief Information Officer (CIO) to ensure accountability and protect of the agency’s data.

Corporate IT is comprised of two Divisions: Enterprise IT (EIT) and Executive Office Building IT (EOB-IT). The EIT team is responsible for administering agency-wide infrastructure and producing consistent and timely communication of agency-wide IT standards and procedures. EIT also implements and administers security governance policies to ensure the protection of Commission data.

EOB-IT is responsible for delivering of applications and end user services to Central Administrative Services (CAS) staff. This includes providing help desk services, managing virtual desktop environments, and providing support solutions for agencywide systems including Enterprise Resource Planning (ERP), timekeeping, payroll and Human Resource (HR) operations.

MISSION

Corporate IT’s mission is to ensure the delivery of cutting-edge technology-based solutions to address Commission requirements, to integrate and automate information systems, and protect the agency’s data.

PROGRAMS AND SERVICES PROVIDED

The Department is responsible for supporting and maintaining the following systems and processes:

AGENCY-WIDE SYSTEMS	
Kronos Time & Attendance	Accounts Payable Online Processing
EnergyCap Utility Management	NEOGOV Recruitment and Onboarding
Sympro Investment and Debt Management	Enterprise Asset Management
Lawson Budgeting and Planning	INSITE Employee Intranet

INFOR ENTERPRISE RESOURCE PLANNING (ERP)	
Accounting	Employee Records
Procurement	Benefits Administration
Fixed Assets Management	Salary Administration
Strategic Sourcing	Training & Development
Contracts Management	Safety & Health

AGENCY-WIDE PROCESSES & PROGRAMS	
MHC Document Management	Archive Records Management System
Kinsey Reporting	FileHold Archiving Software
Purchase Card System	SharePoint Services
Safety Shoe Program	Verdiem Surveyor System



Central Administrative Services Corporate IT

ePersonality	Disaster Recovery and COOP
DSS Employee Document Self Service	Facility Security Systems (Lenel)
Oracle & SQL Databases	Symantec Enterprise Backup System
Personnel Action Automation	Labor Soft Grievance Hosted Service
Employees' Retirement System	

CENTRAL ADMINISTRATIVE SERVICES IT MANAGEMENT	
Help Desk Services	VMWARE Virtual Servers
Microsoft Office 365	VMWARE Virtual Desktops
Mobile Device Management	

FY23 ACCOMPLISHMENTS

Executive Office Building IT (EOB-IT):

Major EOB-IT efforts include the digitization of paper forms and Portable Document Format (PDFs) to fillable PDFs. More than 75 forms were completed for this project. An additional 50 forms will be converted during the upcoming year.

The agency's vaccine compliance and record collection app was further enhanced with the modification to allow staff to upload vaccine booster related documents. The app has proven effective in providing dynamic statistics on the current state of vaccination across the agency.

Laptops with a layer of secured configurations, monitors, and other peripherals were procured and deployed to users to enhance security.

Enterprise IT (EIT):

EIT continued to provide cybersecurity enhancements to strengthen the agency's infrastructure, networks, and its computing environment. An industry top performing endpoint security solution utilizing dynamic and interactive cybersecurity services was deployed to further enhance the agency's security posture. Additionally, several cybersecurity policies and supporting operating procedures were completed this budget year.

The agency continues to advance Office 365 (O365) Security to safeguard the increased use of email for documents requiring electronic signatures, etc. This included enabling email encryption and other security protections. Updated security rules and data management controls for sharing unencrypted personal information, (e.g., credit card information) and policies to prevent emails from being automatically bulk forwarded to personal email accounts were introduced.

This division is also responsible for the deployment of the agency-wide Security Awareness Training program. This program has been in place for several years to educate employees about current security threats, which is a critical first line of defense against intruders. This initiative has proven to be very effective in improving employee awareness and reducing the agency's IT security risks.



Central Administrative Services Corporate IT

BUDGET AT A GLANCE

Summary of Corporate IT Budget

	FY23 <u>Adjusted</u> <u>Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>	% <u>Allocated *</u>
Montgomery County Budget				
Expenditures	\$1,666,050	\$1,975,369	18.6%	56.8%
Staffing				
Funded Career Positions	9.00	10.00	11.1%	50.0%
Funded Workyears	9.00	10.00	11.1%	50.0%
Prince George's County Budget				
Expenditures	\$1,232,472	\$1,501,225	21.8%	43.2%
Staffing				
Funded Career Positions	9.00	10.00	11.1%	50.0%
Funded Workyears	9.00	10.00	11.1%	50.0%
Combined Department Total Budget				
Expenditures	\$2,898,522	\$3,476,594	19.9%	100.0%
Staffing				
Funded Career Positions	18.00	20.00	11.1%	100.0%
Funded Workyears	18.00	20.00	11.1%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The FY24 proposed budget for is \$3,476,594, representing a \$578,072 (19.9%) increase from FY23 adopted levels.

Personnel Services: This category includes an increase of 13.2%. The proposed budget includes adjustments for compensation, retirement and benefits. Corporate IT is requesting the following positions which add \$289,056 to the base budget request.

- **Web System Specialist (\$144,528)** – With the public demand for improved accessibility to Commission information on the website, a Web System Specialist is needed to keep current and maintain the look and feel of the updated website. With hundreds of pages, a dedicated person is necessary to ensure the new site stays relevant and that the agency continues to provide up to date information and resources.
- **Cybersecurity Specialist (\$144,528)** – The Cybersecurity Specialist is needed to implement security measures to protect enterprise networks and coordinate with cybersecurity specialists in the Departments that secure departmental specific systems. The continually changing digital landscape presents new challenges regularly, and a dedicated person specializing in securing data networks, preventing security breaches, developing response procedures, and making changes to improve security is the best way to combat these threats. This person will also be involved in conducting security assessments and the



Central Administrative Services Corporate IT

implementation of corrective action resulting from recommendations produced by the assessments.

While the main website is on the same platform as Prince George's Planning, Parks and Recreation, this position will be focused on maintaining the bi-county pages of the website and administering agency-wide systems and applications that either are web-related or integrate with the website.

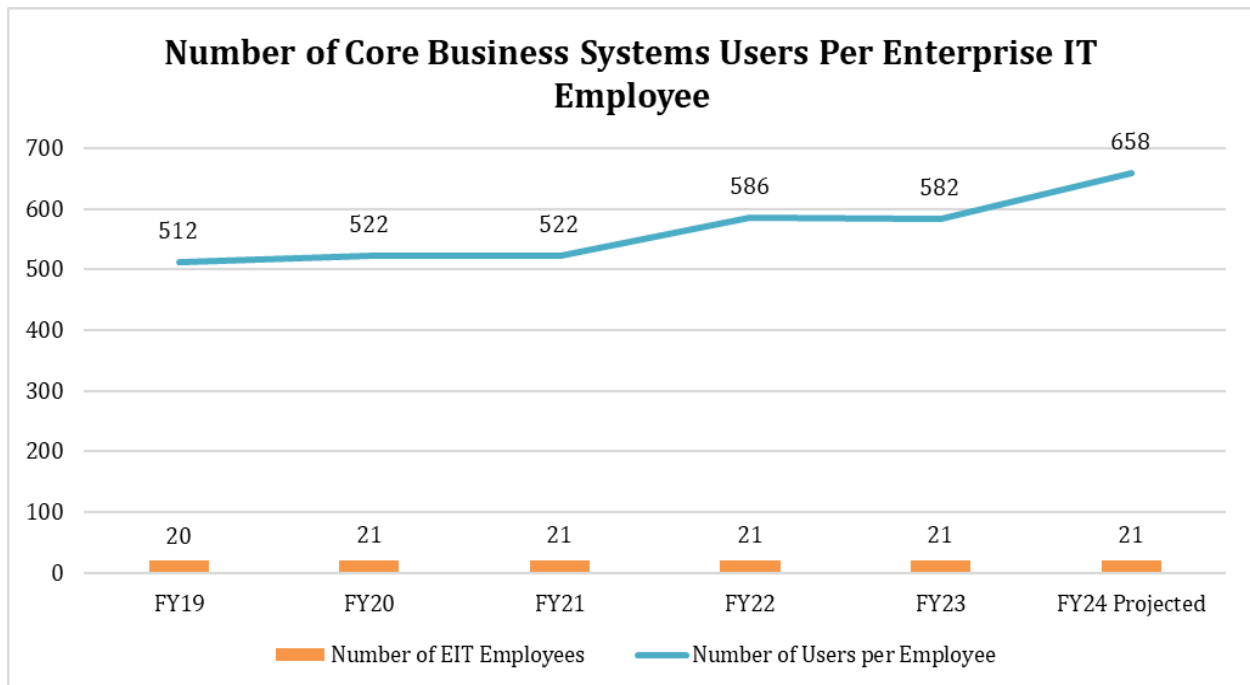
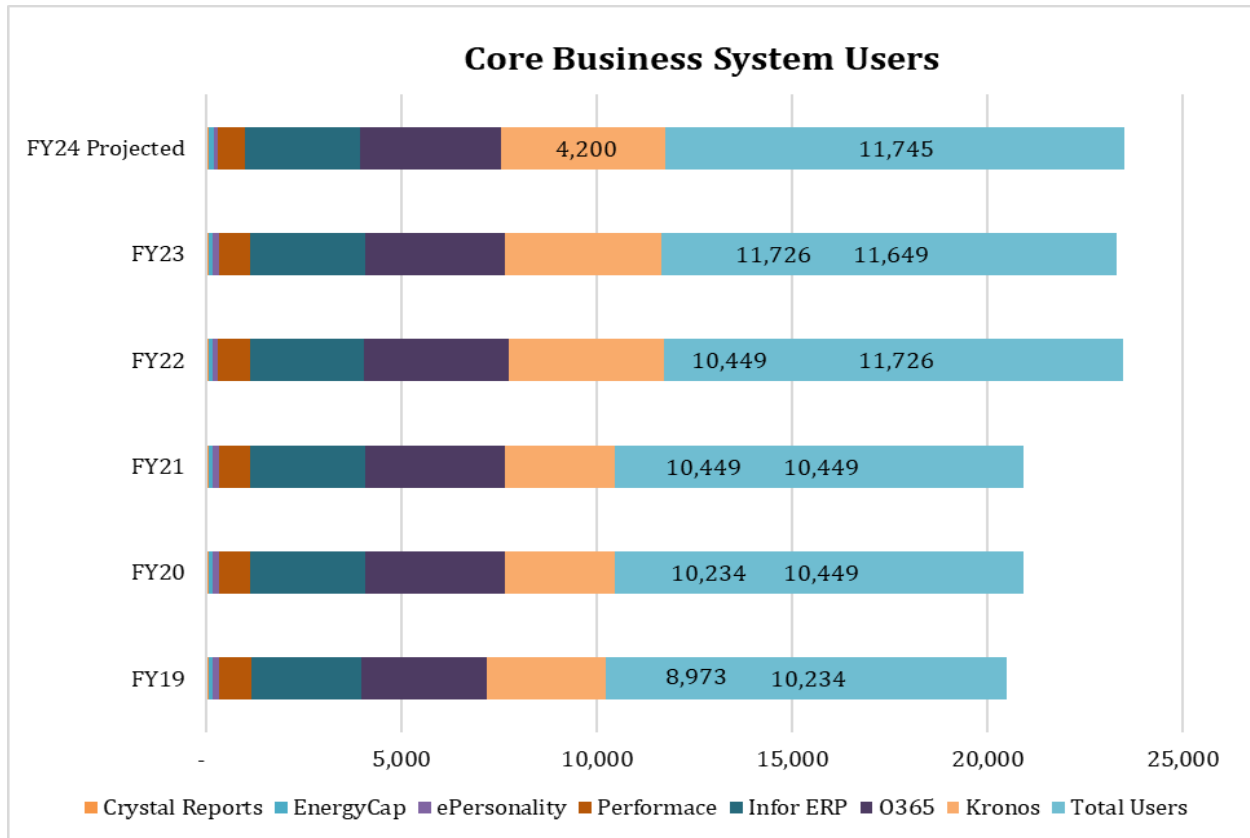
Supplies and Equipment: This budget covers IT equipment for CAS employees and technology operations in the Executive Office Building. These expenses are proposed to increase by \$42,000 due to inflation, availability of hardware, the replacement of dated equipment, network switches, and the need to restore this budget after prior year cuts.

Other Services and Charges: This budget includes certain software licenses, hardware maintenance, and continuing education for our IT professionals to make the shift to updated technology services. The proposed \$257,936 increase incorporates significant escalation in annual renewals and support for legacy systems (some increases are as high as 15%). Chargebacks have also increased to meet the increase in personnel services projections.

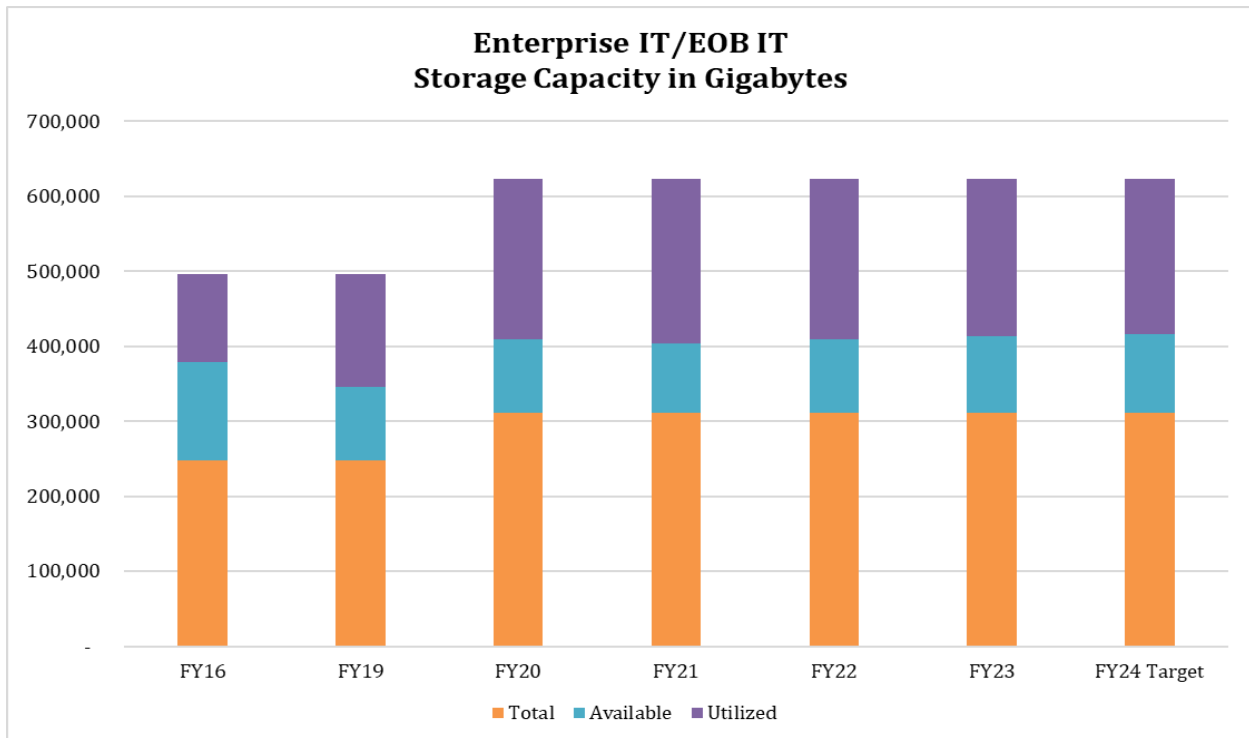
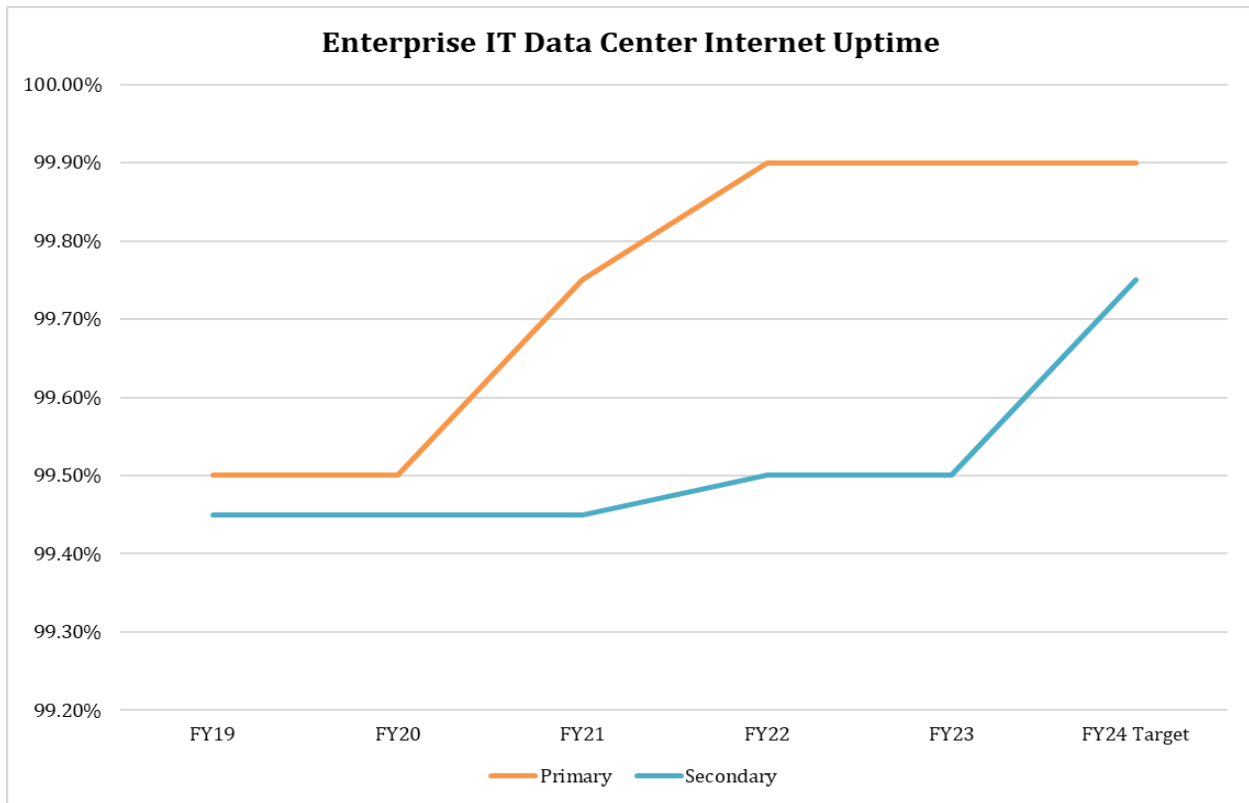


Central Administrative Services Corporate IT

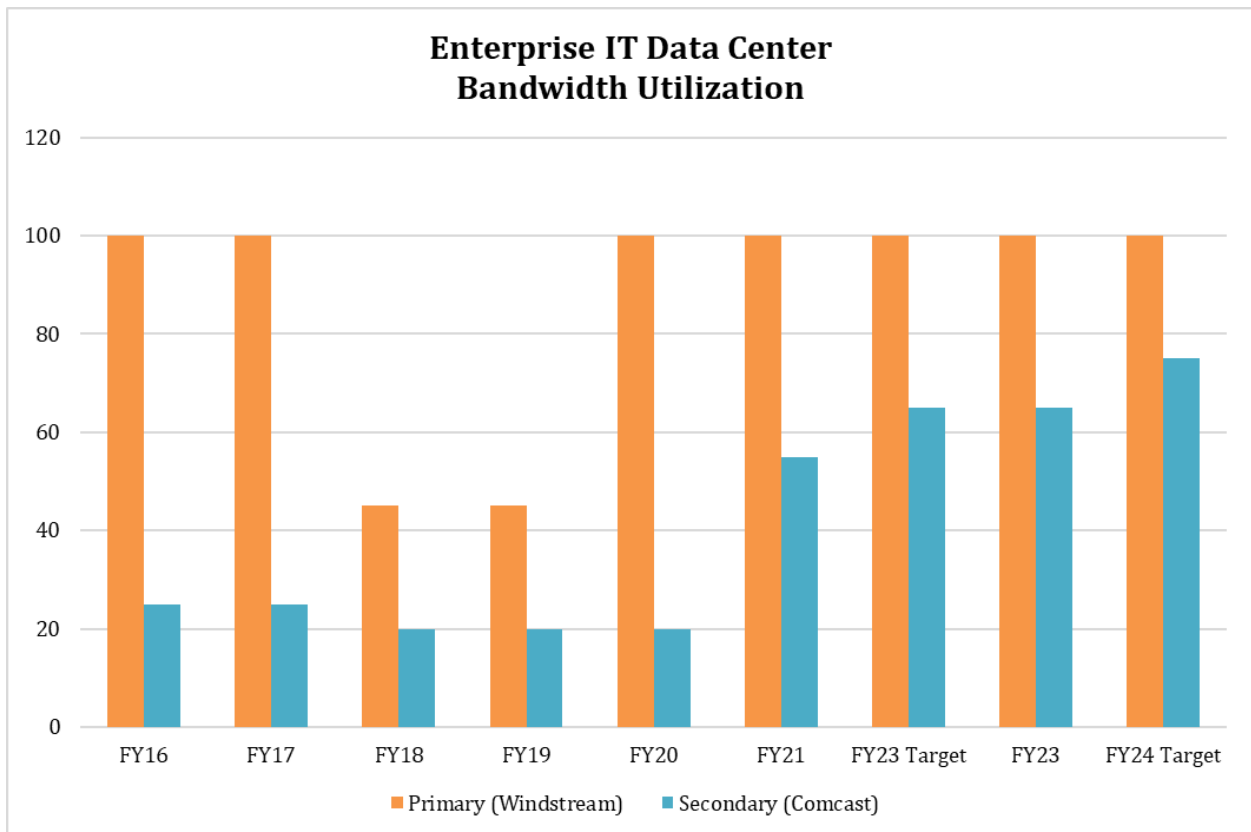
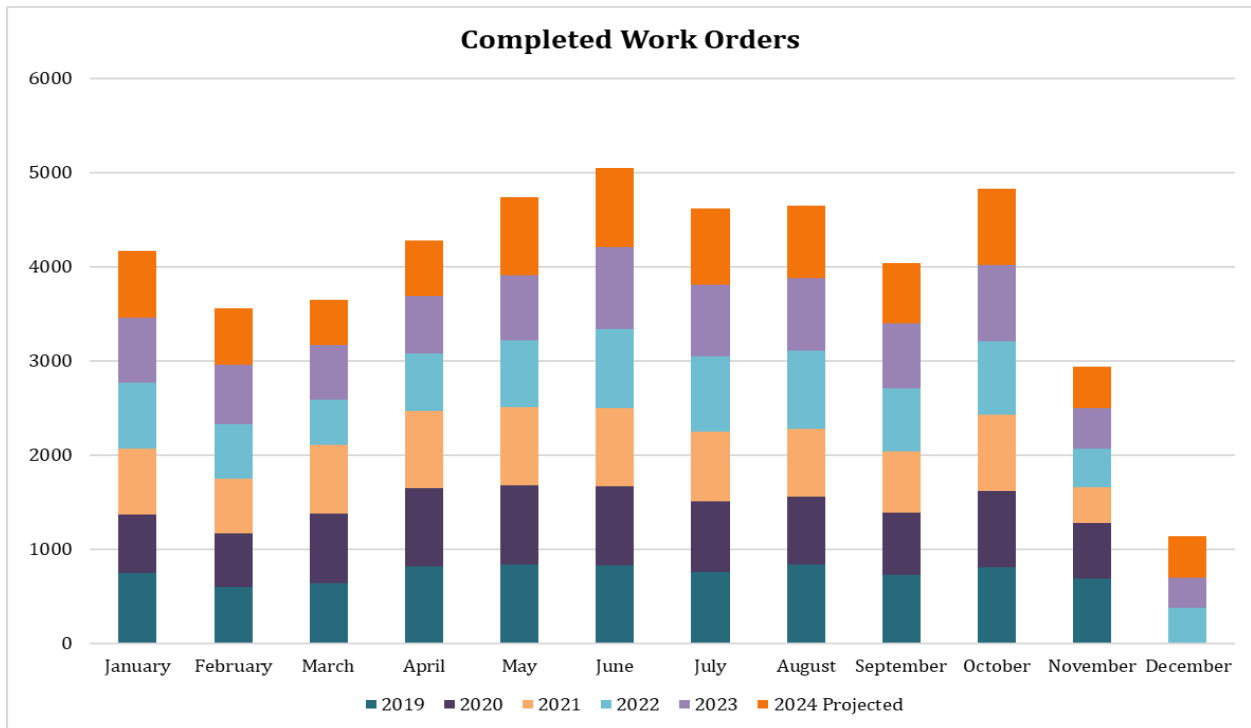
GOALS AND PERFORMANCE MEASURES



Central Administrative Services Corporate IT



Central Administrative Services Corporate IT



Central Administrative Services CAS Support Services

MISSION AND OVERVIEW

The mission of the Central Administrative Services Support Services is to provide support to the departments that make up the Central Administrative Services (CAS).

PROGRAMS AND SERVICES PROVIDED

The Central Administrative Services Support Services budget accounts for non-discretionary shared operating expenses attributable to the Department of Human Resources and Management, Department of Finance, Legal Department, and the Office of the Inspector General, Office of the Chief Information Officer, and Merit System Board as they provide corporate administrative governance and support to the agency as a whole.

FY22 ACCOMPLISHMENTS

- Improved cost containment and reduced expenditures through managing shared resources across all offices within Central Administrative Services,

FY23-24 PRIORITIES

- Continue to effectively manage shared resources (e.g., telecommunications, postage, printing services, utilities, etc.) to maximize efficiency and cost containment.

BUDGET AT A GLANCE

Summary of CAS Support Services Budget

	FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>	% <u>Allocated *</u>
Montgomery County Budget				
Expenditures	\$666,128	\$728,999	9.4%	44%
Prince George's County Budget				
Expenditures	\$841,933	\$921,272	9.4%	56%
Combined Department Total Budget				
Expenditures	\$1,508,061	\$1,650,271	9.4%	100%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The total FY24 proposed budget is \$1,650,271, which is an increase of 9.4% (\$142,210) over FY23.

Based on the cost allocation analysis by the Corporate Budget Division, the Commission approved FY24 budget funding allocation between the counties remains the same as FY22 with 44.0% to Montgomery County and 55.0% to Prince George's County. Major components of the budget are described below:



Central Administrative Services

CAS Support Services

Personnel Services: This category is for state unemployment insurance reimbursements. The CAS Support Services budget does not include funding for any positions.

Supplies and Materials: This category covers shared technology and equipment, minor office fixtures, and other supplies shared by departments and units.

Other Services and Charges: This category covers telecommunications, utilities, postage, document production, occupancy, and insurance.

The main cost driver of the budget (77% or \$1,278,171) is occupancy, which has increased 5.2% compared to FY23 levels due to:

- **Tenant Changes:** Prince George's Parks and Recreation Information Technology and Communications Division moved out of the EOB, whereupon CAS took over part of this space. The remaining space will become common space, spread out across all tenants, increasing the allocation of space to CAS.
- **Executive Office Building Repairs and Updates:** Expenses for cleaning, personal protective equipment, supplies, building system maintenance, and telephone system upgrades are charged to CAS through rent, which has been increased by 4% for FY24.

Additionally, the CAS portion of Workers' Compensation and liability funding is projected to increase from \$26,800 in FY23 to \$48,000 in FY24.



Central Administrative Services

Merit System Board

MISSION AND OVERVIEW

The Merit System Board is authorized by the Commission's enabling legislation. It is an impartial Board composed of three public members.

The Merit System Board's mission is to oversee the Commission's Merit System, uphold employee rights guaranteed under the Merit System, recommend employment and compensation policies to the Commission, and serve as the final administrative appellate body for employment matters pertaining to non-represented Merit System employees.

PROGRAMS AND SERVICES PROVIDED

The duties of the Merit System Board are to:

- Review, hear, and make decisions on appeals of adverse actions (e.g., termination, demotion, loss of pay, etc.).
- Review, hear, and make decisions on appeals of concerns that have not been resolved through the agency's administrative grievance process.
- Consider input from employees and management on issues pertaining to the Merit System.
- Propose recommended changes to Merit System Rules and Regulations, with support of the agency's Corporate Policy Division and input from employees and management, to the Commission for adoption.
- Propose recommended changes to compensation and classification plans, with support of the Human Resources Division, to the Commission.
- Report on matters relating to the Merit System to the Commission.

FY22 ACCOMPLISHMENTS

The Merit System Board closed 50 cases, received 53 new appeals and reviewed and approved three classifications series reviews submitted by the Department of Human Resources and Management.

FY23-24 PRIORITIES

Continue to provide:

- Timely review of cases.
- Objective review of matters and policy recommendations before the Board.
- Quality services to the agency and employees.



Central Administrative Services Merit System Board

BUDGET AT A GLANCE

Summary of Merit System Board Budget

	FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>	% <u>Allocated *</u>
Montgomery County Budget				
Expenditures	\$86,273	\$84,249	-2.3%	50.0%
Staffing				
Funded Career Positions	2.00	2.00	0.0%	50.0%
Funded Workyears	1.00	1.00	0.0%	50.0%
Prince George's County Budget				
Expenditures	\$86,273	\$84,249	-2.3%	50.0%
Staffing				
Funded Career Positions	2.00	2.00	0.0%	50.0%
Funded Workyears	1.00	1.00	0.0%	50.0%
Combined Department Total Budget				
Expenditures	\$172,546	\$168,498	-2.3%	100.0%
Staffing				
Funded Career Positions	4.00	4.00	0.0%	100.0%
Funded Workyears	2.00	2.00	0.0%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The Merit System Board Budget is proposed at \$168,498, which reflects a slight decrease of 2.3% (\$4,048) from FY23. Both counties fund the Merit Board's budget equally.

Total funded career positions remain unchanged for FY24. Projected expenditures vary by caseload from year to year and are not predictable. In a heavy caseload year, the Board may need to request supplemental funding. Major components of the budget are listed below:

Personnel Services: This category includes salary and benefits for 1 part-time Merit System administrator and 3 part-time contract Board members. Salaries of the appointed Board members are determined by the Commission. The FY24 proposed budget is projected to decrease by 1.8% (\$2,548) due to adjustments in estimated administrator hours.

Supplies and Materials: This category supports the operations of the Board and has increased slightly by 11.1% (\$200).

Other Services and Charges: This category is for outside legal counsel and transcription services and is projected to decrease by 5.3 % (\$1,700) compared to FY23.



Central Administrative Services

Summary of CAS Department Budgets

CENTRAL ADMINISTRATIVE SERVICES Expenditures by Department by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Department of Human Resources and Management					
Montgomery County					
Personnel Services	2,153,070	2,745,838	2,745,838	3,275,726	19.3%
Supplies and Materials	35,509	29,474	29,474	32,357	9.8%
Other Services and Charges	839,601	393,975	393,975	515,632	30.9%
Capital Outlay	12,493	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(453,139)	(310,038)	(310,038)	(304,025)	-1.9%
Total	2,587,534	2,859,249	2,859,249	3,519,690	23.1%
Prince George's County					
Personnel Services	3,111,160	4,102,773	4,102,773	4,772,763	16.3%
Supplies and Materials	51,309	44,027	44,027	47,143	7.1%
Other Services and Charges	1,149,965	539,249	539,249	707,306	31.2%
Capital Outlay	18,052	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(957,443)	(751,168)	(751,168)	(762,367)	1.5%
Total	3,373,043	3,934,881	3,934,881	4,764,845	21.1%
Combined Total					
Personnel Services	5,264,230	6,848,611	6,848,611	8,048,489	17.5%
Supplies and Materials	86,818	73,501	73,501	79,500	8.2%
Other Services and Charges	1,989,566	933,224	933,224	1,222,938	31.0%
Capital Outlay	30,545	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(1,410,582)	(1,061,206)	(1,061,206)	(1,066,392)	0.5%
Total	5,960,577	6,794,130	6,794,130	8,284,535	21.9%
Department of Finance					
Montgomery County					
Personnel Services	2,440,260	2,759,777	2,759,777	3,092,615	12.1%
Supplies and Materials	37,636	25,894	25,894	30,174	16.5%
Other Services and Charges	437,982	273,404	273,404	266,499	-2.5%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(515,233)	(521,000)	(521,000)	(522,523)	0.3%
Total	2,400,645	2,538,075	2,538,075	2,866,765	13.0%
Prince George's County					
Personnel Services	3,256,764	3,707,582	3,707,582	4,133,313	11.5%
Supplies and Materials	50,299	34,606	34,606	40,326	16.5%
Other Services and Charges	545,405	330,590	330,590	323,279	-2.2%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(911,262)	(932,600)	(932,600)	(935,378)	0.3%
Total	2,941,206	3,140,178	3,140,178	3,561,540	13.4%
Combined Total					
Personnel Services	5,697,024	6,467,359	6,467,359	7,225,928	11.7%
Supplies and Materials	87,935	60,500	60,500	70,500	16.5%
Other Services and Charges	983,387	603,994	603,994	589,778	-2.4%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(1,426,495)	(1,453,600)	(1,453,600)	(1,457,901)	0.3%
Total	5,341,851	5,678,253	5,678,253	6,428,305	13.2%



Central Administrative Services

Summary of CAS Department Budgets

CENTRAL ADMINISTRATIVE SERVICES Expenditures by Department by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Legal Department					
Montgomery County					
Personnel Services	1,962,428	2,442,877	2,442,877	2,404,955	-1.6%
Supplies and Materials	19,219	16,873	16,873	27,720	64.3%
Other Services and Charges	327,165	233,270	233,270	274,396	17.6%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(678,959)	(974,426)	(974,426)	(986,173)	1.2%
Total	1,629,853	1,718,594	1,718,594	1,720,898	0.1%
Prince George's County					
Personnel Services	1,923,564	2,260,825	2,260,825	2,443,743	8.1%
Supplies and Materials	18,392	16,147	16,147	27,280	68.9%
Other Services and Charges	320,685	226,274	226,274	267,353	18.2%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(858,752)	(924,885)	(924,885)	(996,307)	7.7%
Total	1,403,889	1,578,361	1,578,361	1,742,069	10.4%
Combined Total					
Personnel Services	3,885,992	4,703,702	4,703,702	4,848,698	3.1%
Supplies and Materials	37,611	33,020	33,020	55,000	66.6%
Other Services and Charges	647,850	459,544	459,544	541,749	17.9%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(1,537,711)	(1,899,311)	(1,899,311)	(1,982,480)	4.4%
Total	3,033,742	3,296,955	3,296,955	3,462,967	5.0%
Merit System Board					
Montgomery County					
Personnel Services	62,232	69,223	69,223	67,949	-1.8%
Supplies and Materials	-	900	900	1,000	11.1%
Other Services and Charges	-	16,150	16,150	15,300	-5.3%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	62,232	86,273	86,273	84,249	-2.3%
Prince George's County					
Personnel Services	62,232	69,223	69,223	67,949	-1.8%
Supplies and Materials	-	900	900	1,000	11.1%
Other Services and Charges	-	16,150	16,150	15,300	-5.3%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	62,232	86,273	86,273	84,249	-2.3%
Combined Total					
Personnel Services	124,464	138,446	138,446	135,898	-1.8%
Supplies and Materials	-	1,800	1,800	2,000	11.1%
Other Services and Charges	-	32,300	32,300	30,600	-5.3%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	124,464	172,546	172,546	168,498	-2.3%



Central Administrative Services

Summary of CAS Department Budgets

CENTRAL ADMINISTRATIVE SERVICES Expenditures by Department by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Office of Inspector General					
Montgomery County					
Personnel Services	315,426	385,975	385,975	473,304	22.6%
Supplies and Materials	255	2,597	2,597	2,596	0.0%
Other Services and Charges	17,111	59,414	59,414	64,461	8.5%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	332,792	447,986	447,986	540,361	20.6%
Prince George's County					
Personnel Services	440,983	711,939	711,939	785,645	10.4%
Supplies and Materials	356	3,752	3,752	3,753	0.0%
Other Services and Charges	20,757	81,528	81,528	86,241	5.8%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(145,850)	(149,686)	(149,686)	(155,679)	4.0%
Total	316,246	647,533	647,533	719,960	11.2%
Combined Total					
Personnel Services	756,409	1,097,914	1,097,914	1,258,949	14.7%
Supplies and Materials	611	6,349	6,349	6,349	0.0%
Other Services and Charges	37,868	140,942	140,942	150,702	6.9%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(145,850)	(149,686)	(149,686)	(155,679)	4.0%
Total	649,038	1,095,519	1,095,519	1,260,321	15.0%
Corporate IT					
Montgomery County					
Personnel Services	1,153,360	1,389,721	1,389,721	1,573,852	13.2%
Supplies and Materials	94,714	55,300	55,300	76,300	38.0%
Other Services and Charges	868,755	815,367	815,367	947,806	16.2%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(563,343)	(594,338)	(594,338)	(622,589)	4.8%
Total	1,553,486	1,666,050	1,666,050	1,975,369	18.6%
Prince George's County					
Personnel Services	1,171,963	1,389,720	1,389,720	1,573,852	13.2%
Supplies and Materials	109,783	55,300	55,300	76,300	38.0%
Other Services and Charges	876,759	818,308	818,308	943,805	15.3%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(964,552)	(1,030,856)	(1,030,856)	(1,092,732)	6.0%
Total	1,193,953	1,232,472	1,232,472	1,501,225	21.8%
Combined Total					
Personnel Services	2,325,323	2,779,441	2,779,441	3,147,704	13.2%
Supplies and Materials	204,497	110,600	110,600	152,600	38.0%
Other Services and Charges	1,745,514	1,633,675	1,633,675	1,891,611	15.8%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(1,527,895)	(1,625,194)	(1,625,194)	(1,715,321)	5.5%
Total	2,747,439	2,898,522	2,898,522	3,476,594	19.9%



Central Administrative Services

Summary of CAS Department Budgets

CENTRAL ADMINISTRATIVE SERVICES Expenditures by Department by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
CAS Support Services					
Montgomery County					
Personnel Services	9,664	4,400	4,400	8,360	90.0%
Supplies and Materials	25,819	15,400	15,400	16,720	8.6%
Other Services and Charges	598,436	646,328	646,328	703,919	8.9%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	633,919	666,128	666,128	728,999	9.4%
Prince George's County					
Personnel Services	12,102	5,600	5,600	10,640	90.0%
Supplies and Materials	32,332	19,600	19,600	21,280	8.6%
Other Services and Charges	747,605	816,733	816,733	889,352	8.9%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	792,039	841,933	841,933	921,272	9.4%
Combined Total					
Personnel Services	21,766	10,000	10,000	19,000	90.0%
Supplies and Materials	58,151	35,000	35,000	38,000	8.6%
Other Services and Charges	1,346,041	1,463,061	1,463,061	1,593,271	8.9%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	1,425,958	1,508,061	1,508,061	1,650,271	9.4%
COMBINED SUMMARY FOR CAS DEPARTMENTS					
Montgomery County					
Personnel Services	8,096,440	9,797,811	9,797,811	10,896,761	11.2%
Supplies and Materials	213,152	146,438	146,438	186,867	27.6%
Other Services and Charges	3,089,050	2,437,908	2,437,908	2,788,013	14.4%
Capital Outlay	12,493	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(2,210,674)	(2,399,802)	(2,399,802)	(2,435,310)	1.5%
Total	9,200,461	9,982,355	9,982,355	11,436,331	14.6%
Prince George's County					
Personnel Services	9,978,768	12,247,662	12,247,662	13,787,905	12.6%
Supplies and Materials	262,471	174,332	174,332	217,082	24.5%
Other Services and Charges	3,661,176	2,828,832	2,828,832	3,232,636	14.3%
Capital Outlay	18,052	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(3,837,859)	(3,789,195)	(3,789,195)	(3,942,463)	4.0%
Total	10,082,608	11,461,631	11,461,631	13,295,160	16.0%
Combined Total					
Personnel Services	18,075,208	22,045,473	22,045,473	24,684,666	12.0%
Supplies and Materials	475,623	320,770	320,770	403,949	25.9%
Other Services and Charges	6,750,226	5,266,740	5,266,740	6,020,649	14.3%
Capital Outlay	30,545	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	(6,048,533)	(6,188,997)	(6,188,997)	(6,377,773)	3.1%
Total	19,283,069	21,443,986	21,443,986	24,731,491	15.3%



Central Administrative Services

Summary of CAS Positions and Workyears

CENTRAL ADMINISTRATIVE SERVICES POSITIONS/WORKYEARS POSITION DETAIL BY DEPARTMENT BY COUNTY

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
DEPARTMENT OF HMN. RES. & MGMT.						
<i>Montgomery County</i>						
Full-Time Career	17.42	17.07	17.64	17.44	20.35	20.35
Part-Time Career	0.50	0.25	0.50	0.25	0.41	0.33
Career Total	17.92	17.32	18.14	17.69	20.76	20.68
Term Contract	1.00	0.75	1.00	0.75	0.81	0.77
Seasonal/Intermittent		-		-		-
Less Lapse		(1.00)		(1.00)		(1.00)
Subtotal Dept of Hmn. Res. & Mgmt.	18.92	17.07	19.14	17.44	21.57	20.45
<i>Prince George's County</i>						
Full-Time Career	23.58	23.43	26.36	26.06	29.65	29.65
Part-Time Career	0.50	0.25	0.50	0.25	0.59	0.47
Career Total	24.08	23.68	26.86	26.31	30.24	30.12
Term Contract	1.00	1.25	1.00	1.25	1.19	1.11
Seasonal/Intermittent		-		-		-
Less Lapse		(1.00)		(1.00)		(1.00)
Subtotal Dept of Hmn. Res. & Mgmt.	25.08	23.93	27.86	26.56	31.43	30.23
TOTAL						
Full-Time Career	41.00	40.50	44.00	43.50	50.00	50.00
Part-Time Career	1.00	0.50	1.00	0.50	1.00	0.80
Career Total	42.00	41.00	45.00	44.00	51.00	50.80
Term Contract	2.00	2.00	2.00	2.00	2.00	1.88
Seasonal/Intermittent		-		-		-
Less Lapse		(2.00)		(2.00)		(2.00)
Total Dept of Hmn. Res. & Mgmt.	44.00	41.00	47.00	44.00	53.00	50.68
DEPARTMENT OF FINANCE						
<i>Montgomery County</i>						
Full-Time Career	19.57	19.26	19.57	19.22	20.54	20.54
Part-Time Career	0.43	-	0.43	-	-	-
Career Total	20.00	19.26	20.00	19.22	20.54	20.54
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Subtotal Department of Finance	20.00	19.26	20.00	19.22	20.54	20.54
<i>Prince George's County</i>						
Full-Time Career	26.43	25.74	26.43	25.79	27.46	27.46
Part-Time Career	0.57	-	0.57	-	-	-
Career Total	27.00	25.74	27.00	25.79	27.46	27.46
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Subtotal Department of Finance	27.00	25.74	27.00	25.79	27.46	27.46
TOTAL						
Full-Time Career	46.00	45.00	46.00	45.01	48.00	48.00
Part-Time Career	1.00	-	1.00	-	-	-
Career Total	47.00	45.00	47.00	45.01	48.00	48.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Total Department of Finance	47.00	45.00	47.00	45.01	48.00	48.00



Central Administrative Services

Summary of CAS Positions and Workyears

CENTRAL ADMINISTRATIVE SERVICES POSITIONS/WORKYEARS POSITION DETAIL BY DEPARTMENT BY COUNTY

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
LEGAL DEPARTMENT						
<i>Montgomery County</i>						
Full-Time Career	13.00	13.00	14.00	14.00	13.89	13.89
Part-Time Career	-	-	-	-	-	-
Career Total	13.00	13.00	14.00	14.00	13.89	13.89
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Subtotal Legal Department	13.00	13.00	14.00	14.00	13.89	13.89
<i>Prince George's County</i>						
Full-Time Career	12.00	12.00	13.00	13.00	14.11	14.11
Part-Time Career	-	-	-	-	-	-
Career Total	12.00	12.00	13.00	13.00	14.11	14.11
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Subtotal Legal Department	12.00	12.00	13.00	13.00	14.11	14.11
TOTAL						
Full-Time Career	25.00	25.00	27.00	27.00	28.00	28.00
Part-Time Career	-	-	-	-	-	-
Career Total	25.00	25.00	27.00	27.00	28.00	28.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Total Legal Department	25.00	25.00	27.00	27.00	28.00	28.00
MERIT SYSTEM BOARD						
<i>Montgomery County</i>						
Full-Time Career	-	-	-	-	-	-
Part-Time Career	2.00	1.00	2.00	1.00	2.00	1.00
Career Total	2.00	1.00	2.00	1.00	2.00	1.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Subtotal Merit System Board	2.00	1.00	2.00	1.00	2.00	1.00
<i>Prince George's County</i>						
Full-Time Career	-	-	-	-	-	-
Part-Time Career	2.00	1.00	2.00	1.00	2.00	1.00
Career Total	2.00	1.00	2.00	1.00	2.00	1.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Subtotal Merit System Board	2.00	1.00	2.00	1.00	2.00	1.00
TOTAL						
Full-Time Career	-	-	-	-	-	-
Part-Time Career	4.00	2.00	4.00	2.00	4.00	2.00
Career Total	4.00	2.00	4.00	2.00	4.00	2.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Less Lapse	-	-	-	-	-	-
Total Merit System Board	4.00	2.00	4.00	2.00	4.00	2.00



Central Administrative Services

Summary of CAS Positions and Workyears

CENTRAL ADMINISTRATIVE SERVICES POSITIONS/WORKYEARS POSITION DETAIL BY DEPARTMENT BY COUNTY

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
OFFICE OF INSPECTOR GENERAL						
<i>Montgomery County</i>						
Full-Time Career	2.00	2.00	3.00	3.00	2.57	2.57
Part-Time Career	-	-	-	-	-	-
Career Total	2.00	2.00	3.00	3.00	2.57	2.57
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		0.20		0.20		0.20
Less Lapse		-		-		-
Subtotal Inspector General	2.00	2.20	3.00	3.20	2.57	2.77
<i>Prince George's County</i>						
Full-Time Career	3.00	3.00	4.00	4.00	4.43	4.43
Part-Time Career	-	-	-	-	-	-
Career Total	3.00	3.00	4.00	4.00	4.43	4.43
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		0.30		0.30		0.30
Less Lapse		-		-		-
Subtotal Inspector General	3.00	3.30	4.00	4.30	4.43	4.73
TOTAL						
Full-Time Career	5.00	5.00	7.00	7.00	7.00	7.00
Part-Time Career	-	-	-	-	-	-
Career Total	5.00	5.00	7.00	7.00	7.00	7.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		0.50		0.50		0.50
Less Lapse		-		-		-
Total Inspector General	5.00	5.50	7.00	7.50	7.00	7.50
CORPORATE IT						
<i>Montgomery County</i>						
Full-Time Career	8.84	8.84	9.00	9.00	10.00	10.00
Part-Time Career	-	-	-	-	-	-
Career Total	8.84	8.84	9.00	9.00	10.00	10.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Subtotal Corporate IT	8.84	8.84	9.00	9.00	10.00	10.00
<i>Prince George's County</i>						
Full-Time Career	9.16	9.16	9.00	9.00	10.00	10.00
Part-Time Career	-	-	-	-	-	-
Career Total	9.16	9.16	9.00	9.00	10.00	10.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Subtotal Corporate IT	9.16	9.16	9.00	9.00	10.00	10.00
TOTAL						
Full-Time Career	18.00	18.00	18.00	18.00	20.00	20.00
Part-Time Career	-	-	-	-	-	-
Career Total	18.00	18.00	18.00	18.00	20.00	20.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		-		-		-
Less Lapse		-		-		-
Total Corporate IT	18.00	18.00	18.00	18.00	20.00	20.00



Central Administrative Services

Summary of CAS Positions and Workyears

CENTRAL ADMINISTRATIVE SERVICES POSITIONS/WORKYEARS POSITION DETAIL BY DEPARTMENT BY COUNTY

	FY 22		FY 23		FY 24	
	POS	WYS	POS	WYS	POS	WYS
TOTAL CENTRAL ADMINSTRATIVE SERVICES						
<i>Montgomery County</i>						
Full-Time Career	60.83	60.17	63.21	62.66	67.35	67.35
Part-Time Career	2.93	1.25	2.93	1.25	2.41	1.33
Career Total	63.76	61.42	66.14	63.91	69.76	68.68
Term Contract	1.00	0.75	1.00	0.75	0.81	0.77
Seasonal/Intermittent		0.20		0.20		0.20
Less Lapse		(1.00)		(1.00)		(1.00)
Subtotal CAS	64.76	61.37	67.14	63.86	70.57	68.65
<i>Prince George's County</i>						
Full-Time Career	74.17	73.33	78.79	77.85	85.65	85.65
Part-Time Career	3.07	1.25	3.07	1.25	2.59	1.47
Career Total	77.24	74.58	81.86	79.10	88.24	87.12
Term Contract	1.00	1.25	1.00	1.25	1.19	1.11
Seasonal/Intermittent		0.30		0.30		0.30
Less Lapse		(1.00)		(1.00)		(1.00)
Subtotal CAS	78.24	75.13	82.86	79.65	89.43	87.53
TOTAL						
Full-Time Career	135.00	133.50	142.00	140.51	153.00	153.00
Part-Time Career	6.00	2.50	6.00	2.50	5.00	2.80
Career Total	141.00	136.00	148.00	143.01	158.00	155.80
Term Contract	2.00	2.00	2.00	2.00	2.00	1.88
Seasonal/Intermittent		0.50		0.50		0.50
Less Lapse		(2.00)		(2.00)		(2.00)
Total CAS	143.00	136.50	150.00	143.51	160.00	156.18



Central Administrative Services

Administration Fund – Non-Departmental, Other and Transfers

OVERVIEW

This Section accounts for those items that are included in the Administration Fund’s budget but are not allocated to specific departments or units:

- Other Post-Employment Benefits (OPEB)
- Compensation increases (compensation markers for total Administration Fund)
- Inter-fund transfers
- Reserve accounts

BUDGET AT A GLANCE

Summary of Non Departmental, Transfers, and Other Budget

Budget	FY23	FY24	%
	<u>Adjusted Adopted</u>	<u>Proposed</u>	<u>Change</u>
OPEB Prefunding	\$ 1,053,371	\$ 964,910	-8.4%
OPEB PayGo	1,398,037	1,458,418	4.3%
Marker for Changes to Employee Comp.	145,790	2,348,191	1510.7%
Marker for Possible Reclasifications	715,551	715,551	0.0%
Marker for Minimum Wage Impact for Seasonal	26,255	-	-100.0%
Other Personnel	3,400	4,566	34.3%
Bank Fees	-	16,000	-
Transfer to Capital Projects Fund	30,000	30,000	0.0%
Operating Expenditure Reserve @ 5%	3,244,200	3,408,700	5.1%
Total Expenditures	\$ 6,616,604	\$ 8,946,336	35.2%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- OPEB Pre-funding and OPEB PayGo decreased by \$28,080 per the latest actuarial study.
- Employee Compensation Adjustments: funding of \$3,063,742 is included for:
 - 1) A compensation marker. We are in full contract negotiations with the FOP, and are beginning a wage and benefit re-opener with MCGEO;
 - 2) Funding for possible reclassification adjustments based on the study that is currently being completed.



THIS PAGE LEFT INTENTIONALLY BLANK



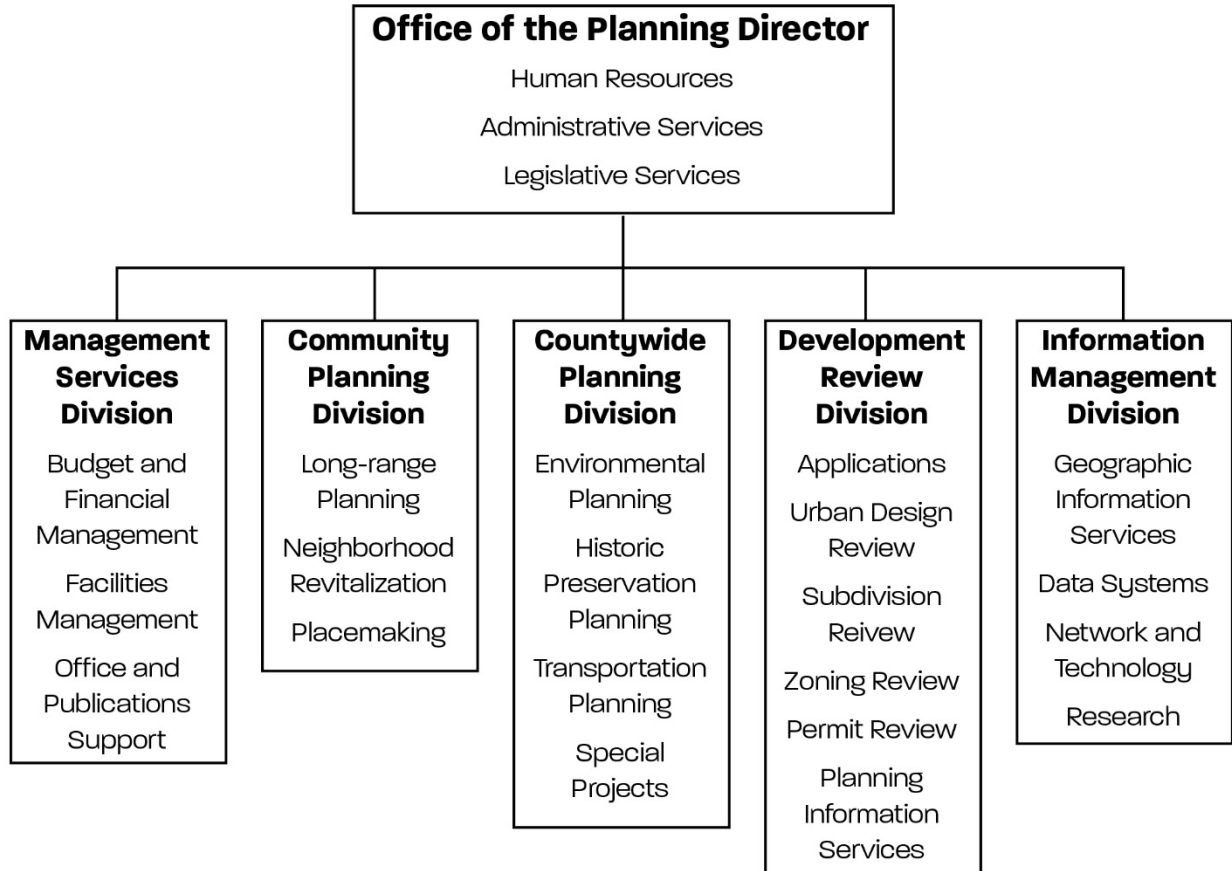
PRINCE GEORGE’S COUNTY PLANNING DEPARTMENT

Executive Overview.....	139
Glossary.....	161
Division Budgets	
Director’s Office.....	165
Management Services.....	167
Development Review.....	169
Community Planning.....	177
Countywide Planning.....	185
Information Management.....	194
Support Services.....	201
Divisional Summaries.....	203



Prince George's County Planning Department

ORGANIZATIONAL STRUCTURE



Prince George's County Planning Department

EXECUTIVE OVERVIEW

The Prince George's County Planning Department is under the leadership of the Prince George's County Planning Director, the Deputy Director of Administration, the Deputy Director of Planning Operations, and six division chiefs. The Planning Director reports to the Prince George's County Planning Board. Planning Department staff is grouped into offices, divisions, and sections.

MISSION

To promote economic vitality, environmental sustainability, design excellence, and quality development in Prince George's County.

PROGRAMS AND SERVICES PROVIDED

The Prince George's County Planning Department:

- Develops plans to guide new development while protecting adjacent properties and significant environmental, historical, and cultural features. This process uses extensive public participation to ensure collaboration and places a primary focus on customer service. Traffic analyses are also conducted to determine whether existing roads are adequate to accommodate new development. Strategies are developed to strengthen neighborhoods and protect them from deterioration. Data analysis and forecasts are used to identify population and other trends.
- Analyzes proposals for development in a manner that enables the Planning Board and the County Council to make informed decisions while balancing the different needs and values within the community at large.
- Collects, maintains, and makes available significant public information about the County, land development, and the planning process. The Department provides information through community outreach, a user-friendly information center that provides data in a variety of ways, and an interactive website at www.pgplanning.org.
- Performs technical analyses, offers advice and recommendations, and responds to emerging issues at the request of elected and appointed officials, staff, and citizens regarding matters related to existing and future use of land. Much of this effort is performed in collaboration with County, municipal, and state agencies.
- Performs public outreach to enhance knowledge of, and participation in, planning, zoning and development programs, processes, and decisions.
- Supports the programs of the Prince George's County Department of Parks and Recreation and works closely with the Central Administrative Services departments and the Montgomery County departments of Parks and Planning to implement Commission policy.
- Works under the direction of the Prince George's County Planning Board on a set of specific projects and tasks annually set forth in the budget adopted by the Prince George's County Council—with input from the County Executive—and performs other requested tasks, as resources permit, in response to issues.
- Maintains highly professional and competent staff to best perform duties and responsibilities.
- Serves elected and appointed officials, municipalities, fellow staff, and citizens.



ACCOMPLISHMENTS

Management Services Division accomplishments include:

- Publications won two national design awards.
- Upgraded Planning Board's online streaming service to Granicus.
- Hired one new staff member and promoted one.
- Created materials for the Neighborhood Planning Academy, including PowerPoints, facilitator and participant workbooks, social media promotion, and website.
- Continued to print all plans and studies in-house and on-demand for increased quality, shorter production times, and reduced cost.
- Helped produce multiple virtual community meetings and the Hyattsville Parking Day event, including online sign-up, graphics, PowerPoints, surveys and polls, and video/event production.
- Continued to provide current and useful information to the public by posting 634 times on Facebook, 602 times on Instagram, 966 times on Twitter, and 60 times on LinkedIn in the last year.
- Worked on upgrades to the DAMS, Person of Record, Preapplication, and Zoning intake web interfaces.
- Continued to produce the internal Director's Corner e-newsletter.
- Published the completed Adelphi Road-UMGC-UMD Purple Line Station Area Sector Plan.
- Supported the Department with ongoing plans and studies like the West Hyattsville-Queens Chapel Rd Sector Plan, Master Plan of Transportation, and US Route 1 Land Redevelopment Study.
- Completed design and layout of numerous studies and reports, including various PAMC projects and the Cultural Arts Study.

Development Review Division accomplishments include:

- Analyzed 393 applications for zoning map amendments, special exceptions, conceptual and detailed site plans, preliminary plans, and final plats of subdivision for conformance with County plans, policies, and development regulations.
- Processed 13,755 permits in FY 2021.
- Responded to 29,602 inquiries from the public in FY 2022.
- **SDP-1901 PRESERVE AT WESTPHALIA**—On September 30, 2021, the Planning Board approved with revised conditions a specific design plan for a residential community of 189 single-family attached and 103 single-family detached dwelling units. The property is 63.66 acres in the R-M/L-A-C Zones, within Planning Area 78.
- **SDP-9710-02 15900 LEELAND ROAD (TARGET)**—On September 30, 2021, the Planning Board approved with revised conditions a specific design plan for the development of 499,230 square feet of additions to two existing warehouse buildings. The property is 157.53 acres in the E-I-A Zone, within Planning Area 74A.
- **DSP-20020 BELTWAY PLAZA - PHASE 1**—On September 9, 2021, the Planning Board approved with revised conditions a detailed site plan for Phase 1 of the redevelopment of Beltway Plaza, to include 750 multifamily residential dwelling units, a hotel, recreation center and limited streetscape improvements. The property is 53.88 acres in the M-U-I/D-D-O Zones, within Planning Area 67.



Prince George's County Planning Department

- **4-20038 ELP DC II**—On September 16, 2021, the Planning Board approved with conditions a preliminary plan of subdivision for four parcels for the development of 999,630 square feet of industrial development. The property is 77.63 acres in the I-2/I-3 Zones, within Planning Area 85A.
- **A-10059 DOBSON FARMS**—On July 29, 2021, the Planning Board approved a zoning map amendment to rezone property from Residential-Agricultural (R-A) and Residential-Estate (R-E) Zones to the Residential Suburban Development (R-S) Zone. The property is 581.06 acres in the R-A/R-E Zones, within Planning Area 85A.
- **4-19006 CLINTON MARKET PLACENORTH**—On July 22, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for 136 lots and 48 parcels for development of 136 single-family attached dwellings, 96 two-family attached units, and 19,178 square feet of commercial development. The property is 21.27 acres in the M-X-T/M-I-O Zones, within Planning Area 81A.
- **DSP-19028/AC-21006 CALM RETREAT**—On July 22, 2021, the Planning Board approved findings with revised conditions a detail site plan and alternative compliance phase one of a mixed-use development to include 488 single-family attached (townhouse) units. The property is 72.10 acres in the M-X-T Zone, within Planning Area 85A.
- **A-10060 SADDLE RIDGE**—On July 8, 2021, the Planning Board approved with conditions to transmit technical staff report to the Zoning Hearing Examiner and the District Council for zoning map amendment to rezone property from Residential-Estate (R-E) and Rural Residential (R-R) Zones to the Residential Suburban Development (R-S) Zone. The property is 289.01 acres in the R-E/R-R Zones, within Planning Area 85A.
- **CSP-20001 ADDITION TO SIGNATURE CLUB AT MANNING VILLAGE**—On July 1, 2021, the Planning Board approved with revised conditions a conceptual site plan for 75 to 80 townhouse units, including four live/work units, which have a total office space between 2,600 and 3,100 square feet. The property is 7.26 acres in the M-X-T Zone, within Planning Area 84.
- **DSP-20007/AC-21009 DOBSON RIDGE**—On July 1, 2021, the Planning Board approved with revised conditions a detailed site plan to construct 196 single-family attached (townhouse) dwelling units and an alternative compliance from the requirements of Section 4.10, Street Trees Along Private Streets. The property is 80.94 acres in the R-T Zone, within Planning Area 85A.
- **4-20040 WEST HYATTSVILLE**—On October 7, 2021, the Planning Board approved with revised findings and conditions a preliminary plan of subdivision for two parcels for mixed-use development with 750 multifamily dwellings and 15,000 square feet of commercial gross floor area. The property is 8.1 acres in the M-X-T/T-D-O Zone, within Planning Area 68.
- **DSP-19016 TOWNES AT BRANDYWINE CROSSING**—On October 7, 2021, the Planning Board approved with revised and new conditions a detailed site plan for residential development to consist of 170 single-family attached (townhouse) units and associated site features. The property is 18.58 acres in the I-1 Zone, within Planning Area 85A.
- **4-20020 LOTTSFORD COURT MEDICAL ARTS BUILDING**—On November 18, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for 100,000 square feet of medical office development. The property is 3.58 acres in the C-O/D-D-O Zone, within Planning Area 73.
- **DSP-21006 6400 AMERICA BOULEVARD**—On November 18, 2021, the Planning Board approved with conditions a detailed site plan for a vertical mixed-use building consisting of



316 multifamily dwelling units and 2,052 square feet of commercial/retail space. The property is 2.42 acres in the M-U-I/T-D-O Zone, within Planning Area 68.

- **4-19052 THE PROMISE**—On November 18, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for nine parcels for the development of 1,032 multifamily units, 28,775 square feet of commercial use, and 10,894 square feet of institutional use. The property is 15.09 acres in the M-X-T/D-D-O Zone, within Planning Area 76A.
- **4-07005 TLBU PROPERTY**—On December 9, 2021, the Planning Board approved a two-year extension of a preliminary plan of subdivision for a development of 411 single-family detached dwellings and community center. The property is 342.40 acres in the R-S Zone, within Planning Area 82A.
- **4-08002 WESTPHALIA CENTER**—On December 9, 2021, the Planning Board approved a two-year extension of a preliminary plan of subdivision for a mixed-use, commercial, and residential development. The property is 482.57 acres in the M-X-T Zone, within Planning Area 78.
- **DSP-20053 WEST HYATTSVILLE PROPERTY (ETOD)**—On December 16, 2021, the Planning Board approved with revised condition and findings an expedited transit-oriented development (ETOD) detailed site plan for a vertical mixed-use development consisting of 293 multifamily dwelling units and 3,213 square feet of commercial retail space. The property is 8.09 acres in the M-X-T/T-D-O Zone, within Planning Area 68.
- **4-13019 BELL STATION CENTER**—On December 16, 2021, the Planning Board approved a one-year extension for a preliminary plan of subdivision for a 95,000-square-foot commercial retail development. The property is 10.81 acres in the C-S-C/C-M Zone, within Planning Area 70.
- **4-05113 D'ARCY PARK NORTH**—On January 20, 2022, the Planning Board approved a two-year extension for preliminary plan of subdivision for Parcels A-D (168 residential condo apartments and 329 residential condo townhouses). The property is 72.00 acres in the RR/MIO Zones (R-R/M-I-O Prior Zones), within Planning Area 78.
- **DSP-20012 METRO CITY**—On January 20, 2022, the Planning Board approved with revised conditions a detailed site plan for Phase 1 of a mixed-use project consisting of 72 townhouses, 240 multifamily dwelling units for seniors, and a 195-bed assisted living facility. The property is 24.80 acres in the RMF-48 Zone (M-X-T/D-D-O Prior Zones), within Planning Area 75A.
- **SA-130001-03 CAFRITZ PROPERTY AT RIVERDALE PARK (STATION FOOD HALL)**—On February 10, 2022, the Planning Board approved a secondary amendment to amend the Table of Uses to permit food hall use in the 2012 Cafritz Property at Riverdale Park Town Center Development Plan. The property is 37.37 acres in the LMUTC Zone (M-U-TC Prior Zone), within Planning Area 68.
- **4-07108 KONTERRA TOWN CENTER EAST**—On February 10, 2022, the Planning Board approved a six-year extension of a preliminary plan of subdivision for 980 lots and 67 parcels proposed for mixed-use of residential, retail, office, and hotel uses. The property is 405.41 acres in the TAC-C/RR Zones (M-X-T/R-R Prior Zones), within Planning Area 60.
- **SDP-0519-01 BRANDYWINE VILLAGE**—On February 17, 2022, the Planning Board approved with conditions a specific design plan for construction of approximately 97,597 square feet of office and retail uses in an integrated shopping center. The property is 17.45 acres in the TAC-E Zone (L-A-C/R-M Prior Zones), within Planning Area 85A.



Prince George's County Planning Department

- **4-08019 COMMONSAT ADDISON ROAD II**—On February 17, 2022, the Planning Board approved a one-year extension of a preliminary plan of subdivision for a structure garage. The property is 1.00 acre in the LTO-E Zone (C-S-C/D-D-O Prior Zones), within Planning Area 75A.
- **DSP-17023-03 ADDISON ROW (ETOD)**—On February 24, 2022, the Planning Board approved with revised conditions a detailed site plan for construction of 327 multifamily dwelling units in Building C for Phase 2 of a larger mixed-use development. The property is 34.59 acres in the RMF-20 Zone (M-X-T Prior Zone), within Planning Area 72.
- **4-21022 FIRST BAPTIST CHURCH OF HIGHLAND PARK**—On March 3, 2022, the Planning Board approved with conditions a preliminary plan of subdivision for one parcel for development of 138 multifamily dwelling units for elderly or handicap families, in addition to 128,112 square feet of existing institutional uses, and a variance to Section 25-122(b)(1)(G). The property is 34.59 acres in the RMF-20 Zone (M-X-T Prior Zone), within Planning Area 72.
- **DSP-21012 SPIRIT OF GOD DELIVERANCE CHURCH**—On March 3, 2022, the Planning Board approved with revised conditions a detailed site plan to construct an 18,112-square-foot church with 126 parking spaces. The property is 5.28 acres in the LCD/RR/CGO/MIO Zones (R-M/R-R/C-S-C/M-I-O Prior Zones), within Planning Area 78.
- **CDP-2101 PARKLAND AND ROCK CREEK**—On March 3, 2022, the Planning Board approved with revised findings and conditions a comprehensive design plan for up to 770 residential dwelling units, including 350–440 single-family attached dwellings, 130-170 single-family detached dwellings, and 110–160 age restricted multifamily dwelling units, as well as approximately 6,000 square feet of commercial/retail space. The property is 156.87 acres in the LCD/MIO Zones (R-M/L-A-C/M-I-O Prior Zones), within Planning Area 78.
- **4-18016 CRAIN COMMONS**—On March 3, 2022, the Planning Board approved a one-year extension of a preliminary plan of subdivision for 75 lots and 12 parcels for single-family attached and commercial development. The property is 15.36 acres in the CGO/RR Zones (C-S-C/R-R Prior Zones), within Planning Area 82A.
- **4-21017 HILLSIDE (FORMERLY FORT WASHINGTON RIDGE)**—On April 28, 2022, the Planning Board approved with revised findings and conditions a preliminary plan of subdivision for 64 lots and 16 parcels for development of 64 single-family attached dwellings. The property is 14.11 acres in the RR Zone (R-R Prior Zone), within Planning Area 80.
- **DSP-95073-06 KAISER PERMANENTE LARGO MEDICAL CENTER**—On April 28, 2022, the Planning Board approved with revised conditions a detailed site plan for construction of 11,050 square feet of additions to an existing medical office building and an 80,000-square-foot addition to an existing parking garage. The property is 14.71 acres in the RTO-H-E Zone (M-U-I Prior Zone), within Planning Area 73.
- **CDP-0505-02 NATIONAL CAPITAL BUSINESS PARK**—On May 5, 2022, the Planning Board approved with revised findings and conditions a comprehensive design plan to increase the gross floor area of the permitted employment and institutional uses from 3.5 to 5.5 million square feet, as authorized, pursuant to Section 27-515(b) of the Zoning Ordinance. The property is 426.52 acres in the LCD Zone (R-S Prior Zone), within Planning Area 74A.
- **4-20183 GROVE AT GLENARDEN SENIOR LIVING**—On May 12, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for development of 164 multifamily dwelling units for elderly or handicap families, in addition to 612,890 square feet of institutional uses. The property is 159.61 acres in the RE Zone (R-E Prior Zone), within Planning Area 74A.



Prince George's County Planning Department

- **DSP-18034-02/AC-22001 MELFORD TOWN CENTER**—On May 12, 2022, the Planning Board approved with revised conditions a detailed site plan for 249 single-family attached (townhouses) dwelling units, including three architectural models, and construction of recreation facilities, and an alternative compliance from Section 4.6 of the 2010 Prince George's County Landscape Manual. The property is 52.23 acres in the TAC-E Zone (M-X-T Prior Zone), within Planning Area 71B.
- **4-21025 BROAD CREEK TOWNHOUSES AT HENSON CREEK TRANSIT VILLAGE**—On May 19, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for 80 lots and eight parcels for the development of 80 single-family attached dwelling units. The property is 14.87 acres in the RSF-A/AG Zones (O-S/R-T Prior Zones), within Planning Area 80.
- **4-21055 TERRAPIN HOUSE**—On May 26, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for development of 175 multifamily dwelling units, and 15,000 square feet of commercial use. The property is 0.89 acres in the LTO-E/RSF-65 Zones (M-U-I/D-D-O Prior Zones), within Planning Area 66.
- **CSP-21004/CP-21006 NATIONAL VIEW**—On May 26, 2022, the Planning Board approved with revised conditions a conceptual site plan and conservation plan for a mixed-use development consisting of up to 1,870 multifamily dwellings, and up to 289,000 square feet of commercial/retail, and office space. The property is 20.09 acres in the RMF-48/IDO Zones (M-X-T/I-D-O Prior Zones), within Planning Area 76A.
- **DSP-06015-01 CAPITOL HEIGHTS SHOPPING CENTER**—On June 9, 2022, the Planning Board approved with conditions a detailed site plan for an integrated shopping center with a gross floor area of 113,389 square feet. The property is 26.73 acres in the LTO-E Zone (C-S-C/M-I-O/D-D-O Prior Zones), within Planning Area 75A.
- **DSP-21049 LARGO PARCEL O - ETOD**—On June 16, 2022, the Planning Board approved with conditions a detailed site plan for construction of 269 multifamily dwelling units and 1,990 square feet of commercial/retail space in one building. The property is 3.67 acres in the RTO-H-C Zone (M-U-I/D-D-O Prior Zones), within Planning Area 73.
- **4-17034 THE PRESERVE AT WESTPHALIA**—On June 16, 2022, the Planning Board approved a one-year extension request for a preliminary plan of subdivision for 292 lots and 25 parcels for single family detached and attached units and 12,500 square feet of commercial development. The property is 63.66 acres in the LCD Zone (L-A-C/R-M Prior Zones), within Planning Area 78.
- **DSP-21033 METROPOLITAN EAST AT KONTERRA TOWN CENTER**—On June 30, 2022, the Planning Board approved with revised conditions a detailed site plan (DSP-21033 and TCP2-065-08-03) for 219 single-family attached (townhouses) dwelling units, including two architectural models; and disapproved the variance request to Section 27-548(h). The property is 18.39 acres in the TAC-C Zone (M-X-T Prior Zone), within Planning Area 60.
- **SDP-1603-02 NATIONAL CAPITAL BUSINESS PARK**—On June 30, 2022, the Planning Board approved with revised conditions a specific design plan for development of a 3,428,985-square-foot warehouse/distribution facility, with associated parking lots and a trailer and loading area. The property is 90.11 acres in the LCD Zone (R-S Prior Zone), within Planning Area 74A.
- **4-21039 ECOGRADS**—On June 30, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for 123 multifamily dwelling units and 2,300 square feet of commercial use. The property is 0.52 acres in the LTO-E Zone (M-U-I/D-D-O Prior Zones), within Planning Area 66.



Community Planning Division accomplishments include:

- **Conducted community meetings for:**
 - West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment (2)
 - Bowie-Mitchellville and Vicinity Master Plan (26)
 - Largo Wayfinding, Branding, and Placemaking Strategy (2)
 - Southern Avenue Pedestrian Accessibility Study (1)
 - Cultural Arts Study (2)
 - Route 1 Land Redevelopment Study (2)
- In January 2022, the District Council initiated a sectional map amendment (SMA) to be conducted concurrently with the West Hyattsville-Queens Chapel Sector Plan. The Staff Draft West Hyattsville-Queens Chapel Sector Plan and Proposed SMA were released to the public in July 2022. Staff created a pop-up parklet and hosted a booth disseminating information on the draft plan and proposed SMA at the City of Hyattsville's PARKing Day and SummerFest activities in September 2022. A Joint Public Hearing was held October 2022.
- **Minor Amendments:** A minor amendment to the Gateway Arts District Development District Overlay Zone was approved by the District Council in November 2021.
- **New Carrollton Downtown Access and Connectivity Strategy:** Completed engagement (community open house, online apps, presentation at Councilmember Glaros meeting) in Summer/Autumn 2022. The consultant will be incorporating feedback with anticipated publication early 2023.
- **Land Redevelopment Study (Land Acquisition Case Study):** In April 2022, the Department entered into a contractual service agreement for the development of the US Route 1 Land Redevelopment Study. The purpose of the study is to bring together experts from across various disciplines to focus on neighborhood revitalization, real estate development, complete streets, and design that support the development of healthy, equitable neighborhoods. Most important is to involve residents and stakeholders in the study area in the process. The study began with a kick-off meeting in June 2022, followed by a series of stakeholder meetings, which included property owners, business owners, and residents. A final report is to be delivered in July 2023.
- **Southern Avenue Metro Pedestrian Accessibility Study:** Staff finalized the scope, selected consultants and work has progressed. There have been project kick-off meetings, focus groups with agencies and fellow government staff on both sides of the Washington, D.C. line, and the first public stakeholder focus group. The consultants submitted the final draft in November 2022. Staff is revising several maps, with anticipated publication in early 2023.
- **Henson Creek Transit Village Study:** Final draft completed and held three District 8 community meetings.
- **Largo Wayfinding, Branding, and Placemaking Strategy:** Final draft review taking place. Anticipated publication early 2023.
- **Prince George's County Cultural Arts Study:** Staff in concert with the consultant team and County agencies conducted two final virtual Cultural Arts Study meetings for residents and stakeholders (one conducted in Spanish) that produced robust attendance. The Study was completed and distributed in July 2022.



Prince George's County Planning Department

- **Plan 2035:** With a new Research Section in place in the Information Management Division, and with staff capacity increasing in the Placemaking Section, CPD anticipates working on updated website and review of recommendations from the Five Year Review in the first half of 2023. This is subject to the successful recruitment of the Planner III position in Placemaking Section.
- **Planning Assistance to Municipalities and Communities (PAMC) Projects:** Completed five PAMC projects/reports including The College Park Age-Friendly Action Plan, the Bladensburg Market Feasibility and Economic Analysis, the Fairmount Heights Pattern Book, the Aquasco-Woodville Cultural Resources Inventory, and the Old Brandywine Sidewalk and Streetscape Improvement Designs.
- Entered and verified approximately 2,100 records in the Master Plan Recommendations Database for five master/sector plans.
- Completed the Sustainable Community Renewal application and received approvals for the Greater Chillum and the Central Avenue-Blue Line Corridor (Towns of Capitol Heights, Fairmount Heights, and Seat Pleasant, and unincorporated areas of the County) Sustainable Communities.
- Posted the Retail Revitalization Guide RFP for consultant services and reviewed proposals. Retained the service of a consultant team to undertake multidisciplinary tasks. The consultant has completed commercial centers' site visits, stakeholder interviews, case studies, center typologies, and are currently working on the interactive web aspect of the project.
- Completed and published the ULI Washington TAP for Westphalia.
- **Plan 2035 Implementation:** Staff oversaw the completion of two consultant-led studies in the Takoma/Langley Crossroads area—one parking study and one planning and implementation study. These were published in October and November 2021.
- Staff worked to complete the Countywide Wayfinding Study, published in November 2021.
- Facilitated four Partnership for Action Learning in Sustainability (PALS) projects pursuant to memorandum of understanding (MOU) with University of Maryland including Abandoned Cemeteries Analysis, Racially Restrictive Housing Covenants in Prince George's County, Creative Placemaking—Sounds of Prince George's County, Bicycle Network Map for Prince George's County.
- Provided assistance for completion of the Alcohol Outlet Density Report for the Maryland Legislature.

Countywide Planning Division accomplishments include:

- Adoption of the Countywide Map Amendment in November 2021. The new Zoning Map, Zoning Ordinance, Subdivision Regulations, and Landscape Manual took effect April 1, 2022.
- Continued implementation of staff, decision maker, and stakeholder training on the new Zoning Ordinance, Subdivision Regulations, and Landscape Manual.
- Began work on follow-up steps to ensure the continued success of the new development codes, with emphasis on three initial areas of focus:
 - Ongoing monitoring of the new codes and identification and proactive amendment of revisions that will continue to be necessary to ensure the new Zoning Ordinance, Subdivision Regulations, and Landscape Manual work as intended.



Prince George's County Planning Department

- Collaboration with County Agency partners and other stakeholders in updating the County's adequacy of public facilities requirements and tests.
- Initial evaluation of the County's signage regulations with the goal of bringing them into compliance with precedent established by the Supreme Court in the Reed v. Town of Gilbert, AZ case and progeny cases since that time.
- Provided data and research to the County Executive's Office, the Prince George's County Economic Development Corporation (EDC) to assist numerous business entities interested in locating or expanding in the County.
- Represented the Department on the Metropolitan Washington Council of Governments (MWCOC) Planning Directors Technical Advisory Committee on behalf of the Planning Director. Participated in the monthly meetings via webinar.
- Coordinated the Planning Department's analysis of three cycles of Water and Sewer Amendments consistent with the recommendations of the 2018 Plan. Staff completed the following Water and Sewer Amendment requests during the reporting period:
 - Seven applications for the September 2021 cycle were presented to the Planning Board on November 4, 2021.
 - Five applications for the December 2021 cycle were reviewed and presented to the Planning Board on March 17, 2022.
- Seven applications for the June 2022 cycle were presented to the Planning Board on July 28, 2022. Conducted mandatory referral reviews, consistent with the 2018 Guidelines, for several solar panel installations to incentivize solar while protecting neighborhoods, farmland, and historic viewsheds.
- Presented fourteen (14) Mandatory Referral applications to the Planning Board, including a Pepco lithium battery facility, a new Public Works building for Cheverly and a new parking garage at the Washington Metropolitan Area Transit Authority (WMATA) New Carrollton Station.
- Coordinated the Department review of projects submitted for Intergovernmental Review through the State of Maryland Clearinghouse. Including the following:
 - **Pre-Environmental Assessment (EA) Coordination:** Proposed Action Includes Traffic and Utilities Mitigation Activities at the Bureau of Engraving and Printing (BEP) at the Beltsville Agricultural Research Center (BARC), Beltsville, Maryland. (January 2022.)
 - **Excess Property:** Lease or sale of one three-story building plus basement at 1616 McCormick Drive, sale of one single-story building at 1601 McCormick Drive, and lease or sale of a 6.8-acre vacant parcel at 1440 McCormick Drive, Upper Marlboro, MD 20774. (February 2022.)
 - **Renovation and construction of buildings at the Beltsville Agricultural Center,** the conveyance of easements along US 1 (Rhode Island Avenue), the review of an Environmental Assessment at the Joint Base Andrews Naval Air Facility for the implementation of the five-year Installation Development Plan and a Draft Supplemental Environmental Impact Statement for vehicles.
- Reviewed land development proposals for adequacy of public safety and public facilities.
- Completed the update of the 2021 *Pupil Yield Factors and Public School Clusters Study*. This study revised pupil yield factors that are used in the regulatory review of preliminary plans of subdivision. These factors are used to measure the impact that a new subdivision will



Prince George's County Planning Department

have on the public schools that might serve the proposed subdivision. To determine the schools that might be impacted by a proposed subdivision, school clusters are created and updated by the Planning Department utilizing the Prince George's County Public School's FY 2021-2022 Official Enrollment numbers.

- Continued implementation of the Resource Conservation Functional Master Plan.
- Reviewed Natural Resource Inventory Plans (NRI's) to establish existing environmental site conditions for all sites required to follow the Entitlement process and/or file for a grading permit.
- Reviewed land development proposals for protection of regulated environmental features, conformance to the Woodland and Wildlife Habitat Conservation Ordinance (WCO), and implementation of the Chesapeake Bay Critical Area (CBCA) Ordinance.
- Supported the Development Review Division through detailed analysis of environmental impacts associated with proposed developments in the County.
- Reviewed all major projects to be built by federal, state, and County government agencies to ensure community awareness and enhance project design (state-mandated "mandatory referral" process).
- Reviewed all Water and Sewer Amendments for environmental impacts.
- Provided Geotechnical review of all Entitlement Cases and geotechnical coordination with the Department of Permitting, Inspections and Enforcement for their programming purposes.
- Reviewed all permits within the County containing a grading element for conformance to an approved Tree Conservation Plan or CBCA Conservation Plan, easement recordation processing, and bonding notification.
- Interacted with the public via phone and email concerning requests for environmental information, processes, procedures, and plan copy requests.
- Participated in Master Plan updates (both Community Planning Division and Countywide Planning).
- Supported the Department of Permitting, Inspections and Enforcement for semi-annual CBCA reporting.
- Supported the Department of Permitting, Inspections and Enforcement for violations to the WCO and CBCA ordinances, including participation in court cases.
- Represented the Department on the Maryland Sustainable Forestry Council, Patuxent River Commission, Regional Tree Canopy Subcommittee, Energy and Environmental Policy Committee, Climate Action Commission, and the Agricultural Resources Advisory Committee.
- Prepared and submitted the FY 2021 Annual Forest Conservation Report to the Maryland Department of Natural Resources.
- Initiated review of the Resource Conservation and Water Resources Functional Master Plans for upcoming updates.
- Managed the Planning Board's award of \$400,000 in grants for the preservation and rehabilitation of historic properties, including many properties owned by local nonprofit organizations and private property owners.
- Reviewed rehabilitation proposals (Historic Area Work Permits) affecting County historic sites and districts.



Prince George's County Planning Department

- Reviewed all development applications and building permits received by the Development Review Division for potential impacts on historic and archeological resources.
- Ongoing documentation of historic cemeteries throughout the County.
- Coordinated with Department of Permitting, Inspections and Enforcement on unauthorized work and permit violations affecting designated historic sites and districts.
- Processed County Historic Property Tax Credit applications for reviewed and approved improvements to historic sites and districts.
- Completed ongoing reporting requirements for Certified Local Government (CLG) program administered by the State of Maryland.
- Continued to support the Department's update of the Master Plan of Transportation (MPOT), which was endorsed by the County Council for initiation on September 16, 2021.
- Continued to support the Development Review Division through detailed analysis of transportation facilities and adequacy associated with proposed developments and mandatory referrals in the County.
- Continued to support the Department's update of the Transportation Review Guidelines (TRG), which was initiated by the Planning Board on May 19, 2022.
- Continued to support the Department's overhaul of the travel demand modeling system from a four-step, trip-based process to a hybrid, tour-based, dynamic, activity-based model based on the Planning Department's desire to incorporate advanced practice modeling techniques.
- Continued the Department's community planning efforts for the Carole Highlands project community study, which evaluates mobility in this neighborhood with a focus on pedestrian travel.
- Initiated the Pedestrian and Bicyclist Behavioral Study which considers the impacts that elements such as equity, safety, and infrastructure have on pedestrian and bicycle behavior in the County.
- Reviewed and provided comments for ongoing regional transportation infrastructure projects including the I-95/I-495 Managed Lanes, the Baltimore-Washington Superconducting Maglev and the I-495 Southside Express Lanes Study.

Information Management Division accomplishments include:

- Continued to maintain and enhance PGAtlas. Updated aerial imagery and street level imagery to PGAtlas. Conducted three PGAtlas training sessions that included staff and citizens. PGAtlas use continues to be embraced as an essential business tool for the community. Over a one-year period, the public accessed PGAtlas.com 210,756 times.
- Upgraded internal and external PGAtlas to use ESRI JavaScript from 4.21 to Angular 12.
- Continued to support our open-data portal that allows GIS data to be downloaded in multiple formats at no cost to the user. More than 27,892 GIS files were downloaded in the past 12 months.
- Continued support of our development activity notification application that automatically notifies users (more than 768) when a development case is submitted.
- Added and modified 5,665 records on the GIS premise address layer.
- Developed multiple ArcGIS Online applications: Planning Assistance for Municipalities and Communities Projects (PAMC), Aerial Imagery Comparison, Prince George's County—



Prince George's County Planning Department

Census 2020 Population by Race and Ethnicity: Geographic Distributions by Census Tract, and Development Cases—Approved (2011-current) and CMA Approved Zoning Errata, WHQC-SP Zoning and FLU Recommendation; Over the past 12 months, all department ArcGIS Online applications were accessed 49,902 times.

- Completed 202 custom GIS map and analysis requests and worked with the County on producing multiple maps for economic development-related projects.
- Created, updated, and maintained 139 countywide GIS layers, many of which required daily updates, such as property, zoning, development activity, and easement layers.
- Developed 3D Models to support various work programs:
 - DSP-21006 - 6400 America Blvd presented at Planning Board
 - Adelphi Road Sector Plan
- Developed viewshed analysis for:
 - MR-2107F - Livingston Crossing
 - MR-1619A - Washington Gas Gate Station
 - MR-2034F - Allentown Road Solar
 - MR-2019F - Enterprise Road Solar
 - NRI-037-2021 - Bailey's Village Lot 10
 - 4-22041 - 15713 Livingston Road
 - TCP2-031-2022 - 14700 Bonds Retreat Road
- Continued support for address assignment and street naming activities. Supported multiple requests for street name changes.
- Implemented system rewrite and numerous enhancements in support of CMA in both DAMS and Permit Tracking.
- Implemented new zone codes and case types for new zoning ordinance.
- Implemented numerous new reports in DAMS in support of tracking cases in old and new ordinances.
- Completed vendor selection for COTS system. Begin DAMS replacement project set up, gap analysis, and data migration.
- Created data templates to help temporary staff import missing TCP case data into DAMS.
- Developed new Single and Multifamily applications.
- Developed new Renewal Tracking Application for contracts, maintenance agreements, certificates, and other items that expire and require renewals or RFPs.
- Supported more than 400 custom mailing labels, data extract, user, and other requests for internal and external customers.
- Completed scanning projects for property address, historic preservation, community planning, and planning files. Continued supporting scanning initiatives throughout the Planning Department.
- Awarded phone system (VoIP) RFP and began project management and implementation.
- Developed numerous SharePoint public access sites in support of Community Planning.
- Upgraded all 2012 windows servers.
- Re-designed departmental web pages.
- Updated Public Lands inventory and updated process documentation.



Prince George's County Planning Department

- Updated all applications to work with Chrome and Edge, retired Internet Explorer for all Data Systems applications.
- Continued to maintain, support, and upgrade servers, software, desktops, laptops, and peripheral devices.
- Completed major upgrades to our network infrastructure environment.
- Serviced and completed 1,813 support tickets. Overall, an estimated 4600 total help desk requests were supported.
- Implemented SolarWinds Infrastructure Performance Monitoring.
- Continued Remote Equipment deployment to support ongoing Teleworking requirements.
- Continued working with the CIO Office to support major upgrade to the Commission's ERP, ESS, and the new online benefits platform.
- Expanded virtual infrastructure capacity to support and maximize a remote teleworking environment.
- Implemented a Virtual Private Network (VPN) between PPD and MPD for failover.
- Upgraded our Firewall Infrastructure to include new features and enhancements such as Point-to-Point VPN, Automatic Failovers for redundancy, and Cloud Management.
- Administration and management of PPD's KnowBe4 Security Campaign.
- Upgraded the ManageEngine Helpdesk system to a Cloud-Based System.
- Upgrade Network File Server environment.
- Produced the 2021 *Prince George's County Annual Report on Growth* mandated by the Land Use Article of the Annotated Code of Maryland for monitoring implementation of the Plan 2035 land use goals and State smart growth principles.
- Developed Round 10 countywide socioeconomic forecasts for regional transportation planning purposes.
- Provided in-house support for Community Planning and Transportation Planning. Activities included scorecard development, support for sustainable community applications, land capacity and forecasting, market studies, housing and employment forecasts, land use analysis, pipeline development, and support for the missing middle housing project. Provided extensive support for Greenline Sector Plan, Bowie-Mitchellville Sector Plan, the West Hyattsville Study, and the Adelpia Road Sector Plan.
- Produced the Census 2020 data report. The report analyzed and portrayed Census 2020 race and ethnicity data for 27 incorporated towns and 58 census designated places in Prince George's County.
- Produced a Nonresidential Development Report. The report compares Prince George's County with some counties in the Washington, D.C. metropolitan region and analyzed commonalities and differences among submarkets within Prince George's County.
- Produced a report on median income and median values for six counties in Maryland.



Prince George's County Planning Department

- Provided in-house support for Community Planning and Transportation Planning including:
 - scorecard development, support for sustainable community applications
 - land capacity and forecasting
 - market studies
 - housing and employment forecasts
 - land use analysis, pipeline development
 - support for the missing middle housing project
- Produced custom maps and reports for the County's Economic Development Corporation and the County Office of Finance.
- Provided comprehensive information analysis for the Bond Official Statement Update on Home Sale and Commercial Growth for the County Office of Finance.
- Produced Land use analysis and population forecasts for County and equity and business tax map analysis for Congressman Hoyer (working with the County Office of Finance).
- Completed the 2022 Boundary Annexation Survey for the Census Bureau and reviewed data produced as part of the Census 2020 Public Use Microdata Areas (PUMA) Program to make sure that each PUMA met the Census Bureau's population criterion.

SUMMARY OF DEPARTMENT BUDGET

PRINCE GEORGE'S COUNTY ADMINISTRATION FUND Summary of Expenditures by Division PROPOSED BUDGET FISCAL YEAR 2024

	FY 23 Adjusted Adopted	FY 24 Proposed	% Change
Planning Department			
Director's Office	\$ 2,438,028	\$ 2,516,987	3.2%
Management Services	3,590,460	4,741,680	32.1%
Development Review	7,247,370	7,416,307	2.3%
Community Planning	8,135,901	6,034,835	-25.8%
Countywide Planning	9,730,268	9,471,442	-2.7%
Information Management	8,655,323	8,560,286	-1.1%
Support Services	6,587,803	6,890,073	4.6%
Grants	-	-	-
Subtotal Planning Department	46,385,153	45,631,610	-1.6%
Transfer Out	30,000	30,000	-
Total Expenditures	\$ 46,415,153	\$ 45,661,610	-1.6%

The Prince George's County Planning Department's FY 2024 proposed budget total is \$45,661,610, which is \$753,543 or 1.6 percent under the Adopted FY 2023 Operating Budget and within the spending limit set in the Commission's most recent Six-Year Projection model.



Prince George's County Planning Department

Personnel Salaries and Wages

Included in the total proposed budget is \$26,978,701 for personnel compensation and benefit costs, which is \$1,132,316, or 4.4 percent, more than the Adopted FY 2023 Operating Budget. This increase is primarily due to the following:

- Fringe benefits increased primarily due to projected increases in pension and medical insurance costs totaling \$527,936.
- Salary increased primarily due to a proposal to increase the staff complement by 5.5 positions. This includes:
 - Four (4) new full-time career positions,
 - Two (2) term contract positions.
 - Converting a 50/50 shared position with the Planning Board to a full funded position in the Planning Department.
 - Eliminating one (1) term contract position currently in the Adopted FY 2023 Budget

A summary of the proposed new positions to be added in FY 2024 is summarized below:

<u>Division</u>	<u>Status</u>	<u>Position Title</u>
Planning Director's Office	Full-Time Career	Special Program Coordinator
Management Services	Full-Time Career	Administrative Specialist II
Development Review	Term Contract	Planning Technician II
Development Review	Term Contract	Planning Technician II
Countywide Planning	Full-Time Career	Planner II
Information Management	Full-Time Career	IT Support Specialist II

Supplies and Materials

The FY 2024 proposed budget for supplies and materials is \$1,256,000 which is an increase of \$322,100, or 34.5 percent, above the adopted FY 2023 total. This variance results primarily from a request to increase funding for the following:

- Proposed increase in funding for PC upgrades across the Department totals \$20,000.
- Proposed increase in funding for replacement of office systems furniture totals \$280,000.

Other Services and Charges

The FY 2024 proposed budget for other services and charges is \$16,031,143 which is a decrease of \$2,570,953, or 13.8 percent under the FY 2023 total. This decrease is due to the following:

- Proposed decrease to professional services/consulting services for Planning Department work programs totals \$2,800,000. This decrease is primarily due to the following:



Prince George's County Planning Department

- The Community Planning Division's consultant budget for FY 2024 reflects a \$2,424,900 decrease from the adopted FY 2023 budget. This is due to several of our ongoing projects already having consultants on board with funding covered from prior budget years. The Department's FY 2023 adopted budget included a one-time increase of \$1,000,000 for consultant funding to initiate two new plans: the Central Branch Avenue Sector Plan and the Blue-line Corridor Sector Plan and Sectional Map Amendment (SMA).
 - The Information Management Division's consultant budget for FY 2024 reflects a \$284,100 decrease from the adopted FY 2023 budget. This decrease is primarily due to reduced funding needed for the implementation of the Department's newly purchased Development Activity Management System (DAMS) and a decrease in funding needed for implementation of the Department's (VOIP) phone system.
 - The Countywide Planning Division's consultant budget for FY 2024 reflects a \$29,600 decrease from the adopted FY 2023 budget because of one-time costs for the consultant services and public outreach for both the Master Plan of Transportation and the Zoning Ordinance not being carried over to FY 2024.
 - The Management Services Division, Planning Director's Office and Development Review Division consultant budget reflect a net decrease of \$61,400 primarily due to one-time funding included in the FY 2023 budget for social media and web application development not being needed in FY 2024.
- Proposed decrease in costs for licensing for the new Development Activity Monitoring System (DAMS) totals \$50,000.
 - The proposed decreases above are offset by proposed increases funding for maintenance agreements totaling approximately \$126,000. This increase is primarily for funding annual maintenance coverage for recently purchased HPE Synergy server software.
 - Proposed increase in funding for the Historic Preservation Grant Program managed by the Department totaling \$50,000.
 - Proposed increase in funding for one-time costs associated with relocating the Planning Department to a new headquarters building totaling approximately \$100,000. This includes funding for disposal of equipment and furniture and cleaning services.

Capital Outlay

The FY 2024 proposed budget for capital outlay is \$879,000, which is an increase of \$388,000 or 79.0 percent above the FY 2023 total. The FY 2024 proposal includes funding for the following:

- HVAC Unit Replacement
- Server Replacement
- Large Format Scanner
- VOIP System Infrastructure
- HP/Blade/Increase Virtual Environment
- Carpet and Tile Floor Replacement



Prince George's County Planning Department

Support Services

The FY 2024 Support Services budget proposal is for \$6,890,073 which is an increase of \$302,270 or 4.6 percent from the FY 2023 total, increased funding needed for the lease of office space at the County Administration Building (CAB) and chargebacks to support legal and human resource services provided by M-NCPPC's Central Administrative Service Offices. The Department, for the first-time, has also included funding totaling \$150,000 for outside printing services. This funding was budgeted within the Management Services Division in prior years.

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

The FY 2024 work program contains resources for six (6) new proposed work programs that will advance the vision and goals of the 2014 *Plan Prince George's 2035 Approved General Plan* (Plan 2035) (<http://www.planpgc2035.com/>) and ensure that Prince George's County has innovative, visionary, and implementable land use, transportation, environmental, and related policies to meet the needs of its nearly one million residents. The FY 2023 budget also includes resources for continued planning efforts for multiyear small community plans and studies approved in prior years. In FY 2024, the Planning Department will continue implementation efforts that began in prior years.

Position and Work Years: The Prince George's County Planning Department's FY 2024 proposed budget includes a request to increase the staff complement by 5.5 positions. This includes the addition of four new full-time career positions, two term contract positions and the elimination of one term contract position and transferring a 50 percent funded position previously shared with the Commissioner's Office that will convert to a one hundred percent funded position in the Planning Department in FY 2024.

Work Programs: The Prince George's County Planning Department's FY 2024 proposed budget includes the addition of six new work programs/projects that include the Military Installation Overlay Zone (MIOZ) Sectional Map Amendment (SMA); Update to the Adopted Uniform Standards for Mandatory Referral Review; Review of the Resource Conservation and Water Resources Functional Master Plans; Implementation of recommendations from the soon to be adopted Master Plan of Transportation (MPOT) and the Transportation Review Guidelines (TRG); and the Placemaking Around Town Program. Detailed descriptions of these work programs/projects are included in the Divisional Sections of this document.

The Planning Department's non-personnel budget includes funding to support Department and Commission needs. Major fixed costs include:

- \$1,657,688 in maintenance agreements for major equipment, including computer hardware, computer software, geographic information systems, workstations, printers, etc.
- \$65,000 for janitorial services at the Lakeside Offices.
- \$50,000 for Lakeside Office condominium fees.
- \$911,900 for County Administration Building (CAB) office space rent (including utilities).
- \$434,000 for telephones and postage.
- \$177,100 for the lease, service, supplies, and maintenance of printing/copying equipment.
- \$87,500 for utilities at the Lakeside Offices.
- \$ 3,758,499 in project charges paid to the County government:



Prince George's County Planning Department

- \$1,537,099 for the Zoning Enforcement Unit (this includes inspections for new construction).
- \$155,300 for the Water and Sewer Planning Unit.
- \$340,500 for the GIS program.
- \$34,400 Tax Collection Fee.
- \$65,000 to administer the County's Enterprise Zones.
- \$376,200 in permits and inspections for M-NCPPC Department of Permitting, Inspections and Enforcement (DPIE).
- \$205,600 for engineering inspection and permitting-Department of Public Works and Transportation (DPW&T).
- \$544,000 for support of redevelopment projects.
- \$250,400 for Economic Development Corporation General Plan Goals.
- \$250,000 for People's Zoning Counsel.

WORK PROGRAM PRIORITY

PLANNING

Implementing Plan Prince George's 2035 through:

- Continuing to implement strategies identified in Plan 2035 related to downtown development projects that include the Countywide Wayfinding Study; the Largo Town Center Wayfinding, Branding, and Placemaking Strategy; the New Carrollton Downtown Access and Connectivity Strategy; the Southern Avenue Metro Station Area Pedestrian Accessibility Study; and the Blue-Line Corridor Implementation Project.

PLAN IMPLEMENTATION

Ensuring strong coordination among planning, regulatory, and implementation functions through:

- Continuing work on a multiyear contract to overhaul the travel demand modeling system from a four-step, trip-based process that has been used in Prince George's County since the 1990s to a dynamic, activity-based process.
- Continuing efforts to train both staff and the land development community to implement the Zoning Ordinance and Subdivision Regulations that were approved in Fiscal Year 2019 and will go into effect as a result of the recently adopted Countywide Map Amendment.

Helping shape livable communities by continuing efforts to improve transportation issues in the County through:

- Continuing to support the Prince George's County Department of Permitting, Inspections and Enforcement (DPIE); Department of Public Works and Transportation (DPW&T); and the Department of Parks and Recreation (DPR) regarding the appropriate use of urban and non-urban street and shared-use path standards within various parts of the County, particularly as they align with Plan 2035's Plan Centers and development applications.
- Coordinate with the DPW&T, DPIE, and the State Highway Administration (SHA) to coordinate onsite and off-site bicycle and pedestrian improvements related to development review cases.



Prince George's County Planning Department

- Continuing to update the MPOT.
- Continuing the multi-year effort to develop a new transportation model for Prince George's County.

Helping improve economic development around Metro stations by continued efforts that include:

- Continuing to provide Planning support for several ongoing projects that includes the New Carrollton Downtown Access and Connectivity Strategy; the Southern Avenue Metro Station Area Pedestrian Accessibility Study and supporting the County with implementation efforts around the Blue Line Corridor.

DEVELOPMENT REVIEW

Enhancing the efficiency and effectiveness of the development review process by:

- Continuing to provide training and education programs to explain the new Zoning Ordinance to residents and the business community.
- Continuing efforts to implement a new commercial off the shelf software that for tracking Development Activity Monitoring within the County boundaries.

COMMUNITY PARTICIPATION AND OUTREACH

Expanding community and agency outreach and the seamless delivery of services to our customers:

- Using outreach techniques during the master plan process that meet the specific needs of each group of residents and other customers by continuing to build citizens' capacity to become involved in the master plan/SMA process and maintaining a high level of community participation within compressed time frames.
- Using participatory processes that balance the needs of existing communities with the policies for growth and development outlined in Plan 2035.
- Providing accurate and timely responses to inquiries about planning, zoning, and development, including an annual assessment of customer satisfaction throughout the Department.

ADMINISTRATION

- Continuing to explore ways of retaining, training, and recruiting sufficient staff to meet program demands in collaboration with the central Human Resources function.
- Managing a major Planning Department relocation effort to move Planning, Parks, and Recreation administrative functions to a building in proximity to the Wayne Curry Administration Building.
- Keeping abreast of changing technology and strategically planning and implementing new solutions to meet the priorities of our customers.

STAFF WEEKS

The following chart breaks down each project in the Department's work plans into projected staff weeks. For most projects, staff week estimates involve more than one division or section of the Planning Department. For example, for any given project, the Department may require staff services



Prince George's County Planning Department

from the Community Planning Division, the Development Review Division, the Transportation Planning Section, and the Publications and Graphics Section. Therefore, a staff resources (labor) code is used to derive an estimate of the total staff services and the costs required for each project. One staff year equates to 42.6 working staff weeks, which is the standard set by the Department (excluding holidays, vacations, sick leave, and other types of non-working leave). The Department periodically reviews leave statistics to update the calculation, if necessary. The work programs described herein are also aggregated under the nine (9) major functional program areas in the Planning Department, which are:

- (I) Countywide Planning
- (II) Downtown Development
- (III) Regulatory and Framework Policy
- (IV) Local Opportunities
- (V) Intergovernmental Coordination
- (VI) Development Review Activities and Initiatives
- (VII) Managing Countywide Databases
- (VIII) Provision of Public Information
- (IX) Management, General Administration, and Supporting Services

Every proposed project is also grouped (with an abbreviated letter code) into one of the following four categories:

- C—Continuing Projects/activities that are of an ongoing nature.
- M—Multiyear Projects that began in a previous fiscal year and are not yet completed.
- N—New One-Year Projects that are anticipated to begin, and be completed, in FY 2024.
- NM—New Multiyear Projects that are proposed to begin in FY 2024 but not completed in that year.

Staff Week Summary

PROGRAMS AND PROJECTS	Adopted FY23	Proposed FY24	Net Change	% Change
I. COUNTYWIDE PLANNING	846	686	-160	-19%
Agriculture Preservation Support [C]	3	6	3	
Archeological Review [C]	85	40	-45	
Environmental Planning [C]	31	49	18	
Historic Area Work Permit Review [C]	41	41	0	
Historic Preservation Grant Program Administration [C]	51	38	-13	
Historic Preservation Planning [C]	56	41	-15	
Maryland Dept. of Planning (MDP) Annual Report [C]	13	17	4	
Master Plan of Transportation (MPOT) Update [M]	227	87	-140	
Multimodal Facility Design and Pedestrian Behavior Study [M]	4	8	4	
Review of Resource Conservation and Water Resources Functional Master Plans [NM]	0	35	35	
Public Facilities Planning [C]	42	44	2	
Support to Historic Preservation Commission [C]	16	49	33	
Transportation Model Development Study [M]	27	7	-20	
Transportation Planning [C]	37	12	-25	



**Prince George's County
Planning Department**

PROGRAMS AND PROJECTS	Adopted FY23	Proposed FY24	Net Change	% Change
Transportation Review Guidelines Update [M]	7	9	2	
Water and Sewer Planning [C]	25	26	1	
Woodland Conservation Program Management and Enforcement [C]	181	177	-4	
II. DOWNTOWN DEVELOPMENT	67	95	28	42%
Downtown Implementation Programs [M]	67	95	28	
III. REGULATORY AND POLICY FRAMEWORK	339	382	-43	13%
Historic Preservation Implementation Strategy [C]	3	5	0	
Major Revision of Zoning Ordinance and Other Regulations [M]	252	306	54	
MPOT Implementation [M]	15	12	-3	
New Transportation Model [M]	53	53	0	
Trails Policies Implementation [C]	16	6	-10	
IV. LOCAL OPPORTUNITIES	888	1,019	131	15%
Land Acquisition Case Study	6	5	-1	
Adelphi Road – UMGC-UMD Purple Line Station Sector Plan [M]	53	4	-49	
Blue Line Corridor Studies [M]	33	213	80	
Bowie and Vicinity Master Plan [M]	120	3	-117	
Central Branch Avenue SMA [M]	25	31	6	
Cultural Arts Strategic Study Implementation [M]	35	35	0	
Master and Sector Plan Six-Year Work Program [M]	22	20	-2	
Plan 2035 Annual Monitoring [M]	20	29	9	
Minor Plan Amendments [M]	11	19	8	
Military Installation Overlay Zone (MIOZ) SMA [NM]	0	25	25	
Placemaking Around Town (PAT) Program [NM]	0	26	26	
Plan 2035 Local Centers Advisory & Implementation Committee Support and staffing [M]	39	53	14	
Planning Assistance to Municipalities and Communities (PAMC) [C]	182	215	33	
Port Towns Sector Plan and SMA [M]	130	175	45	
Suitland RTP District SMA [NM]	0	23	23	
Sustainable Communities Program [C]	33	20	-13	
West Hyattsville-Queens Chapel Sector Plan [M]	44	16	-28	
Clinton Shopping Centers Case Study	58	55	-3	
Missing Middle Housing Pattern Book [M]	77	52	-25	
VI. INTERGOVERNMENTAL COORDINATION	432	426	-6	-1%
Coordination with Other Divisions [C]	107	95	-12	
Intergovernmental and Private Sector Coordination [C]	207	220	13	
Managed Lanes Project [M]	10	48	38	
MAGLEV [M]	11	11	-11	
Requests from Other Departments/Agencies [C]	97	52	-45	
VII. DEVELOPMENT REVIEW ACTIVITIES	2,626	3,020	394	15%
Information Counter [C]	107	132	25	



**Prince George's County
Planning Department**

PROGRAMS AND PROJECTS	Adopted FY23	Proposed FY24	Net Change	% Change
Mandatory Referral [C]	239	243	4	
Processing of All Permits [C]	666	757	91	
Processing Alternative Compliance [C]	53	61	8	
Processing Chesapeake Bay Critical Area Plans [C]	54	61	7	
Processing Conceptual Design Plans and Specific Design Plans [C]	356	394	38	
Processing Conceptual/Detailed Site Plans [C]	441	527	86	
Processing Subdivision Applications [C]	501	553	52	
Processing Zoning, Special Exceptions, and Departure Applications [C]	209	292	83	
VIII. MANAGING COUNTYWIDE DATABASES	622	659	37	6%
Assigning Street Names/House Numbers [C]	88	89	1	
Community Organization Monitoring System [C]	1	1	0	
Data/Map Sales and Production [C]	21	21	0	
Data Warehouse Initiative [M]	71	79	8	
Development Activity Monitoring System [C]	51	66	15	
GIS: 3D GIS Implementation [M]	24	24	0	
GIS: 3D Facilities and Asset Management [M]	3	3	0	
GIS: Applications [C]	56	44	-8	
GIS: Development [C]	105	108	3	
GIS: Land Use Layer Maintenance [C]	22	29	7	
GIS: Maintenance [C]	114	128	14	
Land Data File Maintenance [C]	62	63	1	
Public Lands and Facilities Inventory [C]	4	4	0	
IX. PROVISION OF PUBLIC INFORMATION	446	393	-53	-12%
Approved Plan Publications [M]	28	28	0	
Communication with Public: Public Information [C]	153	164	11	
Demographic and Economic Analysis [C]	36	28	-8	
Federal/State Statistical Analysis [C]	17	15	-2	
Housing, Population, and Employment Forecasts [C]	29	21	-8	
Master Address Database [C]	11	11	0	
Pipeline Maintenance and Implementation [C]	21	17	-4	
Real Estate Research and Analysis [C]	19	16	-3	
Special Research Studies [C]	72	41	-32	
Website Development/Management [C]	41	37	-4	
Census 2020 Support [M]	19	15	-4	
X. MANAGEMENT/ADMINISTRATION/SUPPORT	590	728	138	23%
Computer Systems Operation/Maintenance [C]	332	415	73	
Data Systems: Document Management [C]	77	68	-11	
Department Training and Personnel Management [C]	116	199	83	
Records Management [C]	65	46	19	



GLOSSARY OF PLANNING TERMINOLOGY

In the Planning Department budget pages that follow, many specific terms are used that may be unfamiliar to the reader. To facilitate a better understanding of the information and descriptions of Planning Department work efforts, the following terms are listed and defined. A complete list of defined terminology can be found at www.mnccppcapps.org/planning/AjaxPlanningGlossary/default.cfm.

Adequate Public Facilities (APF) Ordinance and Test: The ordinance requiring a determination of the adequacy of public facilities to accommodate growth resulting from approval of a subdivision application and used as the benchmark or test.

Agritourism: In general, this is the practice of attracting travelers or visitors to an area or areas used primarily for agricultural purposes.

Alternative Compliance: An administrative process created to give relief to owners of properties in established communities by allowing them to achieve the intent of the Landscape Manual standards through an alternative design if it is equal to or better than a standard design.

Area Master Plan or Area Plan: Area master plans consist of a plan map and supporting data, text, and other maps. They provide specific recommendations for a planning area or subregion on the environment, historic preservation, living areas, housing commercial areas, employment areas, urban design, circulation, and transportation. (See also Master Plan.)

Basic Plan: Phase 1 of the Comprehensive Design Zone process. It sets forth general land use relationships, including the approximate number of dwelling units and building intensity. Proposed land uses are also described.

Charrette: A brief, intense design workshop in which community teams work together with municipal staff, city council members, the landowner, the developer, and all interested citizens in order to produce a plan that addresses the needs of the community.

Chesapeake Bay Critical Area (CBCA): All waters of, and lands under, the Chesapeake Bay and its tributaries to the head of tide as indicated on the state wetlands maps, and all land and water areas within 1,000 feet of the landward boundaries and heads of tides as indicated on approved Chesapeake Bay Critical Area Overlay Zoning Map Amendments.

Community Centers: Concentration of activities, services, and land uses that serve, and are focal points for, the immediate neighborhoods. (See also Metropolitan Centers.)

Cooperative Forecasts: A series of population, household, and employment forecasts prepared by local jurisdictions under the auspices of the Metropolitan Washington Council of Governments (COG).

Density: The number of dwelling units or persons per acre of land, usually expressed in units per gross acre.

- Single-family detached dwellings (range from less than 1 to 6 per acre) on a single lot.
- Townhouses (range from 7 to 12 per acre) attached in a row.
- Multifamily apartments (range from 12 to 48 per acre) in one structure.
- Garden apartments: Multiple-unit structures (2 to 4 stories high) with no elevator.
- High-rise apartments: Multiple-unit structures (5 or more stories high) with elevator.

Density Bonus Zones: Floating or mixed-use zones that allow additional density in exchange for public benefit features such as public buildings, recreational facilities, plazas, trails, and open space.

Departure: A process that provides a waiver of the regulations for landscaping, signs, and parking spaces. A Planning Board hearing is required.



Prince George's County Planning Department

Developed Tier: The subarea of the County consisting primarily of inner-County areas that are largely developed.

Developing Tier: The largely suburban subarea of the County located primarily in the central portion of the County.

Euclidean Zoning: Also known as “building block” zoning, Euclidean zoning is characterized by the segregation of land uses into specified geographic districts and dimensional standards stipulating limitations on the magnitude of development activity allowed on lots within each type of district. Typical types of land-use districts in Euclidean zoning are residential (single-family), residential (multifamily), commercial, and industrial.

Forecast: As defined for use in the Council of Governments (COG) Cooperative Forecasting Program, a projection tempered by stated policy considerations, including the reconciliation of past and current trends with current and future policies. Ideally, forecasts reflect the best professional judgment concerning the impact of trends and present conditions on the future trend of development and the likely effectiveness of policies to alter this trend. Therefore, forecasts should represent the most realistic assessment of the future.

Form-Based Code: A method of regulating development to achieve a specific urban form. Form-based codes create a predictable public realm by controlling physical form primarily, with less focus on land use, through city or County regulations.

Functional Plans: Maps and supporting text that comprehensively cover a specific topic (such as public safety, transportation, or historic preservation) for the entire County.

Geographic Information System (GIS): An organized collection of computer hardware, software and geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information.

Geospatial: A term widely used to describe the combination of spatial software and analytical methods with terrestrial or geographic datasets.

Historic District: A group of historic resources comprising two or more properties that are significant as a cohesive unit and contribute to the historical, architectural, archeological, or cultural values within the Maryland-Washington Regional District and that have been so classified in the County's Historic Sites and Districts Plan.

Historic Site: An individual historic resource that is significant in American history, architecture, archeology, or culture and is so designated on the County's Historic Sites and Districts Plan. A historic site is protected by the Prince George's County Historic Preservation Ordinance.

Intensity: A term referring to the gross (total) floor area and/or the degree to which commercial and industrial land uses generate traffic, noise, air pollution, and other potential problems for commercial and industrial uses.

Master Plan: A document that guides the way an area should be developed. It includes a compilation of policy statements, goals, standards, maps, and pertinent data relative to the past, present, and future trends of a particular area of the County including, but not limited to, its population, housing, economics, social patterns, land use, water resources and their use, transportation facilities, and public facilities. In Prince George's County, master plans amend the County's General Plan.

Metropolitan Centers: Areas of the County with a high concentration of land uses (such as government service or major employment, major educational complexes, and high-intensity commercial uses) that attract employers and customers from other parts of the Washington



Prince George's County Planning Department

metropolitan area. Metropolitan centers are, or may be, cost-effectively served by mass transit. (See also Community Centers.)

Mixed-Use Zoning: Zoning that permits a combination of uses within a single development. For example, many zoning districts specify permitted combinations of residential and office/commercial uses. The term has also been applied to major developments, often with several high-rise buildings, that may contain offices, shops, hotels, apartments, and related uses.

Nonconforming Use: A use that is prohibited by, or does not conform to, the Zoning Ordinance. Except when construction has occurred in outright violation of the code, nonconforming uses are generally ones that were allowed under the original zoning but have not been allowed since the land was rezoned or the law changed. The use may continue to operate subject to limitations.

Forest Multiple Domain: A forest is the grouping of one or more directory domain trees. A multiforest design is when an entire company or agency network is separated into several forests. It carries higher administrative and support costs and complicates collaboration and messaging. However, it provides the highest level of network security.

Orthorectify: Processing an aerial photograph to geometrically correct it so that the scale of the photograph is uniform and can be measured in the same way as a map.

Plan 2035: Approved in 2014, Plan 2035 provides long-range guidance for the future growth of the County. It identifies centers and corridors where intensive mixed-use (residential, commercial, and employment development) is encouraged. The plan also divides the County into three development tiers (developed, developing, and rural) recognizing the different development goals and needs of different parts of the County. The plan also makes recommendations for infrastructure elements: green infrastructure, transportation systems, and public facilities. The plan includes guidance for economic development, revitalization, housing urban design, and historic preservation. Future implementation efforts are outlined.

Planimetric: A two-dimensional representation of geographical space using aerial photography.

Planning Area: A district geographically defined by natural or manmade boundaries as described in the Zoning Ordinance. It is the smallest geographical area for which a master plan is prepared. Prince George's County is divided into 37 planning areas, covering the entire County with the exception of the City of Laurel (which is not under M-NCPPC jurisdiction).

Planning Assistance to Municipalities and Communities (PAMC): The PAMC program, administered through the Prince George's County Planning Department, offers planning design, technical and, in select cases, financial assistance for planning-related projects in response to specific requests from local municipalities and community organizations.

Plat: A plat of subdivision is the plan that includes metes and bounds for lots, parcels, public road, land dedication, and conditions of approval.

Preliminary Plan of Subdivision: The preliminary detailed drawing (to scale) of a tract of land, depicting its proposed division into lots, blocks, streets, alleys, or other designated areas within a proposed subdivision.

Sectional Map Amendment (SMA): (A) The rezoning of a planning area (or a combination of planning areas, municipalities, those areas subject to a master plan, or areas subject to an adopted urban renewal plan), either selectively or in its entirety, to implement a master plan and policies to achieve specified planning goals. (B) A legislative act that implements the land use recommendations contained in a master plan by comprehensively rezoning property to reflect master plan policies, but not necessarily to follow all master plan land use policies or recommendations.



Prince George's County Planning Department

Special Exception: A process by which special specific uses are permitted in zones where they would not otherwise be allowed. A special exception requires a hearing by the Zoning Hearing Examiner and may include specific regulations addressing screening, buffering, noise, hours of operation, appearance, and other issues dealing with impact and compatibility.

Stormwater Management: The collection, conveyance, storage, treatment, and disposal of stormwater runoff in a manner to prevent accelerated channel erosion, increased flood damage, and/or degradation of water quality.

Subdivision: The division by plat or deed of a piece of property into two or more lots, plots, sites, tracts, parcels, or other land divisions in accordance with Subtitle 24 of the Prince George's County Code.

Transfer of Development Rights (TDR): A growth management tool used to protect designated rural and environmentally sensitive areas by allowing development rights to be transferred to properties in other parts of the County.

Transit District Development Plan (TDDP): A legally binding plan that establishes development requirements both for specific parcels of land and for the entire transit district.

Transit District Overlay Zone (TDOZ): A mapped zone superimposed over other zones in a designated area around a Metro station. The TDOZ may modify certain requirements for development within those underlying zones. Permitted uses of the underlying zones are unaffected. However, underlying zones can be changed via the TDOZ.

Transit-Oriented Development (TOD): Land uses that are sited, designed, and combined to maximize transit, particularly rail and ridership.

Tree Conservation Plan: A site map that delineates tree-save areas and text that details the requirements, penalties, or mitigation negotiated during the development and/or permit review process.

Use Tables: Tables that show uses allowed in different zones in the Zoning Ordinance.

Woodland Conservation Ordinance: A state and county regulation that seeks to preserve high-priority woodlands through the land development process. It includes the designation and protection of woodland conservation areas, as well as mitigation measures and penalties.

Zoning: The classification of land by types of uses permitted and prohibited in a district and by densities and intensities permitted and prohibited, including regulations regarding building location on lots.



Prince George’s County Planning Department – Office of the Director

OVERVIEW

The Planning Director’s Office provides administration and overall direction for the Planning Department. This responsibility includes the planning, supervision, and coordination of all planning services. The Director’s Office encompasses human resources, legislative services, and special department-wide project support functions.

PROGRAMS AND SERVICES PROVIDED

- General Administration
- Human Resources
- Legislative Services

ACCOMPLISHMENTS

- Continued to assist the Planning Board to transition from in-person meetings to 100 percent virtual.
- Developed and implemented the Planning Educational Program. The Division has hosted up to 20 training courses throughout the past year to assist Planning Department staff in their professional development
- Continue to produce and distribute a monthly Director’s Corner e-newsletter to all employee staff.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
	Expenditures	\$2,438,028	\$2,516,987	3.2%
Staffing				
	Funded Career Positions	13.00	14.00	7.7%
	Funded Term Positions	1.00	0.00	-100.0%
	Funded Workyears	14.00	14.00	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget increased by \$83,059, or 3.7 percent, above FY 2023 total. The variance is due to the staffing complement increasing by one full-time career position in FY 2024. This Division is proposing to add one Special Program Coordinator position that will provide needed building engineering and facility operations support for the Planning Departments anticipated new headquarters.

Supplies and Materials budget increased by \$700 or 1.8 percent, from above the FY 2023 total, primarily due to inflationary cost increases.



Prince George's County Planning Department – Office of the Director

Other Services and Charges budget decreased by \$22,200 or -13.5 percent, below the FY 2023 total, primarily due one-time costs associated with professional services for transcription and legal services not included in the FY 2023 budget not being need in FY 2024.

Funded Positions/Funded Work Years—Total positions and work years will change as follows: The Planning Director's Office is proposing to amend the staff complement by adding one full-time career position and one work year for a Special Program Coordinator that will assist with building engineering and facility operations. This increase is offset by a decrease to the Planning Director's Office staffing complement by one term contract position and one work year respectively that will not carry over into FY 2024.



Prince George's County Planning Department – Management Services

OVERVIEW

The newly formed Management Services Division (MSD) provides administration and overall direction for the Planning Department. This responsibility includes the planning, supervision, and coordination of all planning services not covered in the Planning Director's Office. The Management Services Division encompasses budgeting, finance, procurement, facilities management, office services, web development, and publications and graphics support functions.

PROGRAMS AND SERVICES PROVIDED

- Budgeting, Finance, and Procurement
- Facilities Management
- Office Services
- Publications and Graphics
- Web Development

ACCOMPLISHMENTS

- Publications won two national design awards.
- Upgraded Planning Board's online streaming service to Granicus.
- Hired one new staff member and promoted one.
- Created materials for the Neighborhood Planning Academy, including PowerPoints, facilitator and participant workbooks, social media promotion, and website.
- Continued to print all plans and studies in-house and on-demand for increased quality, shorter production times, and reduced cost.
- Helped produce multiple virtual community meetings and the Hyattsville Parking Day event, including online sign-up, graphics, PowerPoints, surveys and polls, and video/event production.
- Continued to provide current and useful information to the public by posting 634 times on Facebook, 602 times on Instagram, 966 times on Twitter, and 60 times on LinkedIn in the last year.
- Worked on upgrades to the DAMS, Person of Record, Preapplication, and Zoning intake web interfaces.
- Continued to produce the internal Director's Corner e-newsletter.
- Published the completed Adelphi Road-UMGC-UMD Purple Line Station Area Sector Plan.
- Supported the Department with ongoing plans and studies like the West Hyattsville-Queens Chapel Rd Sector Plan, Master Plan of Transportation, and US Route 1 Land Redevelopment Study.
- Completed design and layout of numerous studies and reports, including various PAMC projects and the Cultural Arts Study.



Prince George's County Planning Department – Management Services

BUDGET AT A GLANCE

Summary of Division Budget

	FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget			
Expenditures	\$3,590,460	\$4,741,680	32.1%
Staffing			
Funded Career Positions	18.50	20.00	8.1%
Funded Term Positions	-	-	-
Funded Workyears	18.50	20.00	8.1%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget increased by \$128,122 or 5.4 percent above the FY 2023 total. The variance is primarily due to the FY 2024 proposal including the addition of one full-time career Administrative Specialist I position and to fully fund a previous fifty-fifty cost split position shared with the Commissioner’s Office. The net effect of these changes increases the staffing complement by one and a half positions.

Supplies and Materials budget increased by \$304,500 or 125.1 percent above the FY 2023 total. This increase is primarily to cover one-time costs in FY 2024 to upgrade office systems furniture across the Department.

Other Services and Charges budget increased by \$519,850 or 58.4 percent above the FY 2023 total. The increase is primarily due to increased funding for building operating expenses related to custodial services and landscaping at the proposed new office site for Planning, Parks, and Recreational administrative services.

Capital Outlay budget increased by \$240,900 or 339.3 percent above the FY 2023 total. The increase is the result of one-time funding included in the FY 2024 to replace end of life HVAC units at the Lakeside Condominiums.

Funded Positions/Funded Work Years: Total positions and work years will both increase by one and a half respectively as described in the Personnel Services section above.



Prince George's County Planning Department – Development Review Division

MISSION

The goal of the Development Review Division (DRD) is to provide professional analysis and evaluation of development proposals as mandated by law for the benefit of applicants, citizens, public officials, and government agencies to implement public plans and policies concerning land use and design, and to improve the quality of development in Prince George's County.

PROGRAMS AND SERVICES PROVIDED

- Applications
- Urban Design Review
- Subdivision Review
- Zoning Review
- Permit Review
- Planning Information Services

DRD is responsible for the review of development proposals, including zoning map amendments, subdivision plans, site plans, special exceptions, departures, and permits. This review is required by the Prince George's County Zoning Ordinance and Subdivision Regulations, as authorized by the Land Use Article.

DRD provides technical review and best professional recommendations on new development proposals. In addition, it provides notice of hearings to the public, mediation for opposing parties, and assistance and information to officials, municipalities, civic organizations, citizens, business owners, engineers, developers, and builders.

DRD also provides support to the Intergovernmental Coordination Activity by analyzing and commenting on proposed text amendments to the Zoning Ordinance and Subdivision Regulations, and support to the Countywide Planning Division and Community Planning Division in the form of resource members for master plan teams.

Web access to the Development Activity Monitoring System (DAMS) provides citizens with more convenient access to information on development activities. DAMS has improved significantly through integration with the Geographic Information System (GIS) database. Web access to report backup and final decisions (resolutions) has also been improved.

ACCOMPLISHMENTS

- Analyzed 393 applications for zoning map amendments, special exceptions, conceptual and detailed site plans, preliminary plans, and final plats of subdivision for conformance with County plans, policies, and development regulations.
- Processed 13,755 permits in FY 2021.
- Responded to 29,602 inquiries from the public in FY 2022.
- **SDP-1901 PRESERVE AT WESTPHALIA**—On September 30, 2021, the Planning Board approved with revised conditions a specific design plan for a residential community of 189 single-family attached and 103 single-family detached dwelling units. The property is 63.66 acres in the R-M/L-A-C Zones, within Planning Area 78.



Prince George's County Planning Department – Development Review Division

- **SDP-9710-02 15900 LEELAND ROAD (TARGET)**—On September 30, 2021, the Planning Board approved with revised conditions a specific design plan for the development of 499,230 square feet of additions to two existing warehouse buildings. The property is 157.53 acres in the E-I-A Zone, within Planning Area 74A.
- **DSP-20020 BELTWAY PLAZA – PHASE 1**—On September 9, 2021, the Planning Board approved with revised conditions a detailed site plan for Phase 1 of the redevelopment of Beltway Plaza, to include 750 multifamily residential dwelling units, a hotel, recreation center and limited streetscape improvements. The property is 53.88 acres in the M-U-I/D-D-O Zones, within Planning Area 67.
- **4-20038 ELP DC II**—On September 16, 2021, the Planning Board approved with conditions a preliminary plan of subdivision for four parcels for the development of 999,630 square feet of industrial development. The property is 77.63 acres in the I-2/I-3 Zones, within Planning Area 85A.
- **A-10059 DOBSON FARMS**—On July 29, 2021, the Planning Board approved a zoning map amendment to rezone property from Residential-Agricultural (R-A) and Residential-Estate (R-E) Zones to the Residential Suburban Development (R-S) Zone. The property is 581.06 acres in the R-A/R-E Zones, within Planning Area 85A.
- **4-19006 CLINTON MARKET PLACENORTH**—On July 22, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for 136 lots and 48 parcels for development of 136 single-family attached dwellings, 96 two-family attached units, and 19,178 square feet of commercial development. The property is 21.27 acres in the M-X-T/M-I-O Zones, within Planning Area 81A.
- **DSP-19028/AC-21006 CALM RETREAT**—On July 22, 2021, the Planning Board approved findings with revised conditions a detail site plan and alternative compliance phase one of a mixed-use development to include 488 single-family attached (townhouse) units. The property is 72.10 acres in the M-X-T Zone, within Planning Area 85A.
- **A-10060 SADDLE RIDGE**—On July 8, 2021, the Planning Board approved with conditions to transmit technical staff report to the Zoning Hearing Examiner and the District Council for zoning map amendment to rezone property from Residential-Estate (R-E) and Rural Residential (R-R) Zones to the Residential Suburban Development (R-S) Zone. The property is 289.01 acres in the R-E/R-R Zones, within Planning Area 85A.
- **CSP-20001 ADDITION TO SIGNATURE CLUB AT MANNING VILLAGE**—On July 1, 2021, the Planning Board approved with revised conditions a conceptual site plan for 75 to 80 townhouse units, including four live/work units, which have a total office space between 2,600 and 3,100 square feet. The property is 7.26 acres in the M-X-T Zone, within Planning Area 84.
- **DSP-20007/AC-21009 DOBSON RIDGE**—On July 1, 2021, the Planning Board approved with revised conditions a detailed site plan to construct 196 single-family attached (townhouse) dwelling units and an alternative compliance from the requirements of Section 4.10, Street Trees Along Private Streets. The property is 80.94 acres in the R-T Zone, within Planning Area 85A.
- **4-20040 WEST HYATTSVILLE**—On October 7, 2021, the Planning Board approved with revised findings and conditions a preliminary plan of subdivision for two parcels for mixed-use development with 750 multifamily dwellings and 15,000 square feet of commercial gross floor area. The property is 8.1 acres in the M-X-T / T-D-O Zone, within Planning Area 68.



Prince George's County Planning Department – Development Review Division

- **DSP-19016 TOWNES AT BRANDYWINE CROSSING**—On October 7, 2021, the Planning Board approved with revised and new conditions a detailed site plan for residential development to consist of 170 single-family attached (townhouse) units and associated site features. The property is 18.58 acres in the I-1 Zone, within Planning Area 85A.
- **4-20020 LOTTSFORD COURT MEDICAL ARTS BUILDING**—On November 18, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for 100,000 square feet of medical office development. The property is 3.58 acres in the C-O/D-D-O Zone, within Planning Area 73.
- **DSP-21006 6400 AMERICA BOULEVARD**—On November 18, 2021, the Planning Board approved with conditions a detailed site plan for a vertical mixed-use building consisting of 316 multifamily dwelling units and 2,052 square feet of commercial/retail space. The property is 2.42 acres in the M-U-I/T-D-O Zone, within Planning Area 68.
- **4-19052 THE PROMISE**—On November 18, 2021, the Planning Board approved with revised conditions a preliminary plan of subdivision for nine parcels for the development of 1,032 multifamily units, 28,775 square feet of commercial use, and 10,894 square feet of institutional use. The property is 15.09 acres in the M-X-T/D-D-O Zone, within Planning Area 76A.
- **4-07005 TLBU PROPERTY**—On December 9, 2021, the Planning Board approved a two-year extension of a preliminary plan of subdivision for a development of 411 single-family detached dwellings and community center. The property is 342.40 acres in the R-S Zone, within Planning Area 82A.
- **4-08002 WESTPHALIA CENTER**—On December 9, 2021, the Planning Board approved a two-year extension of a preliminary plan of subdivision for a mixed-use, commercial, and residential development. The property is 482.57 acres in the M-X-T Zone, within Planning Area 78.
- **DSP-20053 WEST HYATTSVILLE PROPERTY (ETOD)**—On December 16, 2021, the Planning Board approved with revised condition and findings an expedited transit-oriented development (ETOD) detailed site plan for a vertical mixed-use development consisting of 293 multifamily dwelling units and 3,213 square feet of commercial retail space. The property is 8.09 acres in the M-X-T/T-D-O Zone, within Planning Area 68.
- **4-13019 BELL STATION CENTER**—On December 16, 2021, the Planning Board approved a one-year extension for a preliminary plan of subdivision for a 95,000-square-foot commercial retail development. The property is 10.81 acres in the C-S-C/C-M Zone, within Planning Area 70.
- **4-05113 D'ARCY PARK NORTH**—On January 20, 2022, the Planning Board approved a two-year extension for preliminary plan of subdivision for Parcels A-D (168 residential condo apartments and 329 residential condo townhouses). The property is 72.00 acres in the RR/MIO Zones (R-R/M-I-O Prior Zones), within Planning Area 78.
- **DSP-20012 METRO CITY**—On January 20, 2022, the Planning Board approved with revised conditions a detailed site plan for Phase 1 of a mixed-use project consisting of 72 townhouses, 240 multifamily dwelling units for seniors, and a 195-bed assisted living facility. The property is 24.80 acres in the RMF-48 Zone (M-X-T/D-D-O Prior Zones), within Planning Area 75A.
- **SA-130001-03 CAFRITZ PROPERTY AT RIVERDALE PARK (STATION FOOD HALL)**—On February 10, 2022, the Planning Board approved a secondary amendment to amend the Table of Uses to permit food hall use in the 2012 Cafritz Property at Riverdale Park Town Center Development Plan. The property is 37.37 acres in the LMUTC Zone (M-U-TC Prior Zone), within Planning Area 68.



Prince George's County Planning Department – Development Review Division

- **4-07108 KONTERRA TOWN CENTER EAST**—On February 10, 2022, the Planning Board approved a six-year extension of a preliminary plan of subdivision for 980 lots and 67 parcels proposed for mixed-use of residential, retail, office, and hotel uses. The property is 405.41 acres in the TAC-C/RR Zones (M-X-T/R-R Prior Zones), within Planning Area 60.
- **SDP-0519-01 BRANDYWINE VILLAGE**—On February 17, 2022, the Planning Board approved with conditions a specific design plan for construction of approximately 97,597 square feet of office and retail uses in an integrated shopping center. The property is 17.45 acres in the TAC-E Zone (L-A-C/R-M Prior Zones), within Planning Area 85A.
- **4-08019 COMMONS AT ADDISON ROAD II**—On February 17, 2022, the Planning Board approved a one-year extension of a preliminary plan of subdivision for a structure garage. The property is 1.00 acre in the LTO-E Zone (C-S-C/D-D-O Prior Zones), within Planning Area 75A.
- **DSP-17023-03 ADDISON ROW (ETOD)**—On February 24, 2022, the Planning Board approved with revised conditions a detailed site plan for construction of 327 multifamily dwelling units in Building C for Phase 2 of a larger mixed-use development. The property is 34.59 acres in the RMF-20 Zone (M-X-T Prior Zone), within Planning Area 72.
- **4-21022 FIRST BAPTIST CHURCH OF HIGHLAND PARK**—On March 3, 2022, the Planning Board approved with conditions a preliminary plan of subdivision for one parcel for development of 138 multifamily dwelling units for elderly or handicap families, in addition to 128,112 square feet of existing institutional uses, and a variance to Section 25-122(b)(1)(G). The property is 34.59 acres in the RMF-20 Zone (M-X-T Prior Zone), within Planning Area 72.
- **DSP-21012 SPIRIT OF GOD DELIVERANCE CHURCH**—On March 3, 2022, the Planning Board approved with revised conditions a detailed site plan to construct an 18,112-square-foot church with 126 parking spaces. The property is 5.28 acres in the LCD/RR/CGO/MIO Zones (R-M/R-R/C-S-C/M-I-O Prior Zones), within Planning Area 78.
- **CDP-2101 PARKLAND AND ROCK CREEK**—On March 3, 2022, the Planning Board approved with revised findings and conditions a comprehensive design plan for up to 770 residential dwelling units, including 350–440 single-family attached dwellings, 130–170 single-family detached dwellings, and 110–160 age restricted multifamily dwelling units, as well as approximately 6,000 square feet of commercial/retail space. The property is 156.87 acres in the LCD/MIO Zones (R-M/L-A-C/M-I-O Prior Zones), within Planning Area 78.
- **4-18016 CRAIN COMMONS**—On March 3, 2022, the Planning Board approved a one-year extension of a preliminary plan of subdivision for 75 lots and 12 parcels for single-family attached and commercial development. The property is 15.36 acres in the CGO/RR Zones (C-S-C/R-R Prior Zones), within Planning Area 82A.
- **4-21017 HILLSIDE (FORMERLY FORT WASHINGTON RIDGE)**—On April 28, 2022, the Planning Board approved with revised findings and conditions a preliminary plan of subdivision for 64 lots and 16 parcels for development of 64 single-family attached dwellings. The property is 14.11 acres in the RR Zone (R-R Prior Zone), within Planning Area 80.
- **DSP-95073-06 KAISER PERMANENTE LARGO MEDICAL CENTER**—On April 28, 2022, the Planning Board approved with revised conditions a detailed site plan for construction of 11,050 square feet of additions to an existing medical office building and an 80,000-square-foot addition to an existing parking garage. The property is 14.71 acres in the RTO-H-E Zone (M-U-I Prior Zone), within Planning Area 73.



Prince George's County Planning Department – Development Review Division

- **CDP-0505-02 NATIONAL CAPITAL BUSINESS PARK**—On May 5, 2022, the Planning Board approved with revised findings and conditions a comprehensive design plan to increase the gross floor area of the permitted employment and institutional uses from 3.5 to 5.5 million square feet, as authorized, pursuant to Section 27-515(b) of the Zoning Ordinance. The property is 426.52 acres in the LCD Zone (R-S Prior Zone), within Planning Area 74A.
- **4-20183 GROVE AT GLENARDEN SENIOR LIVING**—On May 12, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for development of 164 multifamily dwelling units for elderly or handicap families, in addition to 612,890 square feet of institutional uses. The property is 159.61 acres in the RE Zone (R-E Prior Zone), within Planning Area 74A.
- **DSP-18034-02/AC-22001 MELFORD TOWN CENTER**—On May 12, 2022, the Planning Board approved with revised conditions a detailed site plan for 249 single-family attached (townhouses) dwelling units, including three architectural models, and construction of recreation facilities, and an alternative compliance from Section 4.6 of the 2010 Prince George's County Landscape Manual. The property is 52.23 acres in the TAC-E Zone (M-X-T Prior Zone), within Planning Area 71B.
- **4-21025 BROAD CREEK TOWNHOUSES AT HENSON CREEK TRANSIT VILLAGE**—On May 19, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for 80 lots and eight parcels for the development of 80 single-family attached dwelling units. The property is 14.87 acres in the RSF-A/AG Zones (O-S/R-T Prior Zones), within Planning Area 80.
- **4-21055 TERRAPIN HOUSE**—On May 26, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for development of 175 multifamily dwelling units, and 15,000 square feet of commercial use. The property is 0.89 acres in the LTO-E/RSF-65 Zones (M-U-I/D-D-O Prior Zones), within Planning Area 66.
- **CSP-21004/CP-21006 NATIONAL VIEW**—On May 26, 2022, the Planning Board approved with revised conditions a conceptual site plan and conservation plan for a mixed-use development consisting of up to 1,870 multifamily dwellings, and up to 289,000 square feet of commercial/retail, and office space. The property is 20.09 acres in the RMF-48/IDO Zones (M-X-T/I-D-O Prior Zones), within Planning Area 76A.
- **DSP-06015-01 CAPITOL HEIGHTS SHOPPING CENTER**—On June 9, 2022, the Planning Board approved with conditions a detailed site plan for an integrated shopping center with a gross floor area of 113,389 square feet. The property is 26.73 acres in the LTO-E Zone (C-S-C/M-I-O/D-D-O Prior Zones), within Planning Area 75A.
- **DSP-21049 LARGO PARCEL O - ETOD**—On June 16, 2022, the Planning Board approved with conditions a detailed site plan for construction of 269 multifamily dwelling units and 1,990 square feet of commercial/retail space in one building. The property is 3.67 acres in the RTO-H-C Zone (M-U-I/D-D-O Prior Zones), within Planning Area 73.
- **4-17034 THE PRESERVE AT WESTPHALIA**—On June 16, 2022, the Planning Board approved a one-year extension request for a preliminary plan of subdivision for 292 lots and 25 parcels for single family detached and attached units and 12,500 square feet of commercial development. The property is 63.66 acres in the LCD Zone (L-A-C/R-M Prior Zones), within Planning Area 78.
- **DSP-21033 METROPOLITAN EAST AT KONTERRA TOWN CENTER**—On June 30, 2022, the Planning Board approved with revised conditions a detailed site plan (DSP-21033 and TCP2-065-08-03) for 219 single-family attached (townhouses) dwelling units, including two



Prince George's County Planning Department – Development Review Division

architectural models; and disapproved the variance request to Section 27-548(h). The property is 18.39 acres in the TAC-C Zone (M-X-T Prior Zone), within Planning Area 60.

- **SDP-1603-02 NATIONAL CAPITAL BUSINESS PARK**—On June 30, 2022, the Planning Board approved with revised conditions a specific design plan for development of a 3,428,985-square-foot warehouse/distribution facility, with associated parking lots and a trailer and loading area. The property is 90.11 acres in the LCD Zone (R-S Prior Zone), within Planning Area 74A.
- **4-21039 ECOGRADS**—On June 30, 2022, the Planning Board approved with revised conditions a preliminary plan of subdivision for one parcel for 123 multifamily dwelling units and 2,300 square feet of commercial use. The property is 0.52 acres in the LTO-E Zone (M-U-I/D-D-O Prior Zones), within Planning Area 66.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
	Expenditures	\$7,247,370	\$7,416,307	2.3%
Staffing				
	Funded Career Positions	56.00	56.00	0.0%
	Funded Term Positions	-	2.00	-
	Funded Workyears	56.00	58.00	3.6%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget increased by \$224,237 or 3.4 percent, compared to FY 2023 primarily due to the proposed addition of two new term contract positions to the DRD staffing complement offset by the transfer of one Special Program Coordinator position to the Planning Director’s Office. The two new positions include one term contract Planning Technician II position to support increased workload within the Permit Review Section and one term contract Planning Technician II to support increased workload in the Planning Information Services Section.

Supplies and Materials budget increased by \$6,000 or 4.0 percent above the FY 2023 total, primarily due to inflationary cost increases.

Other Services and Charges budget decreased by \$130,800 or -22.1 percent from the FY 2023 total, primarily due to one-time costs included in the adopted FY 2023 budget associated with relocating the Planning Department that will not be needed in FY 2024.

Funded Positions/Funded Work Years: Total FY 2023 funded positions and workyears will increase by two term contract positions for the reason mentioned above under personnel services.



Prince George's County Planning Department – Development Review Division

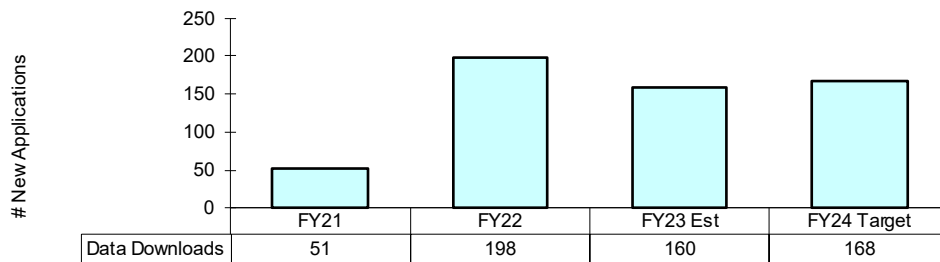
GOALS AND PERFORMANCE MEASURES

Divisional Goal: Provide professional, objective analysis and evaluation of development proposals as mandated by law for the benefit of applicants, citizens, public officials, and government agencies to implement public plans and policies concerning land use and design, and to improve the quality of development in Prince George's County. This will be accomplished through the review and analysis of various development applications received, analyzed, and evaluated; and responding to applicant inquiries received via either walk-ins, telephone, or written requests.

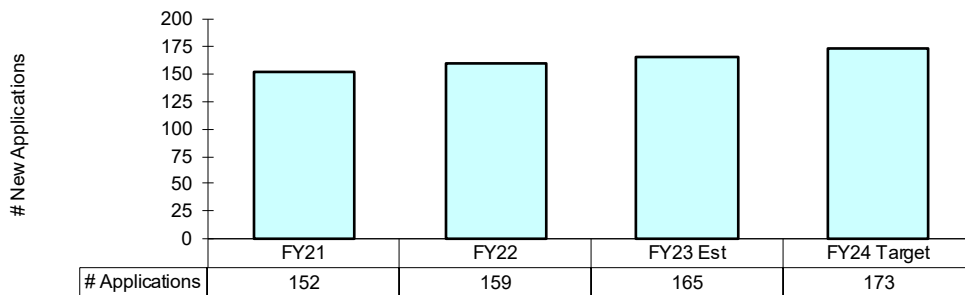
Divisional Objective: Provide a factual and legal basis for decisions on public plans and policies concerning the use and design of land.

Outcome Subdivision, Zoning, Urban Design: Information and recommendations for the public and decision makers.

Plans and Plats of Subdivision

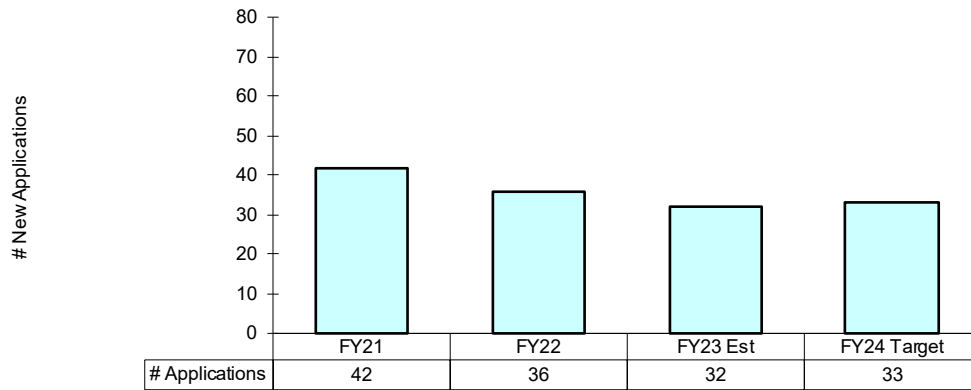


Urban Design

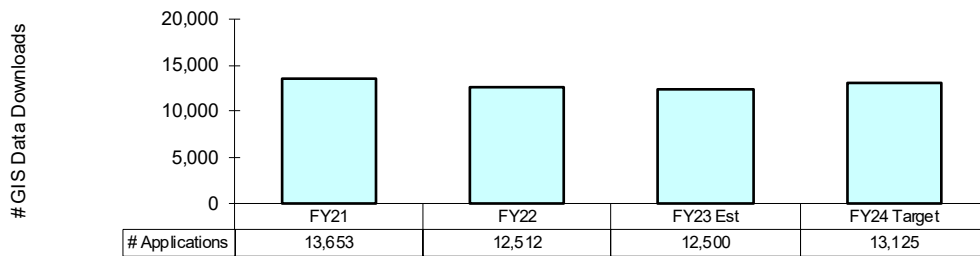


Prince George's County Planning Department – Development Review Division

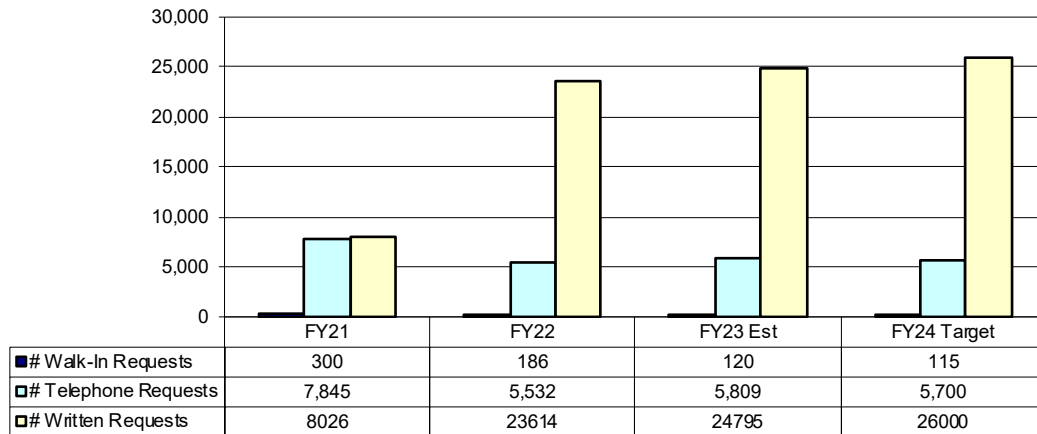
Zoning



Permits



Modes of Delivery of Planning and Development Information Service



Prince George's County Planning Department – Community Planning

MISSION

The mission of the Community Planning Division (CPD) is to plan for livable communities, provide the highest quality community planning services, and to work with stakeholders to facilitate the implementation of approved plans. Meeting customer needs is CPD's top priority.

PROGRAMS AND SERVICES PROVIDED

The division's work program includes preparing comprehensive plans (master and sector plans), sectional map (or zoning) amendments, and planning studies; reviewing development proposals for consistency with approved plans and overlay zones; managing the Department's Planning Assistance to Municipalities and Communities (PAMC) program; facilitating intergovernmental coordination; and responding to requests for information and planning assistance from other departments and agencies (County, regional, state, and federal), municipalities, community groups, citizens, and residents.

The division currently has four sections:

- **The Neighborhood Revitalization Section** provides planning assistance to municipalities, communities, agencies, and other stakeholders to implement the recommendations of Plan 2035 and area master and sector plans. The PAMC program is the cornerstone program for implementation. This critical implementation work includes focused planning studies, urban design services, interagency coordination, stakeholder facilitation, technical planning assistance, grant assistance, and community and municipal capacity-building. This section also supports numerous committees that are working on implementation and the State of Maryland's Sustainable Communities program.
- **Two Long-Range Planning Sections** work closely with communities, property owners, businesses, and institutional partners to evaluate and update Plan 2035 through the amendment or replacement of comprehensive area master or sector plans and the County's zoning map. This more traditional planning and zoning work includes the creation or refinement of master plans and comprehensive rezoning for a wide variety of locations, from large rural areas of the County to specific Purple Line Light Rail communities or Metro stations.
- **The Placemaking Section** works on implementation of Plan 2035 and its Strategic Investment Program through coordination with various community stakeholders and federal, state, County, and municipal officials. This section promotes implementation of the downtown master plans, creative placemaking, special studies, and opportunities to activate underutilized spaces throughout the County. This section also manages the Division's GIS and data analysis.

The division is responsible for:

- Development of master and sector plans
- Master and sector plan amendments
- Plan 2035 downtown implementation studies and coordination
- Planning Assistance to Municipalities and Communities (PAMC) program
- Planning studies
- Sustainable Communities Program coordination
- Specialized planning and feasibility studies
- Public outreach and education



Prince George's County Planning Department – Community Planning

- Master Plan evaluation and monitoring
- Public engagement and creative placemaking activities
- Development review
- Comprehensive rezoning through sectional map amendments
- Zoning text amendments

ACCOMPLISHMENTS

- **Conducted community meetings for:**
 - West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment (2)
 - Bowie-Mitchellville and Vicinity Master Plan (26)
 - Largo Wayfinding, Branding, and Placemaking Strategy (2)
 - Southern Avenue Pedestrian Accessibility Study (1)
 - Cultural Arts Study (2)
 - Route 1 Land Redevelopment Study (2)
- In January 2022, the District Council initiated a sectional map amendment (SMA) to be conducted concurrently with the West Hyattsville-Queens Chapel Sector Plan. The Staff Draft West Hyattsville-Queens Chapel Sector Plan and Proposed SMA were released to the public in July 2022. Staff created a pop-up parklet and hosted a booth disseminating information on the draft plan and proposed SMA at the City of Hyattsville's PARKing Day and SummerFest activities in September 2022. A Joint Public Hearing was held October 2022.
- **Minor Amendments:** A minor amendment to the Gateway Arts District Development District Overlay Zone was approved by the District Council in November 2021.
- **New Carrollton Downtown Access and Connectivity Strategy:** Completed engagement (community open house, online apps, presentation at Councilmember Glaros meeting) in Summer/Autumn 2022. The consultant will be incorporating feedback with anticipated publication early 2023.
- **Land Redevelopment Study (Land Acquisition Case Study):** In April 2022, the Department entered into a contractual service agreement for the development of the US Route 1 Land Redevelopment Study. The purpose of the study is to bring together experts from across various disciplines to focus on neighborhood revitalization, real estate development, complete streets, and design that support the development of healthy, equitable neighborhoods. Most important is to involve residents and stakeholders in the study area in the process. The study began with a kick-off meeting in June 2022, followed by a series of stakeholder meetings, which included property owners, business owners, and residents. A final report is to be delivered in July 2023.
- **Southern Avenue Metro Pedestrian Accessibility Study:** Staff finalized the scope, selected consultants and work has progressed. There have been project kick-off meetings, focus groups with agencies and fellow government staff on both sides of the Washington, D.C. line, and the first public stakeholder focus group. The consultants submitted the final draft in November 2022. Staff is revising several maps, with anticipated publication in early 2023.
- **Henson Creek Transit Village Study:** Final draft completed and held three District 8 community meetings.



Prince George's County Planning Department – Community Planning

- **Largo Wayfinding, Branding, and Placemaking Strategy:** Final draft review taking place. Anticipated publication early 2023.
- **Prince George's County Cultural Arts Study:** Staff in concert with the consultant team and County agencies conducted two final virtual Cultural Arts Study meetings for residents and stakeholders (one conducted in Spanish) that produced robust attendance. The Study was completed and distributed in July 2022.
- **Plan 2035:** With a new Research Section in place in Information Management Division, and with staff capacity increasing in the Placemaking Section, CPD anticipates working on updated website and review of recommendations from the Five-Year Review in the first half of 2023. This is subject to the successful recruitment of the Planner III position in Placemaking Section.
- **PAMC Projects:** Completed five PAMC projects/reports including the College Park Age-Friendly Action Plan, the Bladensburg Market Feasibility and Economic Analysis, the Fairmount Heights Pattern Book, the Aquasco-Woodville Cultural Resources Inventory, and the Old Brandywine Sidewalk and Streetscape Improvement Designs.
- Entered and verified approximately 2,100 records in the Master Plan Recommendations Database for five master/sector plans.
- Completed the Sustainable Community Renewal application and received approvals for the Greater Chillum and the Central Avenue-Blue Line Corridor (Towns of Capitol Heights, Fairmount Heights, and Seat Pleasant, and unincorporated areas of the County) Sustainable Communities.
- Posted the Retail Revitalization Guide RFP for consultant services and reviewed proposals. Retained the service of a consultant team to undertake multidisciplinary tasks. The consultant has completed commercial centers' site visits, stakeholder interviews, case studies, center typologies, and are currently working on the interactive web aspect of the project.
- Completed and published the ULI Washington TAP for Westphalia.
- **Plan 2035 Implementation:** Staff oversaw the completion of two consultant-led studies in the Takoma/Langley Crossroads area—one parking study and one planning and implementation study. These were published in October and November 2021.
- Staff worked to complete the Countywide Wayfinding Study, published in November 2021.
- Facilitated four Partnership for Action Learning in Sustainability (PALS) projects pursuant to memorandum of understanding (MOU) with University of Maryland including Abandoned Cemeteries Analysis, Racially Restrictive Housing Covenants in Prince George's County, Creative Placemaking—Sounds of Prince George's County, Bicycle Network Map for Prince George's County.
- Provided assistance for completion of the Alcohol Outlet Density Report for the Maryland Legislature.



Prince George’s County Planning Department – Community Planning

BUDGET AT A GLANCE

Summary of Division Budget

	FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget			
Expenditures	\$8,135,901	\$6,034,835	-25.8%
Staffing			
Funded Career Positions	33.00	34.00	3.0%
Funded Workyears	33.00	34.00	3.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

Personnel Services budget increased \$336,134, or 8.3 percent, above the FY 2023 total. The variance is primarily due to the staffing complement increasing by one full-time career position as a result of a Planner IV position being transferred from the Countywide Planning Division Special Projects Section to the Community Planning Divisions Master Plans and Studies Section to assist with the increased workload.

Supplies and Materials budget increased \$3,900 or 4.2 percent, above the FY 2023 total primarily due to inflationary cost increases.

Other Services and Charges budget decreased \$2,482,000, or -62.0 percent, from the FY 2023 total primarily because of decreased funding needed for the Community Planning projects requiring professional services funding.

Funded Positions/Work Years: Funded positions and workyears will increase by one full-time career position as a result of transferring a Planner IV position from the Countywide Planning Division to the Community Planning Divisions Master Plans and Studies Section.

Placemaking Around Town (PAT) Program: Placemaking is a key element in the delivery of Plan 2035, and the County’s Master and Sector Plans. In particular, the PAT Program will tap into the community heritage, arts, and culture elements to elevate the sense of place. The PAT Program, administered through the Community Planning Division—Placemaking Section of the Prince George’s County Planning Department, provides place-based community engagement and programming to support placemaking initiatives throughout Prince George’s County. For the purposes of this program, placemaking is defined as a hands-on, community-centered planning approach that prioritizes urban design, stakeholder engagement, and programming to create places where people want to gather. The objective of the program is to create fun and engaging experiences for community members, in their neighborhoods, around some of the Planning Department’s planning projects and goals. To achieve this objective, the PAT team will lead and coordinate partnerships with agency partners and stakeholders to advance placemaking projects and uncover synergies among program goals.

FY 2024 Military Installation Overlay Zone (MIOZ) SMA: Approximately every five years, the Department of Defense issues an Air Installation Compatible Use Zone (AICUZ) Study for Joint Base Andrews Naval Air Facility Washington (JBA). This study identifies areas in Prince George’s County



Prince George's County Planning Department – Community Planning

where land use affects, or is affected by, flight operations at JBA. Such a study was released in 2017, and another one is anticipated in 2023. While the safety zones and height surfaces at JBA have not substantively changed since the first AICUZ was issued in 1974, the noise and high noise contours associated with flight operations at the base change regularly due to changes in aircraft and technology. This SMA is anticipated to add properties to the Military Installation Overlay (MIO) Zone affected by noise from flight operations at JBA and potentially by operations at the Brandywine and Davidsonville Communications Facilities, as well as adjusting the high intensity noise contour as identified by the most recent AICUZ.

Central Avenue-Metro Blue/Silver Line Corridor Plan: In FY 2024, the Department will seek permission to initiate a new sector plan and sectional map amendment focused on the Capitol Heights, Addison Road, and Morgan Boulevard Metro Stations, the FedEx Field property, as well as properties along Central Avenue from the County's shared border with the District of Columbia to the Capital Beltway. This plan will reflect the vision and goals contained in Plan 2035, including focusing new development in the designated centers and preserving existing neighborhoods. It will replace the 2008 *Approved Capitol Heights Transit District Development Plan*, and portions of the 2010 *Approved Subregion 4 Master Plan*.

Cultural Arts Study Implementation: The Department successfully completed the Prince George's County Cultural Arts Study in FY 2023. In FY 2024 the Department will collaborate with our partner agencies, artist, artist organizations and community residents to further define the recommendations and move to begin the implementation process.

Plan 2035 Local Centers' Implementation: This is a continuing work program item. The Department participates in numerous activities to assist with creating viable local centers. Activities include creative placemaking, special studies, assisting with grant applications, and participating on advisory committees. Examples of current committees include the Bowie State MARC Station Development Board and the Town Center Design Review Committees for Riverdale Park, Suitland, Brentwood, and Mt. Rainier. FY 2023 projects currently include:

- In FY 2021, Suitland was identified as a pilot project for creative placemaking. This project was put on hold due to COVID-19. The virtual kick off was held January 2022 and onsite event was held in April 2022. The next pilot areas are Riverdale Park Local Center and Largo Regional Transit. The goal is to complete these in FY 2023.
- In FY 2022 the Southern Avenue Pedestrian Access Study was initiated. This will be completed in FY 2023.

Downtown Centers Implementation Programs: The Department will continue to work with elected officials, partner agencies, and community partner to implement Plan 2035 and master/sector plans at the three downtowns: Prince George's Plaza, New Carrollton, and Largo Town Center and creative placemaking activities. This is an ongoing effort and a continuation of the FY 2022 work program. In FY 2023, this program includes:

- New Carrollton Downtown Access and Connectivity Strategy to develop an implementation strategy on how best to connect neighborhoods within the City of New Carrollton and the Transit District Development Plan area to public spaces, parks, transit facilities, schools, libraries, and key destinations throughout the New Carrollton Downtown. This project started in FY 2022 and will be completed in FY 2023.
- In FY 2021, Largo was identified as one of the locations for a pilot project partnering with the Better Block Foundation to deliver engagement through creative placemaking. This pilot



Prince George's County Planning Department – Community Planning

would assist in the implementation of the Largo Wayfinding, Branding, and Placemaking Strategy. Due to COVID-19, this effort was put on hold, but will now take place in FY 2023.

West Hyattsville-Queens Chapel Sector Plan and SMA: Preparation of a staff draft sector plan and SMA is expected to continue into FY 2024 pending the result of Planning Board action on the current staff draft sector plan and proposed SMA, expected to occur in December 2022.

Bowie-Mitchellville and Vicinity Sectional Map Amendment (SMA): This SMA was initiated through CR-89-2022 on July 12, 2022, and implements the comprehensive zoning recommendations of the 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan*. The Joint Public Hearing on the proposed Bowie-Mitchellville and Vicinity Sectional Map Amendment, scheduled for Tuesday, September 27, 2022, has been postponed and will be rescheduled on a date to be decided. Staff anticipates continuation and approval of this project in FY 2023.

Central Branch Avenue Sectional Map Amendment: A new planning project for the Central MD 5 (Branch Avenue) Corridor was added by the County Council in its approval of the Department's FY 2023 Budget and Work Program. The project will implement the zoning recommendations of the 2013 *Approved Central Branch Avenue Revitalization Corridor Sector Plan* to ensure that the recommended land uses and development concepts can occur.

Port Towns Sector Plan and Sectional Map Amendment: In FY 2024, the Department will seek permission to initiate a new sector plan and sectional map amendment for the Towns of Cottage City, Colmar Manor, Bladensburg, and Edmonston, collectively known as the "Port Towns." This plan will integrate ongoing planning activities in these and adjacent communities and identify strategies for economic development and housing preservation. This plan will replace the 2009 *Approved Port Towns Sector Plan* and a portion of the 2018 *Approved Greater Cheverly Sector Plan* and is anticipated to be approved in FY 2026.

Missing Middle Housing Study and Pattern Book: To support the policies and strategies in the County's approved Housing for Opportunities Plan, the Department is developing a Missing Middle Housing Study and Pattern Book. The missing middle has been defined as "a range of multi-unit or clustered housing types compatible in scale with single-family homes that help meet the growing demand for walkable urban living." This resource will be a tool used by architects, planners, and communities to fundamentally rethink the way they design, locate, regulate, and develop housing. Many communities in Prince George's County want and need more diverse housing choices in walkable neighborhoods; housing that is attainable, sustainable, and beautifully designed. This study was initiated in FY 2022 and continues as an in-house initiative, creating content and ongoing research, and culminating in a presentation to incoming new County Council members and others.

Planning Assistance to Municipalities and Communities Program (PAMC): This ongoing program is available to 26 municipalities and unincorporated areas throughout the County represented by community groups and civic or business associations. The goal of the program is to help communities implement strategy recommendations from Plan 2035 and master and sector plans. A variety of planning studies, urban design exercises, and transportation and mobility evaluations are undertaken each year.

Sustainable Communities Program Assistance: Planning staff continues to assist with the preparation of Sustainable Communities applications and renewals as requested. Renewal applications completed from November 2021 to November 2022 include Greater Chillum and the Central Avenue-Blue Line Corridor (Towns of Capitol Heights, Fairmount Heights, and Seat Pleasant, and unincorporated areas of the County). Staff will continue to coordinate with the Maryland Department of Housing and Community Development on additional community projects in FY 2024.



Prince George's County Planning Department – Community Planning

Land Redevelopment Study (Land Acquisition Case Study): Several existing master plans contain goals that ultimately rely on significant levels of land assembly or landowners coordinating their redevelopments to be implemented. One such plan is the 2010 *Approved Subregion 1 Master Plan*, which seeks to turn large sections of Baltimore Avenue into a Main Street. However, there are challenges to redevelopment on US 1 that include narrow lot depths in key locations and fragmentation of property ownership, which impedes opportunities for land assemblage. The County has seen notable success at the southern end of Baltimore Avenue at Mount Rainier and Hyattsville. This consultant-led study will evaluate the critical success factors in those areas, as well as others in the country. It will also consider the role of incentives for landowners, looking at both “carrot and stick.” The outcome will be a better understanding of those success factors, the opportunities for incentives to accelerate change, and their applicability in other parts of the County.

Prince George's County Retail Revitalization Guide (formerly known as the Clinton Shopping Centers Case Study): The Prince George's Competitive Retail Market Strategic Action Plan identified shopping centers in the County that would benefit from reinvestment and redevelopment. The study will showcase how targeted vacant/underutilized shopping centers in the Clinton Corridor along MD 5 can be repurposed and will identify some of the sources of financing for these projects. The effort will be based on the Prince George's Competitive Retail Market Strategic Action Plan and will coordinate with key agency partners in the Redevelopment Authority, Revenue Authority, and community stakeholders to identify opportunities from the new Zoning Ordinance and County programs. This multi-year project will continue into FY 2024.

Plan 2035 Annual Monitoring: The Department will continue to monitor Plan 2035 metrics. This will be provided as updates to the Plan 2035 website and will include a review of progress on strategy implementation. This is a continuing work program item.

Master and Sector Plan Six-Year Work Program: In FY 2024, CPD will continue to evaluate the County's master and sector plans for consistency with Plan 2035 and identify priority implementation projects and master and sector plans. The evaluation is used to prepare a six-year work program primarily focusing on plans, studies, and priority implementation activities. The Department continues to update a comprehensive database of all recommendations within Prince George's County's 38 master, sector, and transit district development plans and the status of their implementation. A task for later in FY 2023 is to continue to update and validate the completed Master Plan Recommendation Database, and create scorecards for each plan tracking implementation status, to be updated on a regular basis.

GOALS AND PERFORMANCE MEASURES

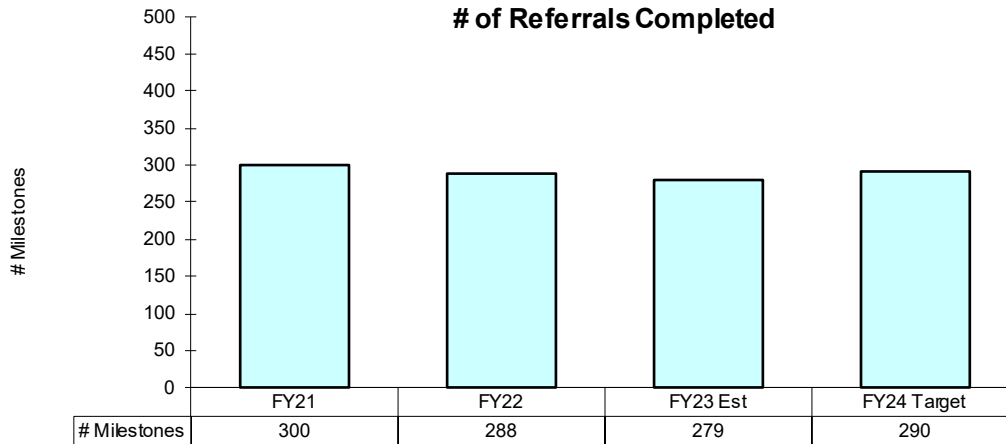
Divisional Goal: Provide timely review of land development applications and provide opportunities for community involvement and public engagement in the preparation of master plans, sector plans, and studies to develop plans that are fact-, community-, and future-driven.

Divisional Objective: Provide long-range comprehensive planning services, encourage neighborhood revitalization initiatives and creative placemaking to implement Plan 2035 and the master and sector plans to the public, communities, and elected and appointed officials.

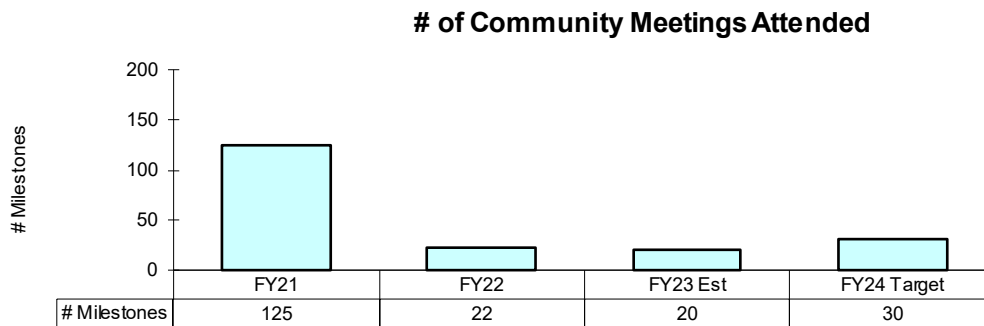
Outcome for Community Planning: Master and sector plans that provide a long-term vision for the communities in Prince George's County that are fact-based and community driven. Communities who are more engaged with, and feel ownership of, plans and studies in their areas.



Prince George's County Planning Department – Community Planning



Outcome for number of referrals completed: Timely review of development applications.



Outcome for number of community meetings attended: Improved customer service and responsiveness to communities.



Prince George's County Planning Department – Countywide Planning

MISSION

To provide the highest quality planning services and growth management guidance on countywide issues to communities, public officials, and other government agencies to achieve sustainable, desirable, and livable communities.

PROGRAMS AND SERVICES PROVIDED

The Countywide Planning Division helps shape livable communities through the protection and stewardship of natural and historic resources and by addressing key infrastructure needs. The division is organized into four sections: Historic Preservation, Environmental Planning, Transportation Planning, and Special Projects. Each section reviews development proposals for compliance with laws and regulations, contributes to development of ongoing community and master plans, and conducts special studies related to its technical specialty for the Planning Department and other County agencies. The division provides staff support to the Historic Preservation Commission and provides information and assistance to other state and County agencies, community groups, citizens, and consultants as required.

The division is responsible for:

- Countywide comprehensive planning services
- Environmental planning services
- Historic preservation planning services
- Special County projects and research services
- Transportation planning services

ACCOMPLISHMENTS

- Adoption of the Countywide Map Amendment in November 2021. The new Zoning Map, Zoning Ordinance, Subdivision Regulations, and Landscape Manual took effect April 1, 2022.
- Continued implementation of staff, decision maker, and stakeholder training on the new Zoning Ordinance, Subdivision Regulations, and Landscape Manual.
- Began work on follow-up steps to ensure the continued success of the new development codes, with emphasis on three initial areas of focus:
 - Ongoing monitoring of the new codes and identification and proactive amendment of revisions that will continue to be necessary to ensure the new Zoning Ordinance, Subdivision Regulations, and Landscape Manual work as intended.
 - Collaboration with County Agency partners and other stakeholders in updating the County's adequacy of public facilities requirements and tests.
 - Initial evaluation of the County's signage regulations with the goal of bringing them into compliance with precedent established by the Supreme Court in the Reed v. Town of Gilbert, AZ case and progeny cases since that time.
- Provided data and research to the County Executive's Office, the Prince George's County Economic Development Corporation (EDC) to assist numerous business entities interested in locating or expanding in the County.
- Represented the Department on the Metropolitan Washington Council of Governments (MWCOC) Planning Directors Technical Advisory Committee on behalf of the Planning Director. Participated in the monthly meetings via webinar.



Prince George's County Planning Department – Countywide Planning

- Coordinated the Planning Department's analysis of three cycles of Water and Sewer Amendments consistent with the recommendations of the 2018 Plan. Staff completed the following Water and Sewer Amendment requests during the reporting period:
 - Seven applications for the September 2021 cycle were presented to the Planning Board on November 4, 2021.
 - Five applications for the December 2021 cycle were reviewed and presented to the Planning Board on March 17, 2022.
- Seven applications for the June 2022 cycle were presented to the Planning Board on July 28, 2022. Conducted mandatory referral reviews, consistent with the 2018 Guidelines, for several solar panel installations to incentivize solar while protecting neighborhoods, farmland, and historic viewsheds.
- Presented fourteen (14) Mandatory Referral applications to the Planning Board, including a Pepco lithium battery facility, a new Public Works building for Cheverly and a new parking garage at the New Carrollton Washington Metropolitan Area Transit Authority (WMATA) station.
- Coordinated the Department review of projects submitted for Intergovernmental Review through the State of Maryland Clearinghouse. Including the following:
 - Pre-Environmental Assessment (EA) Coordination: Proposed Action Includes Traffic and Utilities Mitigation Activities at the Bureau of Engraving and Printing (BEP) at the Beltsville Agricultural Research Center (BARC), Beltsville, Maryland. (January 2022)
 - Excess Property: Lease or sale of one three-story building plus basement at 1616 McCormick Drive, sale of one single-story building at 1601 McCormick Drive, and lease or sale of a 6.8-acre vacant parcel at 1440 McCormick Drive, Upper Marlboro, MD 20774. (February 2022)
 - Renovation and construction of buildings at the Beltsville Agricultural Center, the conveyance of easements along US 1 (Rhode Island Avenue), the review of an Environmental Assessment at the Joint Base Andrews Naval Air Facility for the implementation of the five-year Installation Development Plan and a Draft Supplemental Environmental Impact Statement for vehicles.
- Reviewed land development proposals for adequacy of public safety and public facilities.
- Completed the update of the 2021 *Pupil Yield Factors and Public School Clusters Study*. This study revised pupil yield factors that are used in the regulatory review of preliminary plans of subdivision. These factors are used to measure the impact that a new subdivision will have on the public schools that might serve the proposed subdivision. To determine the schools that might be impacted by a proposed subdivision, school clusters are created and updated by the Planning Department utilizing the Prince George's County Public School's FY 2021-2022 Official Enrollment numbers.
- Continued implementation of the Resource Conservation Functional Master Plan.
- Reviewed Natural Resource Inventory Plans (NRI's) to establish existing environmental site conditions for all sites required to follow the Entitlement process and/or file for a grading permit.
- Reviewed land development proposals for protection of regulated environmental features, conformance to the Woodland and Wildlife Habitat Conservation Ordinance (WCO), and implementation of the Chesapeake Bay Critical Area (CBCA) Ordinance.
- Supported the Development Review Division through detailed analysis of environmental impacts associated with proposed developments in the County.



Prince George's County Planning Department – Countywide Planning

- Reviewed all major projects to be built by federal, state, and County government agencies to ensure community awareness and enhance project design (state-mandated “mandatory referral” process).
- Reviewed all Water and Sewer Amendments for environmental impacts.
- Provided Geotechnical review of all Entitlement Cases and geotechnical coordination with the Department of Permitting, Inspections and Enforcement for their programming purposes.
- Reviewed all permits within the County containing a grading element for conformance to an approved Tree Conservation Plan or CBCA Conservation Plan, easement recordation processing, and bonding notification.
- Interacted with the public via phone and email concerning requests for environmental information, processes, procedures, and plan copy requests.
- Participated in Master Plan updates (both Community Planning Division and Countywide Planning).
- Supported the Department of Permitting, Inspections and Enforcement for semi-annual CBCA reporting.
- Supported the Department of Permitting, Inspections and Enforcement for violations to the WCO and CBCA ordinances, including participation in court cases.
- Represented the Department on the Maryland Sustainable Forestry Council, Patuxent River Commission, Regional Tree Canopy Subcommittee, Energy and Environmental Policy Committee, Climate Action Commission, and the Agricultural Resources Advisory Committee.
- Prepared and submitted the FY 2021 Annual Forest Conservation Report to the Maryland Department of Natural Resources.
- Initiated review of the Resource Conservation and Water Resources Functional Master Plans for upcoming updates.
- Managed the Planning Board’s award of \$400,000 in grants for the preservation and rehabilitation of historic properties, including many properties owned by local nonprofit organizations and private property owners.
- Reviewed rehabilitation proposals (Historic Area Work Permits) affecting County historic sites and districts.
- Reviewed all development applications and building permits received by the Development Review Division for potential impacts on historic and archeological resources.
- Ongoing documentation of historic cemeteries throughout the County.
- Coordinated with Department of Permitting, Inspections and Enforcement on unauthorized work and permit violations affecting designated historic sites and districts.
- Processed County Historic Property Tax Credit applications for reviewed and approved improvements to historic sites and districts.
- Completed ongoing reporting requirements for Certified Local Government (CLG) program administered by the State of Maryland.
- Continued to support the Department’s update of the Master Plan of Transportation (MPOT), which was endorsed by the County Council for initiation on September 16, 2021.
- Continued to support the Development Review Division through detailed analysis of transportation facilities and adequacy associated with proposed developments and mandatory referrals in the County.



Prince George's County Planning Department – Countywide Planning

- Continued to support the Department's update of the Transportation Review Guidelines (TRG), which was initiated by the Planning Board on May 19, 2022.
- Continued to support the Department's overhaul of the travel demand modeling system from a four-step, trip-based process to a hybrid, tour-based, dynamic, activity-based model based on the Planning Department's desire to incorporate advanced practice modeling techniques.
- Continued the Department's community planning efforts for the Carole Highlands project community study, which evaluates mobility in this neighborhood with a focus on pedestrian travel.
- Initiated the Pedestrian and Bicyclist Behavioral Study which considers the impacts that elements such as equity, safety, and infrastructure have on pedestrian and bicycle behavior in the County.
- Reviewed and provided comments for ongoing regional transportation infrastructure projects including the I-95/I-495 Managed Lanes, the Baltimore-Washington Superconducting Maglev and the I-495 Southside Express Lanes Study.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget				
	Expenditures	\$9,730,268	\$9,471,442	-2.7%
Staffing				
	Funded Career Positions	45.00	46.00	2.2%
	Funded Term Positions	1.00	0.00	-100.0%
	Funded Workyears	46.00	46.00	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget increased by \$168,389, or 2.8 percent, above the FY 2023 total. The variance is due to the proposed request to increase the staffing complement to one full-time career Planner II position to support an increased workload in the Historic Preservation Section. There is also one term contract position that was approved in FY 2023 that will not be funded in FY 2024. The Department will also transfer one Planner IV position from the Countywide Planning Division to the Community Planning Divisions Master Plans and Studies Section to support increased workloads.

Supplies and Materials budget increased \$4,000, or 3.2 percent, above the FY 2023 total. This increase is primarily related to inflationary cost increases.



Prince George's County Planning Department – Countywide Planning

Other Services and Charges budget decreased \$488,315 or -13.7 percent, from the FY 2023 total, primarily a result of decreased funding needed for consulting services in FY 2024 to support County Planning projects.

Funded Positions/Work Years: Funded positions and workyears in FY 2024 will increase by one as a result of the FY 2024 proposal to add one full-time career Planner II position that is offset by a transfer of one full-time career Planner IV position to the Community Planning Division and the elimination of one term contract position that will not carry over to FY 2024.

Prince George's County ad-hoc intersection/multimodal facility turning movement counts: This project is to set aside funding for the Transportation Planning Section to engage contractor services to collect intersection turning movement counts at various intersections in the County. For the FY 2024 fiscal year the project has been expanded to include funding for the collection of at needed bicycle and pedestrian counts at various intersections or various multimodal facilities in the County. Should counts be needed, this project will “ride on” the existing Department of Public Works and Transportation contract for traffic counts and similar other multimodal counts projects. These counts will be used to supplement other traffic studies for development application or other Countywide transportation planning studies, if necessary.

Update to the Countywide Master Plan of Transportation: This plan will replace the 2009 *Approved Countywide Master Plan of Transportation* (MPOT) and will amend all of the County's approved and active area master plans. Plan Prince George's 2035 Approved General Plan (Plan 2035) recommends updating the MPOT after 10 years and this plan update will comprehensively develop goals, strategies, and policies to better implement Plan 2035. This plan envisions a countywide transportation system that not only supports the safe and equitable movement of people and goods within the County and region, but also encourages economic, cultural, and social activity in Plan 2035 centers. The plan will reassess the policies and recommendations of the 2009 MPOT, and evaluate existing and propose new County rights-of-way, scenic and historic road designations, transit corridors, pedestrian facilities, and bicycle corridors. Moreover, this plan will follow a multimodal approach and use the Planning Department's transportation forecast model to discuss and address County traffic congestion and future transportation needs. This plan began in FY 2021 and will be completed in FY 2024.

New Transportation Model: The Model development phase of TransForM will be completed during the current FY 2023. Version 2.5 is expected to be completed by the end of calendar year 2022 and version 3.0 will be completed by summer of 2023. Staff continue to work on the next phase—Validation and Testing—with consultants to ensure the model can address our current and expected needs, before is available for data sharing. Staff obtained approval for an extension of this contract to incorporate a new task related to supporting Community Planning Master plan projects. Staff used the model to develop a travel demand forecast for the Bowie-Mitchellville and Vicinity Master Plan, the Adelphi Road Sector Plan, as well as the West Hyattsville-Queens Chapel Master Plan. A forecast is being developed for the ongoing countywide Master Plan of Transportation. A secondary task under the change order was initiated to explore how COVID-19 has changed transportation in the County by using big data, and what adjustments are needed to allow TransForM to blend the impact of COVID on future forecasts. Staff also continued the next phase of the transportation forecast modeling project, TransForM: Beyond 3.0. This project has several customized applications and deliverables, including revisions to account for COVID-19 pandemic impact in the County travel demand patterns. A new post-COVID base traffic analysis (2021-2022) year, and new 2035-General Plan and 2045-Master Plan of Transportation horizon year scenarios are being developed to support the MPOT update and upcoming Community Planning area master plans. The staff is requesting approval for the addition of financial resources of approximately \$



Prince George's County Planning Department – Countywide Planning

300,000 per fiscal year to continue the enhancements, training, and the development of customized applications to bring this tool to its final stage.

Update to the Transportation Review Guidelines: The Transportation Review Guidelines (TRG) Parts 1 and 2 are the guiding documents used by the Transportation Planning Section and development case applicants to outline the process for reviewing the transportation impacts of development applications. They provide the technical standards for evaluating transportation adequacy. Part 1 focuses on automobile transportation and the necessary transportation impact studies and Part 2 focuses on pedestrian and bicycle facilities. The Transportation Review Guidelines Part 1 were updated in 2012 and Part 2 was added in 2013. New guidelines will be necessary to facilitate transportation reviews of development projects under the new Zoning Ordinance and Subdivision Regulations, which include new zones, development case types, and thresholds for adequate public facilities (APF). The guidelines will also help implement policy recommendations for master plans, including the Master Plan of Transportation. Additionally, it will be necessary to consolidate Parts 1 and 2 of the guidelines into a single comprehensive document to encourage a multimodal and holistic approach to transportation review. This update to the guidelines began in FY 2022 and will be completed in FY 2024.

Master Plan of Transportation and Transportation Review Guidelines Implementation: The Transportation Planning Section has been fully engaged in updating two of the section's primary technical products, the MPOT and TRG, to enhance best practices in the development of transportation planning policy and infrastructure and enhancing the review of multimodal transportation facilities associated with development applications. Both the MPOT and TRG update are scheduled to be completed and adopted by the County Council and Planning Board in FY 2024. MPOT 2035 identifies several key plan recommendations to further study and implement emerging transportation trends which will advance accessibility and mobility in the County. The TRG update examined best practices and new methodologies that necessitate the need for future implementation and maintenance, such as future survey data on various land uses in the County to update local trip generation rates that are developed in the TRG update. This project is to assist and provide funding in implementing the MPOT 2035 recommendations and goals and enhance the methodologies developed in the TRG update.

Predictive Analysis Tool: This project is to allocate funding for the development of a Countywide Predictive Analysis Tool to use data-driven analytics to forecast future vehicle, pedestrian, and bicycle crashes on County transportation facilities. Traditionally, crash and roadway studies relied heavily on subjective and limited quantitative methods to measure safety performance. To help aid in the County's efforts in eliminating fatal crashes through its Vision Zero program, advance the recommendations on safety made in the Countywide Master Plan of Transportation, Pedestrian and Bicycle Pedestrian Study, and other efforts that prioritize safety on transportation facilities, this project will be essential in forecasting future crashes on the network and will enable the Planning Department to effectively provide sound and safe multimodal alternatives as part of future its planning efforts. The Predictive analysis tool will help identify roadway sites with the greatest potential for improvement and quantify the expected safety performance of different project alternatives. Predictive approaches combine crash, roadway inventory, and traffic volume data to provide more reliable estimates of an existing or proposed roadway's expected safety performance.

Synchro Traffic Software: The TRG update modified the measure of effectiveness criteria for evaluating vehicular Level of Service associated with development applications. Applicants will be required to use the Highway Capacity Manual (HCM) methodology to evaluate impacts which are solely applied through the macrosimulation program, Synchro Trafficware. This line item will



Prince George's County Planning Department – Countywide Planning

provide funding to obtain Synchro Trafficware software licenses to aid the Department in reviewing transportation adequacy using the new methodology outlined in the TRG.

Update to the Adopted Uniform Standards for Mandatory Referral Review: The Guidelines were originally adopted in 2012 and have been subsequently updated three times in 2014, 2017, and 2018. Since the last update, staff have had four additional years in implementing the Guidelines and have a better understanding of procedural improvements that could be made, and a re-evaluation of required application materials. Additionally, the new Zoning Ordinance became effective in April 2022 and there have been changes in the interpretation of project “exemptions” from Mandatory Referral review. Perhaps most significantly the Guidelines for Solar Energy Systems (SES) need to be updated to reflect changes in the technology and an increase in the number of community solar rooftop installations.

Review of the Resource Conservation and Water Resources Functional Master Plans: In FY 2024, the Environmental Planning Section will start the scoping process, and later the review of the 2017 *Functional Resource Conservation Plan (RCP)* which includes the Green Infrastructure Master Plan, the Agriculture Conservation Plan, and the Rural Character Conservation Plan. Scoping will include an evaluation of the policies and strategies of the plans to determine which have been met, which are being implemented, which have yet to be implemented, and to determine relevance to current County environmental goals. Given recent local and state legislation concerning climate action, it is anticipated that, at a minimum, the Green Infrastructure Plan will need to be updated. The Department has included funding in the proposed FY 2024 budget to begin an update to the Green Infrastructure Master Plan. A Tree Canopy Cover evaluation is currently underway to assist in determining if the tree canopy goals outlined in the Green Infrastructure Plan are being met and whether new policies and strategies are needed.

The scoping process will also include plans for the review of the goals and recommendations of the 2010 *Water Resources Master Plan* with the same purpose of determining if an update is needed. The scoping will determine if any additional studies are needed. Any updates to the plan are expected to move through the Master Plan process.

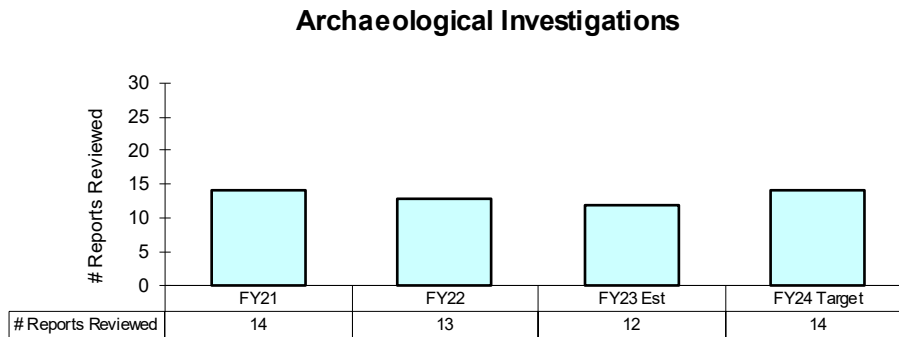
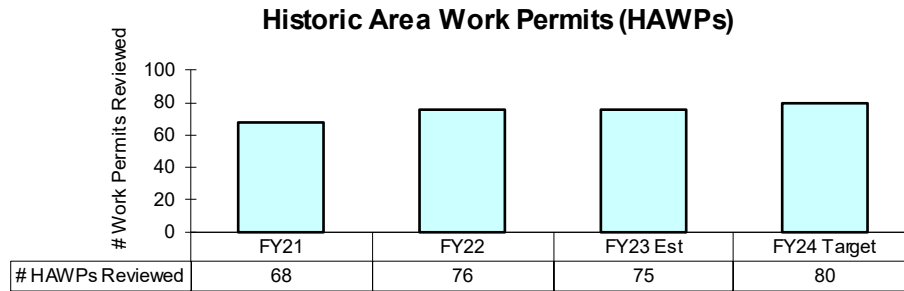
GOALS AND PERFORMANCE MEASURES

Countywide Planning Division Performance Measures

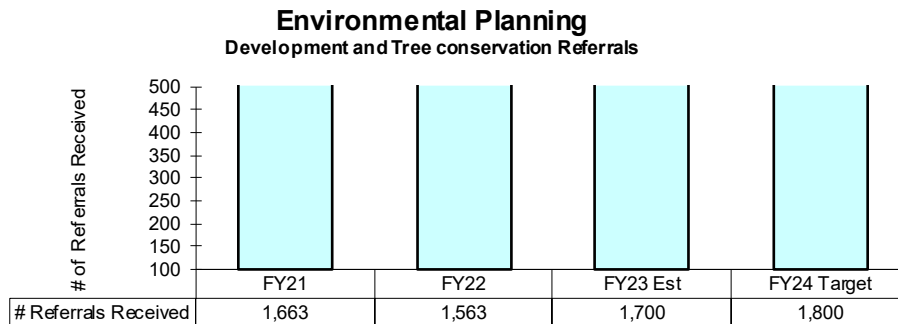
- **Divisional Goal:** To provide the highest quality planning services and growth management guidance on countywide issues to communities, public officials, and other government agencies to achieve sustainable, desirable, and livable communities through the preparation of functional master plans and studies, and the review of zoning, subdivision, permit, and environmental applications.
- **Divisional Objective:** To provide professional planning guidance on countywide historic preservation and environmental issues as well as transportation and public facility needs to other Commission staff and outside agencies to protect and enhance existing natural resources and the environment as well as to achieve sustainable, desirable, and livable communities.
- **Outcome for Historic Preservation:** Professional planning guidance on historic preservation issues. Master planning and development review processes focus attention on the preservation and enhancement of natural and historic resources.



Prince George's County Planning Department – Countywide Planning



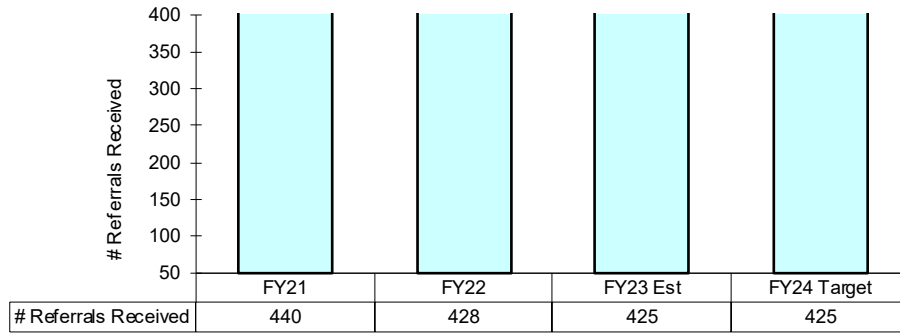
Outcome for Environmental Planning: Professional planning guidance on environmental issues to protect and enhance existing natural resources and the environment.



Prince George's County Planning Department – Countywide Planning

Outcome for Transportation Planning: Professional planning guidance to further implementation of a transportation system that supports federal, state, regional, and local policies and programs.

Transportation Planning



Prince George's County Planning Department – Information Management

MISSION

The mission of the Information Management Division (IMD) is to be the Planning Department's resource for the identification, assembly, processing, and analysis of spatial and tabular data; to provide the Department with a reliable and secure, state-of-the-art computing infrastructure; and to support Commission-wide enterprise information technology initiatives.

PROGRAMS AND SERVICES PROVIDED

The Information Management Division (IMD) provides computer systems and personal computer (PC) support, software development, database management, planning analysis and research, and geographic information system (GIS) services. IMD works to identify, assemble, process, analyze, and report land records and statistical data and other information essential to the Commission's role for County planning and land development. The division also manages the Department's geographic information systems, data processing services, and network communications. Data produced by IMD is used extensively by the Department as well as County and municipal government agencies, state and federal agencies, and the private sector (planners, surveyors, engineers, utilities, and real estate and economic development professionals). Examples of programs and services provided include:

- Geographic information services
- Computer systems operation
- Systems analysis/programming support
- Application development
- Database administration and support
- Document imaging administration and support
- Hardware/software/supplies acquisition
- Network and user support
- Coordination with Commission and County IT systems
- Planning research and analysis
- Socioeconomic and demographic analysis and forecasting

ACCOMPLISHMENTS

- Continued to maintain and enhance PGAtlas. Updated aerial imagery and street level imagery to PGAtlas. Conducted three PGAtlas training sessions that included staff and citizens. PGAtlas use continues to be embraced as an essential business tool for the community. Over a one-year period, the public accessed PGAtlas.com 210,756 times.
- Upgraded internal and external PGAtlas to use ESRI JavaScript from 4.21 to Angular 12.
- Continued to support our open-data portal that allows GIS data to be downloaded in multiple formats at no cost to the user. More than 27,892 GIS files were downloaded in the past 12 months.
- Continued support of our development activity notification application that automatically notifies users (more than 768) when a development case is submitted.
- Added and modified 5,665 records on the GIS premise address layer.
- Developed multiple ArcGIS Online applications: Planning Assistance for Municipalities and Communities Projects (PAMC), Aerial Imagery Comparison, Prince George's County—



Prince George's County Planning Department – Information Management

Census 2020 Population by Race and Ethnicity: Geographic Distributions by Census Tract, and Development Cases—Approved (2011-current) and CMA Approved Zoning Errata, WHQC-SP Zoning and FLU Recommendation; Over the past 12 months, all department ArcGIS Online applications were accessed 49,902 times.

- Completed 202 custom GIS map and analysis requests and worked with the County on producing multiple maps for economic development-related projects.
- Created, updated, and maintained 139 countywide GIS layers, many of which required daily updates, such as property, zoning, development activity, and easement layers.
- Developed 3D Models to support various work programs:
 - DSP-21006 - 6400 America Blvd presented at Planning Board
 - Adelphi Road Sector Plan
- Developed viewshed analysis for:
 - MR-2107F - Livingston Crossing
 - MR-1619A - Washington Gas Gate Station
 - MR-2034F - Allentown Road Solar
 - MR-2019F - Enterprise Road Solar
 - NRI-037-2021 - Bailey's Village Lot 10
 - 4-22041 - 15713 Livingston Road
 - TCP2-031-2022 - 14700 Bonds Retreat Road
- Continued support for address assignment and street naming activities. Supported multiple requests for street name changes.
- Implemented system rewrite and numerous enhancements in support of CMA in both DAMS and Permit Tracking.
- Implemented new zone codes and case types for new zoning ordinance.
- Implemented numerous new reports in DAMS in support of tracking cases in old and new ordinances.
- Completed vendor selection for COTS system. Begin DAMS replacement project set up, gap analysis, and data migration.
- Created data templates to help temporary staff import missing TCP case data into DAMS.
- Developed new Single and Multifamily applications.
- Developed new Renewal Tracking Application for contracts, maintenance agreements, certificates, and other items that expire and require renewals or RFPs.
- Supported more than 400 custom mailing labels, data extract, user, and other requests for internal and external customers.
- Completed scanning projects for property address, historic preservation, community planning, and planning files. Continued supporting scanning initiatives throughout the Planning Department.
- Awarded phone system (VOIP) RFP and began project management and implementation.
- Developed numerous SharePoint public access sites in support of Community Planning.
- Upgraded all 2012 windows servers.
- Re-designed departmental web pages.
- Updated Public Lands inventory and updated process documentation.



Prince George's County Planning Department – Information Management

- Updated all applications to work with Chrome and Edge, retired Internet Explorer for all Data Systems applications.
- Continued to maintain, support, and upgrade servers, software, desktops, laptops, and peripheral devices.
- Completed major upgrades to our network infrastructure environment.
- Serviced and completed 1,813 support tickets. Overall, an estimated 4600 total help desk requests were supported.
- Implemented SolarWinds Infrastructure Performance Monitoring.
- Continued Remote Equipment deployment to support ongoing Teleworking requirements.
- Continued working with the CIO Office to support major upgrade to the Commission's ERP, ESS, and the new online benefits platform.
- Expanded virtual infrastructure capacity to support and maximize a remote teleworking environment.
- Implemented a Virtual Private Network (VPN) between PPD and MPD for failover.
- Upgraded our Firewall Infrastructure to include new features and enhancements such as Point-to-Point VPN, Automatic Failovers for redundancy, and Cloud Management.
- Administration and management of PPD's KnowBe4 Security Campaign.
- Upgraded the ManageEngine Helpdesk system to a Cloud-Based System.
- Upgrade Network File Server environment.
- Produced the 2021 *Prince George's County Annual Report on Growth* mandated by the Land Use Article of the Annotated Code of Maryland for monitoring implementation of the Plan 2035 land use goals and State smart growth principles.
- Developed Round 10 countywide socioeconomic forecasts for regional transportation planning purposes.
- Provided in-house support for Community Planning and Transportation Planning. Activities included scorecard development, support for sustainable community applications, land capacity and forecasting, market studies, housing and employment forecasts, land use analysis, pipeline development, and support for the missing middle housing project. Provided extensive support for Greenline Sector Plan, Bowie-Mitchellville Sector Plan, the West Hyattsville Study, and the Adelphia Road Sector Plan.
- Produced the Census 2020 data report. The report analyzed and portrayed Census 2020 race and ethnicity data for 27 incorporated towns and 58 census designated places in Prince George's County.
- Produced a Nonresidential Development Report. The report compares Prince George's County with some counties in the Washington, D.C. metropolitan region and analyzed commonalities and differences among submarkets within Prince George's County.
- Produced a report on median income and median values for six counties in Maryland.
- Provided in-house support for Community Planning and Transportation Planning including:
 - Scorecard development, support for sustainable community applications
 - Land capacity and forecasting
 - Market studies
 - Housing and employment forecasts
 - Land use analysis, pipeline development



Prince George's County Planning Department – Information Management

- Support for the missing middle housing project
- Produced custom maps and reports for the County’s Economic Development Corporation and the County Office of Finance.
- Provided comprehensive information analysis for the Bond Official Statement Update on Home Sale and Commercial Growth for the County Office of Finance.
- Produced Land use analysis and population forecasts for County and equity and business tax map analysis for Congressman Hoyer (working with the County Office of Finance).
- Completed the 2022 Boundary Annexation Survey for the Census Bureau and reviewed data produced as part of the Census 2020 Public Use Microdata Areas (PUMA) Program to make sure that each PUMA met the Census Bureau’s population criterion.

BUDGET AT A GLANCE

Summary of Division Budget

	FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget			
Expenditures	\$8,655,323	\$8,560,286	-1.1%
Staffing			
Funded Career Positions	34.00	35.00	2.9%
Funded Workyears	34.00	35.00	2.9%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget for FY 2024 increased \$197,375, or 4.3 percent, above the FY 2023 total, primarily due to the staff complement increasing by one full-time career Information Technology Support Specialist II position.

Supplies and Materials budget for FY 2024 increased \$2,000, or 0.8 percent, above the FY 2023 total. This increase is primarily due to inflationary cost increases.

Other Services and Charges budget for FY 2024 shows a decrease of \$256,612, or -7.6 percent, under the FY 2023 total. This decrease is primarily due to less funding being required for outside consulting services in FY 2024.

Capital Outlay budget for FY 2024 decreased \$37,800, or -9 percent, under the FY 2023 total primarily due to funding required for replacement of servers decreasing in FY 2024.

Funded Positions/Work Years increased by one full-time career position.

Geographic Information Services (GIS) Section: GIS is the largest section within the Information Management Division. This section will continue to maintain and publish spatial data in a variety of



Prince George's County Planning Department – Information Management

formats including as online interactive mapping applications (e.g. PGAtlas and as downloadable data). Additional specific activities include:

- Reevaluate migrating to ArcGIS Pro.
- Develop web-based Address Extraction tool.
- Upgrade PGAtlas to support additional security protocols and select a new contractor for data hosting and application maintenance support.
- Automate the premise address change notification process.
- Finalize and adopt new addressing regulations.

Research Section: This section will continue to be re-established and will focus on the following activities.

- Continue to re-establish the Section by recruiting additional staff.
- Prepare and publish The Annual Report on Growth per the Land Use Article of the Annotated Code of Maryland.
- Serve as a liaison between the Census Bureau, the Metropolitan Washington Council of Governments, and the Maryland State Data Center.
- Furnish Round 10 socioeconomic forecasts by transportation zone.
- Support Community and Countywide Planning Divisions by providing comprehensive demographic and socioeconomic data as well as land use analysis for formulating sound policies.
- Produce an annual population, housing, and economic survey report.
- Prepare other demographic and socioeconomic reports or analyses per requests from internal or external customers.
- Analyze nonresidential development for existing conditions, trends, and new constructions.
- Prepare and publish the Pupil Yield Factors and Public School Clusters. This study updates the pupil yield factors which are used in the regulatory review of preliminary plans of subdivision, analyzing the impact that a new subdivision will have on the public schools.
- Perform the pipeline analysis and monitor development trends.
- Monitor various U.S. Census Bureau programs for data releases.
- Act as a repository for various County studies to assist with the coordination of data.

Data Systems Section: This section will continue to maintain our existing development activity monitoring system (DAMS) application and our permit tracking application as well as other in-house applications. This section will also continue to maintain and expand our FileNet Document Imaging and Content Management system as well. New initiatives include:

- Assisting with pipeline development and monitoring.
- Implement system changes in existing DAMS application in support of zoning rewrite.
- Code Pre-Application Phase III for Environmental Planning.
- Begin implementation of project plan and migration of data for DAMS replacement.
- Begin upgrade to Oracle and departmental server environment.
- Implement public access to DAMS documents in the Cloud.

Network and Technology Services Section: This section will continue to maintain our systems environment including hardware, software, servers, cloud solutions, and our network solutions.



Prince George’s County Planning Department – Information Management

Major initiatives will revolve around supporting the back-to-the-office initiatives and support a hybrid work environment and supporting continuing security initiatives. New initiatives include:

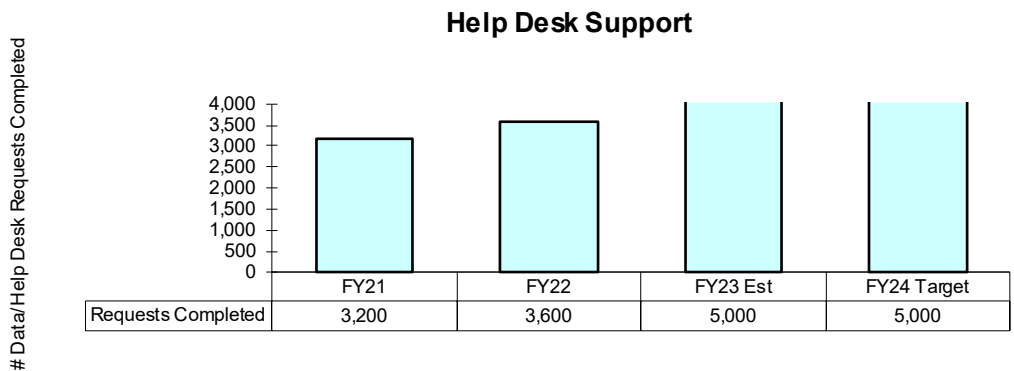
- Implementing SolarWinds (Network Management, Monitoring Solution).
- Implementing a new telephone system. The Voice Over Internet Protocol (VoIP) project will involve the procurement and deployment of a new phone system.
- Upgrading Cisco Switches (Replace EOL switches).
- Increase VMWare Horizon Environment (add new blades/hard drive/memory).
- Wireless Site Survey—Expand Wireless Coverage.
- New Helpdesk System (Upgraded, Cloud-Based).
- Security Remediation/Vulnerability Tools—Continued implementation of vulnerability assessment, intrusion protection and other enhancements to our network security.

GOALS AND PERFORMANCE MEASURES

Divisional Goal: To be the Department’s resource for the identification, assembly, processing, and analysis of data, and to provide the Department with a reliable, state-of-the-art computing infrastructure.

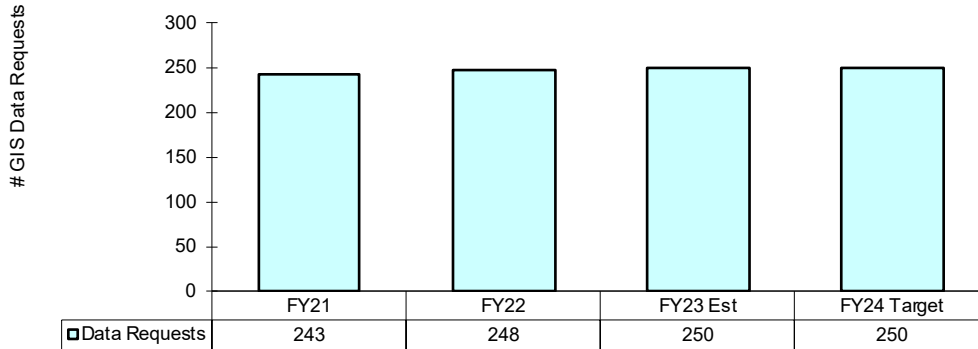
Divisional Objective: Providing a stable and reliable computing environment for the Department, County, and public.

Outcome Data Systems: Improved software, hardware, and technical resources.

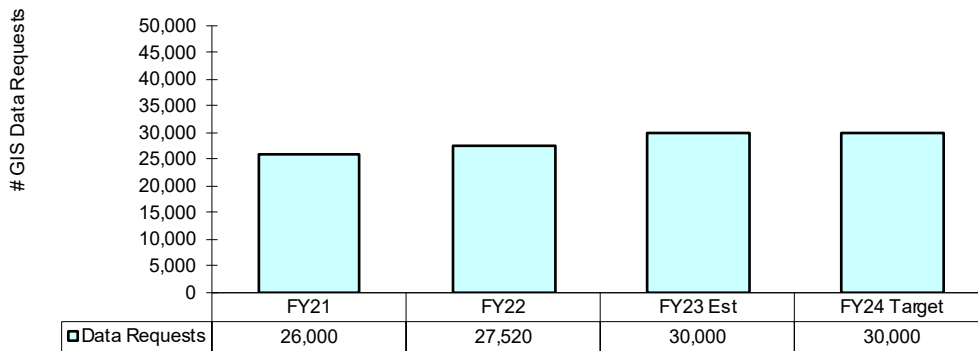


Prince George's County Planning Department – Information Management

Geographic Information System Data Delivery



Geographic Information Data Downloads



Prince George's County Planning Department – Support Services

PROGRAMS AND SERVICES PROVIDED

The Planning Department Support Services budget contains costs attributed to all Planning Department divisions including unemployment insurance, group insurance for long-term disability, employee recruitment, communications (telephones and internet access), utilities, postage, office space rental, lease and maintenance of copy equipment, and capital equipment.

BUDGET AT A GLANCE

Summary of Division Budget

	FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget			
Expenditures	\$6,587,803	\$6,890,073	4.6%
Staffing			
Funded Career Positions	0.00	0.00	0.0%
Funded Workyears	0.00	0.00	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY 2024 PROPOSED BUDGET

Personnel Services budget for FY 2024 decreased \$5,000, or -50.0 percent, from FY 2023 total, primarily because of decreased costs for group insurance for long-term disability.

Supplies and Materials budget for FY 2024 increased \$1,000, or 3.0 percent above the FY 2023 total, primarily as a result of inflationary cost increases.

Other Services and Charges budget for FY 2024 increased \$289,124 or 4.8 percent above the FY 2023 total. The increased funding needed for the lease of office space at the County Administration Building (CAB) and funding required for leased copying equipment.

Chargebacks budget for FY 2024 increased \$17,146, or 3.4 percent above the FY 2023 total.

Funded Positions/Work Years—No change.



Prince George's County Planning Department – Support Services

County Project Charges	FY 2023 Adopted Budget	Proposed Reductions	FY 2024 Proposed Budget
People's Zoning Counsel	250,000	-	250,000
Zoning Enforcement Unit	1,537,099	-	1,537,099
Water and Sewer Planning Unit	155,300	-	155,300
GIS Program	340,500	-	340,500
Tax Collection Fee	34,400	-	34,400
Economic Development Corp.	65,000	-	65,000
DPIE Permits and Inspections	376,200	-	376,200
DPW&T Engineering, Inspections, and Permits	205,600	-	205,600
Redevelopment Authority	544,000	-	544,000
EDC General Plan Goals	250,400	-	250,400
Total	\$3,758,499	-	\$3,758,499
*Note: This list does not include the County charge for CAB Office Rent.			



Prince George's County Planning Department – Summary of Division Budgets

PRINCE GEORGE'S COUNTY ADMINISTRATION FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Director's Office					
Personnel Services	1,829,755	2,235,628	2,235,628	2,318,687	3.7%
Supplies and Materials	31,832	38,200	38,200	38,900	1.8%
Other Services and Charges	517,404	164,200	164,200	142,000	-13.5%
Capital Outlay	-	-	-	17,400	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	2,378,991	2,438,028	2,438,028	2,516,987	3.2%
Management Services					
Personnel Services	2,003,509	2,385,910	2,385,910	2,514,032	5.4%
Supplies and Materials	166,901	243,400	243,400	547,900	125.1%
Other Services and Charges	215,342	890,150	890,150	1,410,000	58.4%
Capital Outlay	59,762	71,000	71,000	311,900	339.3%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	(42,152)	-
Total	2,445,514	3,590,460	3,590,460	4,741,680	32.1%
Development Review					
Personnel Services	5,691,990	6,504,770	6,504,770	6,729,007	3.4%
Supplies and Materials	11,572	149,800	149,800	155,800	4.0%
Other Services and Charges	236,751	592,800	592,800	462,000	-22.1%
Capital Outlay	-	-	-	69,500	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	5,940,313	7,247,370	7,247,370	7,416,307	2.3%
Community Planning					
Personnel Services	3,385,333	4,037,801	4,037,801	4,373,935	8.3%
Supplies and Materials	2,908	91,900	91,900	95,800	4.2%
Other Services and Charges	1,231,382	4,006,200	4,006,200	1,524,200	-62.0%
Capital Outlay	-	-	-	40,900	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	4,619,623	8,135,901	8,135,901	6,034,835	-25.8%
Countywide Planning					
Personnel Services	5,453,923	6,048,653	6,048,653	6,217,042	2.8%
Supplies and Materials	789	123,900	123,900	127,900	3.2%
Other Services and Charges	1,890,395	3,557,715	3,557,715	3,069,400	-13.7%
Capital Outlay	-	-	-	57,100	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	7,345,107	9,730,268	9,730,268	9,471,442	-2.7%



Prince George's County Planning Department – Summary of Division Budgets

**PRINCE GEORGE'S COUNTY ADMINISTRATION FUND
Expenditures by Division by Type
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Information Management					
Personnel Services	4,084,013	4,623,623	4,623,623	4,820,998	4.3%
Supplies and Materials	260,082	253,100	253,100	255,100	0.8%
Other Services and Charges	1,983,056	3,358,600	3,358,600	3,101,988	-7.6%
Capital Outlay	20,838	420,000	420,000	382,200	-9.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	6,347,989	8,655,323	8,655,323	8,560,286	-1.1%
Support Services					
Personnel Services	9,926	10,000	10,000	5,000	-50.0%
Supplies and Materials	19,334	33,600	33,600	34,600	3.0%
Other Services and Charges	5,542,911	6,032,431	6,032,431	6,321,555	4.8%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	443,095	511,772	511,772	528,918	3.4%
Total	6,015,266	6,587,803	6,587,803	6,890,073	4.6%
Grants					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	-	-	-	-	-
Total Planning Department					
Personnel Services	22,458,449	25,846,385	25,846,385	26,978,701	4.4%
Supplies and Materials	493,418	933,900	933,900	1,256,000	34.5%
Other Services and Charges	11,617,241	18,602,096	18,602,096	16,031,143	-13.8%
Capital Outlay	80,600	491,000	491,000	879,000	79.0%
Other Classifications	-	-	-	-	-
Chargebacks	443,095	511,772	511,772	486,766	-4.9%
Total	35,092,803	46,385,153	46,385,153	45,631,610	-1.6%



Prince George's County Planning Department – Summary of Positions and Workyears

PRINCE GEORGE'S COUNTY POSITIONS/WORKYEARS POSITION DETAIL BY DIVISION BY FUND

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>PLANNING DEPARTMENT</u>						
<u>DIRECTOR'S OFFICE</u>						
Full-Time Career	11.00	11.00	13.00	13.00	14.00	14.00
Part-Time Career	-	-	-	-	-	-
Career Total	11.00	11.00	13.00	13.00	14.00	14.00
Term Contract	1.00	1.00	1.00	1.00	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Director's Office	12.00	12.00	14.00	14.00	14.00	14.00
<u>MANAGEMENT SERVICES</u>						
Full-Time Career	18.50	18.50	18.50	18.50	20.00	20.00
Part-Time Career	-	-	-	-	-	-
Career Total	18.50	18.50	18.50	18.50	20.00	20.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Management Services	18.50	18.50	18.50	18.50	20.00	20.00
<u>DEVELOPMENT REVIEW</u>						
Full-Time Career	56.00	56.00	56.00	56.00	56.00	56.00
Part-Time Career	-	-	-	-	-	-
Career Total	56.00	56.00	56.00	56.00	56.00	56.00
Term Contract	-	-	-	-	2.00	2.00
Seasonal/Intermittent	-	-	-	1.00	-	-
Subtotal Development Review	56.00	56.00	56.00	57.00	58.00	58.00
<u>COMMUNITY PLANNING</u>						
Full-Time Career	33.00	33.00	33.00	33.00	34.00	34.00
Part-Time Career	-	-	-	-	-	-
Career Total	33.00	33.00	33.00	33.00	34.00	34.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Community Planning	33.00	33.00	33.00	33.00	34.00	34.00
<u>COUNTYWIDE PLANNING</u>						
Full-Time Career	46.00	46.00	45.00	45.00	46.00	46.00
Part-Time Career	-	-	-	-	-	-
Career Total	46.00	46.00	45.00	45.00	46.00	46.00
Term Contract	-	-	1.00	1.00	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Countywide Planning	46.00	46.00	46.00	46.00	46.00	46.00
<u>INFORMATION MANAGEMENT</u>						
Full-Time Career	33.00	33.00	34.00	34.00	35.00	35.00
Part-Time Career	-	-	-	-	-	-
Career Total	33.00	33.00	34.00	34.00	35.00	35.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Information Management	33.00	33.00	34.00	34.00	35.00	35.00
<u>TOTAL PLANNING</u>						
Full-Time Career	197.50	197.50	199.50	199.50	205.00	205.00
Part-Time Career	-	-	-	-	-	-
Career Total	197.50	197.50	199.50	199.50	205.00	205.00
Term Contract	1.00	1.00	2.00	2.00	2.00	2.00
Seasonal/Intermittent	-	-	-	1.00	-	-
Grand Total Planning Department	198.50	198.50	201.50	202.50	207.00	207.00



THIS PAGE LEFT INTENTIONALLY BLANK



**PRINCE GEORGE'S COUNTY DEPARTMENT OF PARKS and RECREATION
(Park, Recreation and Enterprise Funds)**

Page

Introduction.....	208
Executive Overview	211
Director's Office.....	219
Park Police	221
Support Services.....	228
Administration and Development.....	229
Deputy Director	230
Management Services	231
Information Technology Services	236
Capital Planning and Development.....	240
Public Affairs and Community Engagement.....	245
Land Management and Environmental Stewardship	255
Parks and Facilities Management.....	257
Deputy Director	258
Facility Services.....	259
Natural and Historic Resources	263
Northern and Southern Region Parks.....	272
Arts and Cultural Heritage	277
Recreation and Leisure Services	289
Deputy Director	290
Aquatics and Athletic Facilities	291
Special Programs	302
Youth and Countywide Sports.....	314
Northern and Southern Recreation and Leisure Services	321
Non-Departmental, Other and Transfers.....	328
Divisional Summaries	331
Enterprise Fund	340
Capital Improvement Program	361
Capital Projects Fund	364



Prince George's County Parks and Recreation Department

PARKS, TRAILS, AND OPEN SPACE

28,671 - Total Park Acreage

371 Parks

11,541 Acres of Developed Park Land

3 Campgrounds

8 Conservation Areas

25 Park Buildings

234 Playgrounds

4 Regional Parks

26 Stream Valley Parks

160+ Miles of Trails (53.2 paved mi.)

1 Airport

1 Marina

24 Historical/Archaeological Sites

398 Picnic Areas/Shelters/Pavilions



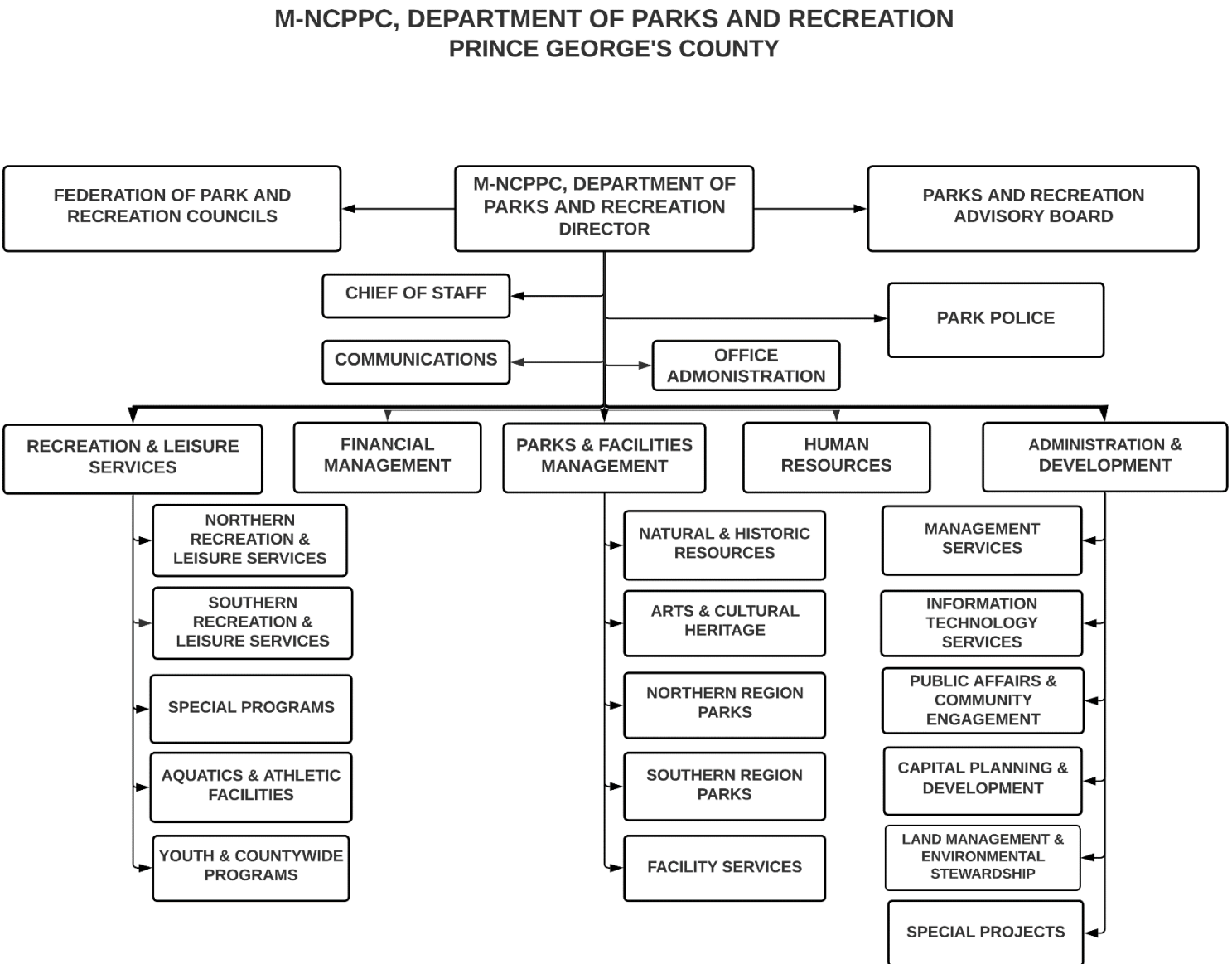
Prince George's County Parks and Recreation Department

RECREATION SERVICES

- 11 Aquatic Facilities
- 3 Tennis Bubbles
- 40+ Pickleball Courts
- 1 Trap & Skeet Center
- 2 Ice-Skating Rinks
- 300+ Athletic Fields
- 3 Futsol Courts
- 4 Athletic Complexes
- 5 Skate Parks
- 3 Nature Centers
- 1 Minor League Baseball Stadium
- 1 Boxing Center
- 6 Senior Activity Centers
- 2 Child Care Centers
- 45 Community Centers
- 2 Multi-Generational Centers
- 1 Equestrian Center & Arena
- 24 Historic Sites & Landmarks
- 4 Golf Courses
- 1 Youth Golf Training Center
- 1 Aviation Museum
- 4 Cultural Arts Centers
- 2 Archery Ranges



ORGANIZATIONAL STRUCTURE



Prince George's County Parks and Recreation Department

EXECUTIVE OVERVIEW

The Maryland-National Capital Park and Planning Commission, Department of Parks and Recreation in Prince George's County provides, in partnership with residents, comprehensive and high-quality park and recreation programs, facilities, and services that respond to the communities' changing needs. The Department also strives to preserve, enhance, and protect open spaces to enrich the quality of life for present and future generations in a safe, secure environment. Charged with managing a comprehensive park system that presently includes close to 11% of the County's total land area, the Department is responsible for acquiring land, developing, and managing park and recreation facilities, maintaining, and policing park property, and conducting a wide array of leisure activities and services.

Prince George's County residents, over 900,000, are the primary customers served. Additionally, residents of Montgomery County, people employed in Prince George's County, and all visitors to Prince George's County are served by Department programs and operations. Those served include people of all ages, income levels, and ability levels, with interests that are indoor and outdoor-oriented, active, and/or passive, and related to the arts, sports, fitness, nature, history, dance, games, hobbies, travel, crafts, health, education, socialization, and/or volunteering. The Department has an interactive website (www.pgparcs.com) that provides information to residents on upcoming classes, activities, and events and allows feedback on customer service, park development issues, as well as an online help desk.

At the overall direction of the Prince George's County Planning Board, the Department provides programs, facilities, and services to benefit its patrons, and Prince George's County as a whole. Social, economic, environmental, health, and personal benefits are particularly important when decisions about land acquisition, facility development, and recreation programming are made. Community input (including public hearing testimony, surveys, forums, workshops, focus groups, and community requests, suggestions, and evaluations) are the basis by which the Department identifies parks and recreation needs and interests. Contributions and support from volunteers and community advocates and support groups form the cornerstone of the Department's success. Department staff work closely with members of advisory boards/committees and recreation councils to plan, conduct, and evaluate the effectiveness of programs, facilities, and services. These boards include the Parks and Recreation Advisory Board (PRAB) and the Federation of Parks and Recreation Councils. PRAB is specifically chartered in the County Code to make recommendations to the County Council, County Executive, and Planning Board relative to planning and coordinating a diversified park and recreation program.

MISSION

The mission of the Department of Parks and Recreation, in partnership with County residents, is to provide comprehensive park and recreation programs, facilities, and services that respond to changing needs within our communities. We strive to preserve, enhance, and protect open spaces to enrich the quality of life for the present and future generations in a safe and secure environment.



Prince George's County Parks and Recreation Department

MAJOR PROGRAMS AND SERVICES PROVIDED

- AQUATICS
- COMPUTER SKILLS
- CRAFTS & HOBBIES
- FITNESS
- HEALTH & WELLNESS
- KIDS CARE
- LIFESTYLE & LEARNING
- MARTIAL ARTS
- NATURE ACTIVITIES
- ENVIRONMENTAL ACTIVITIES
- PERFORMING ARTS
- THERAPUTIC RECREATION
- YOUTH DEVELOPMENT
- SENIOR/ACTIVE AGING
- YOUTH SPORTS
- TRIPS & EXCURSIONS
- VISUAL ARTS
- SEASONAL EVENTS
- COMMUNITY EVENTS
- HISTORY & CULTURE

STRATEGIES EMPLOYED

In FY24, the following strategies were employed to develop the proposed budget:

- **Proposed FY24 Capital Improvement Program:** The Department's key CIP initiatives include: 1) investment in trails, playgrounds, and athletic fields; 2) investing in existing facilities (historic sites, art centers, aquatic facilities, and community centers) and infrastructure; 3) public safety improvements, including ADA and code compliance; and 4) implement growth initiatives in approved plans and feasibility studies. The plans for renovating existing infrastructure and developing new facilities are based on adopted plans and completed feasibility studies.
- **Athletic Fields:** The Department is committed to developing new maintenance standards for ballfields to include maintaining and upgrading the existing infrastructure supporting our diverse park and recreation programs. Providing adequate field maintenance is the key to safe and quality programs and facilities. Considerable time and resources are required to maintain a field properly. Developing a feasible field maintenance plan is a particularly important part of any program.
- **Playgrounds:** The Department is committed to developing playground maintenance standards. Timely, preventive routine maintenance procedures help control expenses by reducing upkeep and replacement costs, enabling more accurate budgeting. Well-maintained playground equipment can help children to develop cognitively, physically, communicatively, socially, and emotionally in a safer environment. Proper, routine, and timely maintenance is a way of managing risks in the community's play areas, helping to protect users, and demonstrating a standard of care.
- **Trails and Infrastructure Maintenance:** The Department will focus on maintaining our paved and natural surface trails throughout the County. We will develop a comprehensive plan to make upgrades and critical repairs to the trail system, along with improving maps and signage for trail patrons. In addition, the Department will make continued investments to maintain the existing infrastructure that supports our varied recreational programs.



Prince George's County Parks and Recreation Department

- **Web Page Upgrade:** The Department will continue the process of redesigning the Department's website to increase engagement and improve functionality. Additionally, increasing social media outreach by utilizing new tools to connect with residents and visitors. We will explore opportunities to enhance our virtual programming and strengthen our community outreach and partnerships throughout the County.
- **Cultural Arts:** The Department plans to increase the visibility of arts and cultural program offerings to the community by developing innovative arts and cultural programs and activities for teens, seniors, and youth emphasizing the County's diverse cultures.
- **Public Safety:** The Department remains committed to ensuring the safety of all residents and patrons when visiting and using our open spaces and facilities. The Prince George's County Park Police will maintain a high focus on crime prevention and civic engagement by way of programs and collaborative community partnerships. The Park Police are mindful of the importance of community policing in the delivery of law enforcement services and community perceptions. The Division has implemented practices, reorganized, and reviewed policies and procedures to ensure the community is served by up-to-date and reformative standards.



Prince George's County Parks and Recreation Department

SUMMARY OF DEPARTMENT BUDGET

PRINCE GEORGE'S COUNTY PARKS AND RECREATION DEPARTMENT Expenditures Summary by Division by Fund PROPOSED BUDGET FISCAL YEAR 2024

	FY23 Adjusted Adopted			FY24 Proposed			%
	Park Fund FY23	Rec Fund FY23	Dept.Total FY23	Park Fund FY24	Rec Fund FY24	Dept.Total FY24	
	Adjusted Adopted	Adjusted Adopted	Adjusted Adopted	Proposed	Proposed	Proposed	
Office of the Director	\$ 3,669,671	\$ -	\$ 3,669,671	\$ 3,905,780	\$ -	\$ 3,905,780	6.4%
Park Police	23,051,670	-	23,051,670	24,860,724	-	24,860,724	7.8%
Support Services	12,814,782	10,226,556	23,041,338	12,963,382	10,207,156	23,170,538	0.6%
Administration and Development	1,200,934	-	1,200,934	1,298,273	-	1,298,273	8.1%
Management Services	6,578,093	-	6,578,093	6,861,142	-	6,861,142	4.3%
Information Technology Services (formerly Information Technology & Communications)	6,368,843	-	6,368,843	6,610,331	-	6,610,331	3.8%
Capital Planning and Development (formerly Park Planning and Development)	7,239,045	-	7,239,045	7,218,202	-	7,218,202	-0.3%
Public Affairs and Community Engagement (formerly Public Affairs and Marketing)	3,107,194	1,258,979	4,366,173	3,742,460	1,131,448	4,873,908	11.6%
Land Management & Envir. Stewardship	2,785,980	-	2,785,980	3,093,052	-	3,093,052	11.0%
Parks and Facilities Management - Deputy Director (formerly Facility Oper.-Deputy Director)	-	655,692	655,692	-	634,900	634,900	-3.2%
Facility Services (formerly Maintenance and Development)	28,566,692	1,224,942	29,791,634	29,809,377	1,219,539	31,028,916	4.2%
Natural and Historic Resources	9,561,609	1,663,736	11,225,345	10,193,693	1,708,028	11,901,721	6.0%
Northern Region Parks Division (formerly North Parks Division)	13,294,887	-	13,294,887	14,217,654	-	14,217,654	6.9%
Southern Region Parks Division (formerly South Parks Division)	11,796,045	-	11,796,045	13,265,495	-	13,265,495	12.5%
Arts and Cultural Heritage	1,756,628	4,717,388	6,474,016	1,714,403	5,005,733	6,720,136	3.8%
Recreation and Leisure Services - Deputy Director (formerly Area Operations Deputy)	-	541,696	541,696	-	514,931	514,931	-4.9%
Aquatics and Athletic Facilities	-	17,756,825	17,756,825	-	17,759,124	17,759,124	0.0%
Special Programs	-	13,355,765	13,355,765	-	13,479,418	13,479,418	0.9%
Youth and Countywide Sports	-	3,564,710	3,564,710	-	3,889,440	3,889,440	9.1%
Northern Recreation and Leisure Services (formerly Northern Area Operations)	-	11,871,249	11,871,249	-	13,121,235	13,121,235	10.5%
Southern Recreation and Leisure Services (formerly Southern Area Operations)	-	12,397,432	12,397,432	-	13,421,470	13,421,470	8.3%
Central Area Operations	-	-	-	-	-	-	-
Non-Departmental	9,133,337	45,053,663	54,187,000	13,448,327	8,489,871	21,938,198	-59.5%
Transfers Out	105,136,878	42,730,310	147,867,188	30,021,253	16,811,828	46,833,081	-68.3%
Budgetary Reserve	7,046,300	6,575,900	13,622,200	7,660,100	4,869,700	12,529,800	-8.0%
Fund Total	\$ 253,108,588	\$ 173,594,843	\$ 426,703,431	\$ 190,883,648	\$ 112,263,821	\$ 303,147,469	-29.0%



Prince George's County Parks and Recreation Department

FUND SUMMARIES

The Department has two tax-supported operating funds: The Park Fund and the Recreation Fund. The highlights of the Department's proposed budget are shown below for these two Funds. The Enterprise, Internal Service, Advanced Land Acquisition and Special Revenue Fund budgets are shown in separate sections of this document. Major FY24 work program changes are listed by program.

- The FY24 Proposed Operating Budget for the Department of Parks and Recreation in Prince George's County is developed with the strategic vision of continuing to address critical infrastructure needs and ensuring adequate fiscal resources are available to maintain service delivery. The strategy employed to develop the FY24 Proposed Budget is to increase funding to meet needs in a manner that is fiscally prudent. Overall, the Department's goal is to maintain its fiscal health to support the delivery of programs and services at the highest levels. The combination of fiscal management acuity, care for our parks, and innovative programming is consistent with the Commission for Accreditation of Park and Recreation Agencies (CAPRA) Accreditation and gold-medal status that the Department of Parks and Recreation has been nationally recognized for.
- The total operating expenditures within both the Park and Recreation Funds are proposed to decrease by \$21,429,455 or -8.08% from \$265,214,043 in FY23 to \$243,784,588 in FY24. This decrease does not include the transfers to the CIP (PayGo), Debt Service or Expenditure Reserves.
- The Debt Service costs are projected to decrease by \$15,625, or -0.1% from \$14,286,878 in FY23 to \$14,271,253 in FY24.
- PayGo is projected to decrease by \$15,600,000 or -37.7% from \$41,350,000 in FY23 to \$25,750,000 in FY24.
- Therefore, the total combined expenditure budget is decreasing by \$123,555,962 or -29.0%, from \$426,703,431 in FY23 to \$303,147,469 in FY24.

Park Fund

The FY24 Park Fund expenditure budget (excluding reserves) is proposed to decrease by \$62,838,740 or 25.54%, from \$246,062,288 to \$183,223,548. The proposed FY24 operating budget major changes include:

- (\$290,000) decrease for Risk Management;
- \$5,735,988 increase for compensation markers;
- (\$38,418) decrease for other post-employment benefits (OPEB);
- \$81,657 increase for CAS chargebacks (Data Center Charges, ERP Operations, Audit Personnel, Legal Personnel and Recruitment);
- \$201,927 increase for Commission-Wide Information Technology Initiative (CWIT) and CIO Allocation;
- (\$15,625) decrease to Debt Service;
- (\$15,600,000) decrease to PAYGO transfer to CIP
- (\$59,500,000) decrease for transfer to Largo HQ Building



Prince George's County Parks and Recreation Department

The Park Fund program revenues are proposed to decrease \$54,218 from FY23 to FY24. The Park Fund program revenues primarily include Park Permits, Park Police fines, agricultural leases, historic property rentals and park house rentals. The decrease is attributed to the forecasted impact of the current pandemic on programs and offerings within the Park Fund.

Recreation Fund

The FY24 Recreation Fund expenditure budget (excluding reserves) is proposed to decrease by \$59,624,822 or 35.70% from \$167,018,943 to \$107,394,121. Major changes include:

- No change for PayGo;
 - (\$149,400) decrease for Risk Management;
 - \$2,380,684 increase for compensation markers;
 - (\$102,505) decrease for other post-employment benefits (OPEB);
 - \$102,050 increase for CAS chargebacks (increases in ERP Operations, Recruitment, Class and Compensation, and New Initiatives)
 - \$55,402 increase in Commission-Wide Information Technology (CWIT) Initiatives and CIO Allocation;
 - (\$418,482) decrease to subsidy for the Enterprise Fund
 - (\$25,500,000) decrease for transfer to Largo HQ Building

The Recreation Fund program revenues are proposed to increase by \$52,700 (0.5%) from \$11,302,020 in FY23 to \$11,354,720 in FY24. The Recreation Fund program revenues primarily include aquatics, summer play activities, sport programs, the Fairland Athletic complex, arts programs, childcare, and trips and excursions.

Workyear Changes (All Funds)

The proposed FY24 total workyears for the Park, Recreation and Enterprise Funds is 2,522.29 which represents a net increase of 40.35 above the FY23 level of 2,481.94. New position requests were included in the FY24 proposed budget.



Prince George's County Parks and Recreation Department

FY24 Proposed Budget Summary of Parks and Recreation Department Positions by Fund and Position Type

Fund	<u>FY23 Adopted</u>		<u>FY24 Proposed</u>	
	Positions	Workyears	Positions	Workyears
<i>Summary of Full-time Career Positions and Workyears</i>				
Park	840.00	840.00	854.00	854.00
Recreation	340.00	340.00	342.00	342.00
Enterprise	<u>47.00</u>	<u>47.00</u>	<u>47.00</u>	<u>47.00</u>
Total	1,227.00	1,227.00	1,243.00	1,243.00
<i>Summary of Part-time Career Positions and Workyears</i>				
Park	6.00	5.52	5.00	4.22
Recreation	3.00	1.94	12.00	7.44
Enterprise	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	9.00	7.46	17.00	11.66
<i>Non-Career Workyears (Seasonal and Intermittent Positions)</i>				
Park		222.43		249.51
Recreation		933.65		926.72
Enterprise		<u>91.40</u>		<u>91.40</u>
Total		1,247.48		1,267.63

WORK PROGRAM PRIORITIES

FY24 Budget Priorities

The Proposed FY24 Operating budget for the Prince George's County Department of Parks and Recreation is required to stay within the County's Spending Affordability Committee's (SAC) recommended guidelines once adopted. The Department plans its budget according to the fiscal context projected in the Six-Year Plan that SAC approves. The Department's challenge is to maintain existing service levels and an aging infrastructure while responding to demand for increased services and expansion. We continue to address our infrastructure improvement needs by using existing fund balances in the Park Fund and the Recreation Fund. The Department therefore intends to exercise strong fiscal prudence in meeting our operational needs for next fiscal year.

In FY24, we are employing the following strategies to develop our proposed budget:

- **Proposed FY24 - FY29 CIP - Strategically Planning for the Future:** Staff will bring the proposed FY24-FY29 CIP to the Planning Board in December 2022. The Department's key CIP initiatives are: 1) investment in trails, playgrounds, and athletic fields; 2) investing in existing facilities (historic sites, art centers, aquatic facilities, and community centers) and infrastructure; 3) public safety improvements, including ADA and code compliance, and 4) implement growth initiatives in approved plans and feasibility studies. The plans for



Prince George's County Parks and Recreation Department

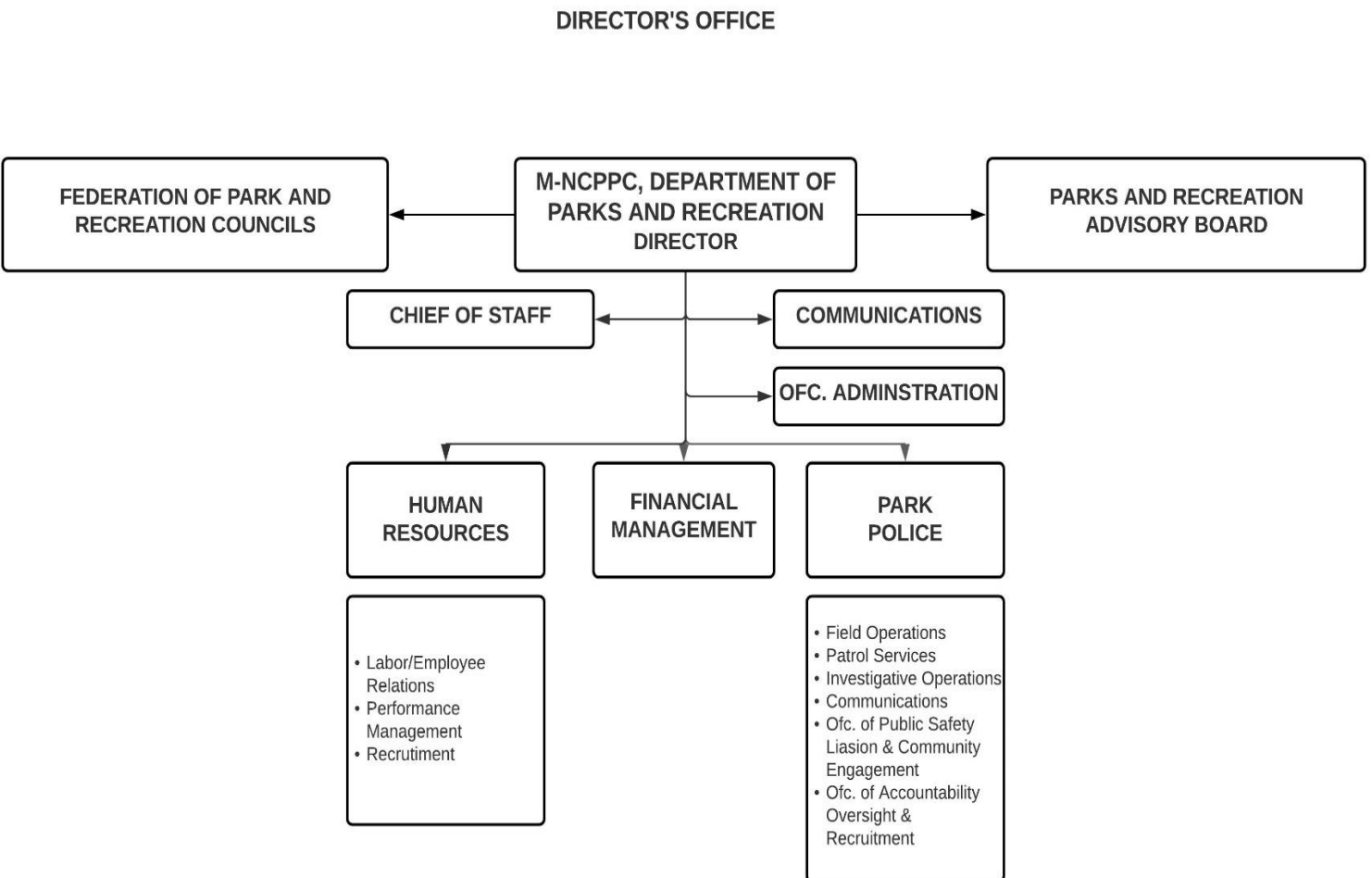
renovating existing infrastructure and developing new facilities are based on adopted plans and completed feasibility studies.

- **Athletic Fields:** The Department is committed to developing new maintenance standards for ballfields to include maintaining and upgrading the existing infrastructure supporting our diverse park and recreation programs. Providing adequate field maintenance is the key to safe and quality programs and facilities. Considerable time and resources are required to maintain a field properly. Developing a feasible field maintenance plan is a particularly important part of any program.
- **Playgrounds:** The Department is committed to developing playground maintenance standards. Timely, preventive routine maintenance procedures help control expenses by reducing upkeep and replacement costs, enabling more accurate budgeting. Well maintained playground equipment can help children to develop cognitively, physically, communicatively, socially, and emotionally in a safer environment. Proper, routine, and timely maintenance is a way of managing risks in the community's play areas, helping to protect users, and demonstrating a standard of care.
- **Trails and Infrastructure Maintenance:** The Department will focus on maintaining our paved and natural surface trails throughout the County. We will develop a comprehensive plan to make upgrades and critical repairs to the trail system, along with improving maps and signage for trail patrons. In addition, the Department will make continued investments to maintain the existing infrastructure that supports our varied recreational programs.
- **Web Page Upgrade:** The Department will continue the process of redesigning the Department's website to increase engagement and improve functionality. Additionally, increasing social media outreach by utilizing new tools to connect with residents and visitors. We will explore opportunities to enhance our virtual programming and strengthen our community outreach and partnerships throughout the County.
- **Cultural Arts:** The Department plans to increase the visibility of arts and cultural program offerings to the community by developing innovative arts and cultural programs and activities for teens, seniors, and youth emphasizing the County's diverse cultures.
- **Public Safety:** The Department remains committed to ensuring the safety of all residents and patrons when visiting and using our open spaces and facilities. The Prince George's County Park Police will maintain a high focus on crime prevention and civic engagement by way of programs and collaborative community partnerships. Park Police are mindful of the importance of community policing in the delivery of law enforcement services and community perceptions. The Division has implemented practices, reorganized, and reviewed policies and procedures to ensure the community is served by up-to-date and reformative standards.



Prince George's County
Parks and Recreation Department - Office of the Director

ORGANIZATIONAL STRUCTURE



Prince George's County Parks and Recreation Department - Office of the Director

OVERVIEW

The Office of the Director provides overall program direction, organizational communications, policy guidance, and administration for the entire Department of Parks and Recreation. This responsibility includes planning, supervising, and coordinating all parks and recreation facilities and services. The Director supervises the Chief of Staff and three Deputy Directors that oversee Recreation and Leisure Services (formerly Area Operations), Parks and Facilities Management (formerly Facility Operations), and Administration and Development. In addition, the Office of the Director manages the Park Police Division, the Human Resources, and Financial Management units.

PROGRAMS AND SERVICES PROVIDED

Human Resources

The Human Resources Management Unit is responsible for providing human resource services and support to the entire Department. The unit provides strategic guidance and direction in all matters and programs related to Labor/Employee Relations, Recruitment, Performance Management, Policy Guidance and Interpretation, and Employee Engagement. The unit serves as a central resource for management and staff, providing programs and initiatives that align with the Department's mission and vision and help drive organizational effectiveness.

Financial Management

The Financial Management Unit provides overall management and coordination of the Department's operating budget. This includes the management of six distinct operating funds including the Park, Recreation, Enterprise, Special Revenue, Advanced Land Acquisition, and Internal Service Funds. The unit prepares and oversees the management of these budgets. The unit also provides Departmentwide training to the field divisions to ensure they are competent and responsible in their fiscal management duties. In addition, the unit implements the Department's cost recovery program by conducting cost analysis and fee policy assessment for the ongoing implementation and administration of the Department's Formula 2040 Functional Master Plan.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$3,669,671	\$3,905,780	6.4%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	26.00	26.00	0.0%
	Funded Workyears	28.15	28.15	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added funding for Department-wide employee incentive and referral program.



Prince George's County

Parks and Recreation Department - Park Police

OVERVIEW

The Park Police Division ensures the safety of park patrons and facilities 24 hours a day through crime prevention, apprehension, enforcement of criminal and motor vehicle laws of the State, and enforcement of Park Rules and Regulations. Policing is community-based, with officers at all levels involved in problem solving on behalf of our residents through community policing strategies and partnerships.

MISSION

The goal of the Park Police Division is to provide professional police services to offer a safe and secure environment, protect life and property, and identify and apprehend violators.

PROGRAMS AND SERVICES PROVIDED

Office of the Division Chief

This office provides administrative and operational supervision for the Division encompassing developmental programs, supervision, planning, and direction. The Department's human resources and financial management support is provided by this program. This program coordinates with County, State and Federal agencies involved in parks, recreation, and policing.

Executive Services disseminates public information to the media and community, coordinates programs such as the Maryland "Law Enforcement Challenge," serves as the Park Police Division liaison to the community at large and manages the Division's law enforcement accreditation process.

Fiscal Affairs is responsible for all budget and purchasing matters for the Park Police. The fiscal affairs manager assists the Chief with budget projections, processing purchase orders and allocation of funding.

Human Resources is responsible for personnel matters including payroll, time and attendance, processing evaluations, maintenance of employee personal files, hiring and on-boarding of all employees.

Field Operations

Field Operations provides police services and security to the M-NCPPC and patrons who use the over 28,500 acres of parkland. This consists of administrative buildings, historic buildings and facilities, community and recreation centers, parks, trails, and undeveloped land.

Officers proactively respond to residents' requests for service and conduct active preventive patrols. Field Operations consists of two (2) components: Patrol Services and Canine (K-9) Services. Field Operations lieutenants work with recreation and program managers to plan and coordinate park and community events. Park Police managers and supervisors coordinate Division programs to ensure a strategic approach to policing and problem solving. Park Police officers enforce M-NCPPC Park Rules & Regulations, County Ordinances, and State and Federal laws.

Patrol Services is comprised of ten (10) vehicular patrol squads providing 24-hour police coverage. Patrol units respond to community Calls-For-Service (CFS) and are active in their preventive patrols. Intelligence based on officer observations, community complaints, and information from M-NCPPC staff and the community are used to identify and target areas for patrol deployments.



Prince George's County Parks and Recreation Department - Park Police

Officers are assigned to those areas based on an analysis of the CFS data. Park Police also utilize programmable people counters and video camera technology to track park usage in remote trail areas. This increases the efficiency of patrol deployment and minimizes the budget impact for additional staffing. Vehicular patrol officers are also assigned special details and provide security and traffic control at community festivals such as the County Fair, the Harlem Renaissance Festival, and other large community events. Vehicular patrols, police bicycle patrol and motorcycle trained officers supplement patrols of the community centers, community events, and hiker/biker trails. Patrol Officers coordinate the Division's Gang Resistance Education and Training (G.R.E.A.T) Program and Drug Abuse Resistance Education (D.A.R.E.) Program at selected Prince George's County Public Schools and during Department of Parks and Recreation summer camps and playgrounds. Canine Teams also provides patrol coverage seven (7) days a week.

Patrol Services has a fully operational Canine Unit consisting of three Patrol Canine Officers and two Explosive Detection Canine Officers. The Patrol Canine Officers supplement patrol by providing drug detection and apprehension capabilities. The Explosive Detection Officers provide bomb and explosive detection services at community events and provide building searches of M-NCPPC and public facilities throughout the County.

Office of Public Safety Liaison and Community Engagement

The Park Police's Homeland Security Captain is responsible for developing a coordinated safety and preparedness strategy to protect life, property, and the M-NCPPC community from the effects of natural and man-made disasters including terrorist acts and other threats. Responsibilities include site security assessments, emergency/disaster preparedness, suspicious mail/package handling, large event security assessments, and liaison with Federal and local Homeland Security Organizations and Fusion Centers. The captain distributes all pertinent Homeland Security information and is the divisions' liaison with the Maryland Coordination and Analysis Center Joint Terrorism Task Force.

Security & Public Safety Systems Operations/Security Management is responsible for the design, implementation, maintenance, and standardization of security, public, and life safety technology solutions necessary to protect M-NCPPC employees, patrons, and property including but not limited to integrated access control and intrusion detection systems, video surveillance and analytics systems, fire alarm and mass notification systems, trail and park security systems, central station event and alarm reporting systems, and fixed automatic license plate reading systems.

Community Services Unit (CSU) is staffed to handle all the Park Police youth programs such as Cops Camp; (D.A.R.E.); Rape Aggression Defense; Fatal Vision (alcohol awareness); Safe and Drug Free Community Basketball Games; Trading Places; NFL Punt, Pass and Kick; Turkey Bowl; Xtreme Teens; and Safe Summer programs. The CSU is responsible for community outreach programs. Staff of the CSU meet with communities, listen to their concerns, relay that information to the M-NCPPC and utilize M-NCPPC and local resources to address their issues, fears and/or concerns. The CSU provides oversight for the Park Police Volunteer Academy and helps coordinate its volunteers to assist in M-NCPPC programs such as free fingerprint services, child ID programs, park patrols, Hispanic Festival, County Fair, Community Days, and safety education and awareness programs. The CSU also provides security analysis/assessments and security recommendations for facilities that use live music bands.

Mounted Services comprises two (2) horse-mounted patrol squads providing active patrols of the hiker/biker trail system and regional parks. Mounted personnel can patrol by horse, vehicle or T3.



Prince George's County Parks and Recreation Department - Park Police

They are actively involved in the community through attendance at events and parades and provide outreach and education at schools and community centers. Mounted Services coordinates the popular Cops Camp for Kids program and participates in the (D.A.R.E.) program, summer day camps and other children's programs. Officers and horses are also trained in civil disturbance and search/rescue. They are frequently deployed for crowd control at large events and gatherings and provide specialized services to other local public safety agencies. Mounted officers are responsible for providing police coverage on the 90 miles of hiker/biker trails. When not patrolling on horseback, the unit supplements patrol in assigned patrol cruisers.

The Potomac Riverfront Trail Unit is assigned to the Potomac River Waterfront Community Park and is responsible for providing patrol coverage seven (7) days a week at the Woodrow Wilson Bridge Trail and at other park locations in proximity. The officers assigned to this Unit also provide police coverage for all special events on the Woodrow Wilson Bridge Trail and for those events at the National Harbor that traverse onto park property.

Support Operations

Support Operations is one of three operations within the Maryland-National Capital Park Police and is responsible for providing necessary support to all personnel within the division. The assigned personnel work professionally and responsively to ensure that police services are delivered to the public quickly and effectively. Support Operations is broken down into seven functional areas:

Records Management is responsible for registering all pertinent law enforcement information into the records management system and the uniform crime reporting database and ensuring that all approved data is readily accessible to the public and law enforcement personnel. The records management staff is also responsible for processing fine payments and providing statistical and analytical reports to the Department and allied law enforcement agencies.

Property and Evidence unit is responsible for providing a safe and efficient environment for the secure storage of all evidence and property recovered by members of the Department.

Training Section is responsible for coordinating and hosting both intra-departmental training and police and civilian in-service training. The training staff ensures all Maryland Police and Correctional Training Commission (PCTC) Police Certification and Instructor Certifications are current and active.

Communications Section is responsible for receiving calls from the residents of Prince George's County and for dispatching emergency personnel as quickly and accurately as possible. Personnel also conduct wanted checks, and license and registration inquiries through the Criminal Justice Information Systems (CJIS) database.

Fleet Maintenance manages and maintains the division's inventory which includes a fleet of approximately 200 vehicles-marked/unmarked cars, trucks, trailers, motorcycles, T3s and trailers.

Firearms Staff is responsible for ensuring all Park Police officers receive annual firearm training through spring and fall/tactical qualifications. The staff is also responsible for scheduling range time for partner law enforcement agencies and selected private entities.



Prince George's County

Parks and Recreation Department - Park Police

Office of Accountability, Oversight, and Recruitment (OAO)

Internal Affairs Services responds to allegations of serious and/or criminal misconduct against the M-NCPPC Park Police and its employees and conducts semi-annual audits and inspections of the Park Police Division. The OAO also manages recruitment efforts through national, regional, and local venues, and assists Human Resources with testing and conducting background investigations.

Investigative Operations is composed of three units: Investigative Services, Investigative Crime Analysis, and the Special Assignment Team.

The Investigative Services unit, subject to call out on a 24-hour basis, conducts continuous follow-up investigations of crimes committed in the jurisdiction of The Maryland-National Capital Park Police. Detectives assigned to Investigative Services respond to scenes of crimes for evidence identification, collection, preservation, and processing, when necessary. Detectives interview witnesses, interrogate suspects, utilize digital imaging, and network with other agencies to solve crimes.

The Investigative Crime Analysis unit conducts detailed crime analysis, identifying patterns and trends. This provides strategic and effective deployment of Park Police resources to prevent crimes and assist with identifying and apprehending suspects. This Unit also coordinates the Victim/Witness Assistance Program which helps provide them with professional guidance, assistance and support they need while during the judicial process. Information is also provided to victims/witnesses regarding referral and resource services.

The Special Assignment Team is responsible for reducing crime on park property through special enforcement strategies and tactics to include plain clothes surveillance, checking of Hot Spot areas, rapid deployment to certain emergency situations, and other duties as assigned. The unit consists of one (1) sergeant and four (4) officers.

FY23 ACCOMPLISHMENTS

- Reorganized and realigned functions of the Park Police to improve efficiency, effectiveness, delivery of police services and community engagement.
- Increased staffing to the Recruitment Services Section to expedite the recruitment, hiring, and background process for Park Police staff.
- Improved training for Park Police Officers by relocating all firearms training to the state-of-the-art Prince George's County Public Safety Firearm and Tactical Training Complex.
- Met compliance standards for the FBI's transition to NIBRS for the reporting of crimes.

FY24 BUDGET PRIORITIES

- Complete the building of the Park Police Enterprise Substation.
- Continue to research and implement upgrading the Motorola radio communications and records management systems.
- Implementing effective strategies to better maintain the operational readiness of all security and public safety enterprise management platforms and site security, public and life safety projects.
- Begin and complete Phase two of the Park Police Headquarters renovation project.
- Continue to upgrade and migrate the public safety access control, intrusion detection and video surveillance systems to the Lenel and Milestone Video platform.



Prince George's County Parks and Recreation Department - Park Police

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$23,051,670	\$24,860,724	7.8%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	170.00	170.00	0.0%
	Funded Workyears	174.90	174.90	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added funding for facility security system upgrades.
- Added additional funding for new vehicle upfitting.

GOALS AND PERFORMANCE MEASURES

Park Police Performance Measures

Outcome Objective: The Park Police intends to provide professional park police services in partnership with the community and other divisions of the Commission to protect life, property and to identify and apprehend violators to provide a safe and secure environment.

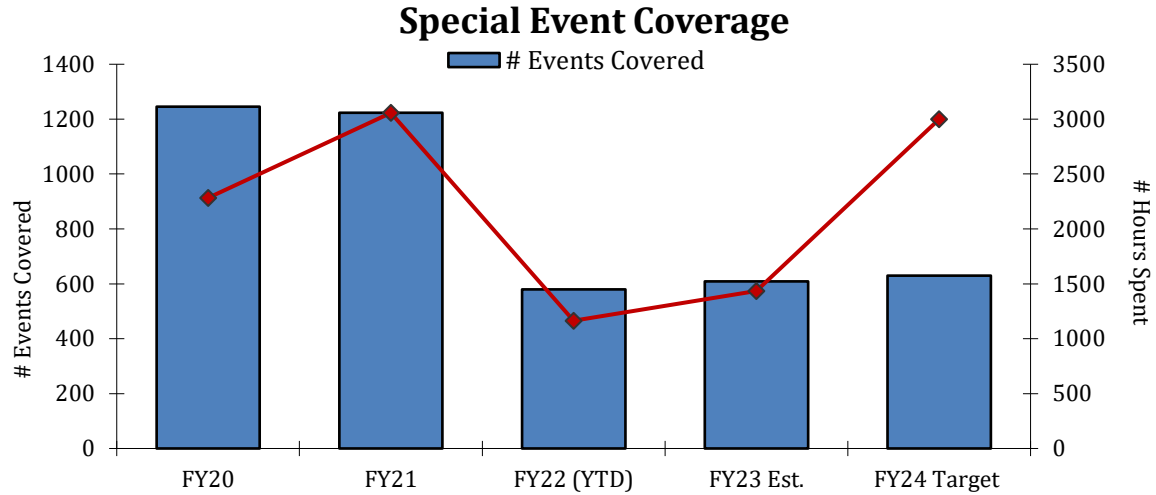
Impact Objective: The Park Police will provide safe environments for Commission employees and park patrons, and protection for park property and facilities by providing efficient, proactive, and courteous responses to reduce crime and fulfill the safety needs of park users and County residents.



**Prince George's County
Parks and Recreation Department - Park Police**

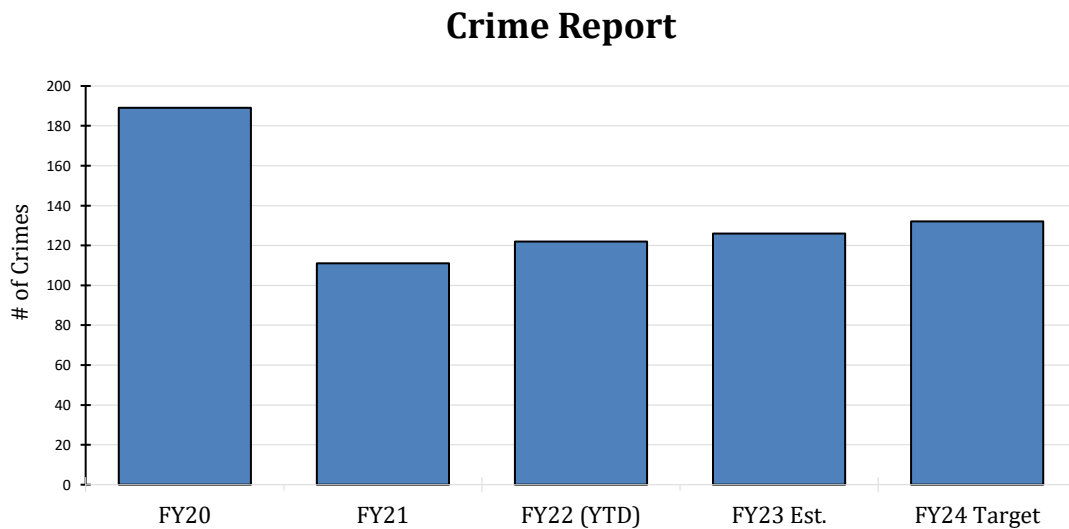
Goal: Public Safety

Desired Outcome: Special Event Coverage - Community Engagement



Goal: Public Safety

Desired Outcome: Crime Reports - Crime Reduction and Prevention

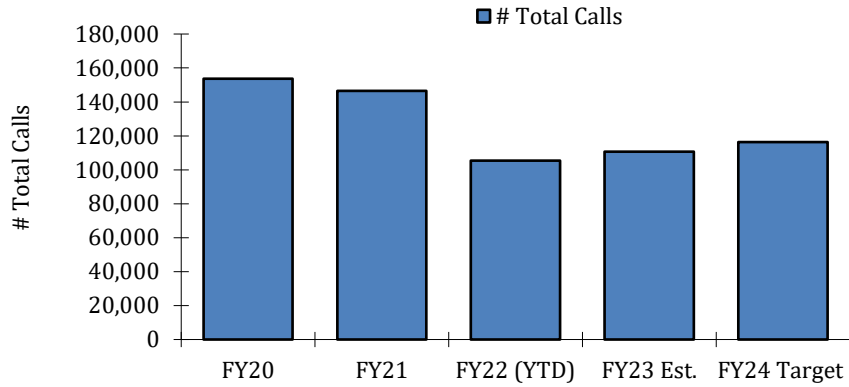


**Prince George's County
Parks and Recreation Department - Park Police**

Goal: Public Safety

Desired Outcome: Total Calls for Service Park Checks - Crime Reduction and Prevention

Total Calls for Service Park Checks



Prince George's County Parks and Recreation Department - Support Services

OVERVIEW

Support Services provides funding for services essential to the operation of the park and recreation system that relate to more than one operating division/office within the Department of Parks and Recreation. The Division funds office supplies, computer hardware and software, software maintenance, risk management, legal fees for outside services, group long-term disability, unemployment compensation, data/telecommunication services, utilities (water and sewer, electricity, gas, and heating fuel), rents and leases, vehicle replacements, workers' compensation claims, refuse collection, and other central support costs.

BUDGET AT A GLANCE

Summary of Division Budget

Budget		FY23 Adjusted Adopted	FY24 Proposed	% Change
<i>Park Fund</i>				
	Expenditures	\$12,814,782	\$12,963,382	1.2%
<i>Recreation Fund</i>				
	Expenditures	\$10,226,556	\$10,207,156	-0.2%
	TOTAL EXPENDITURES	\$23,041,338	\$23,170,538	0.6%

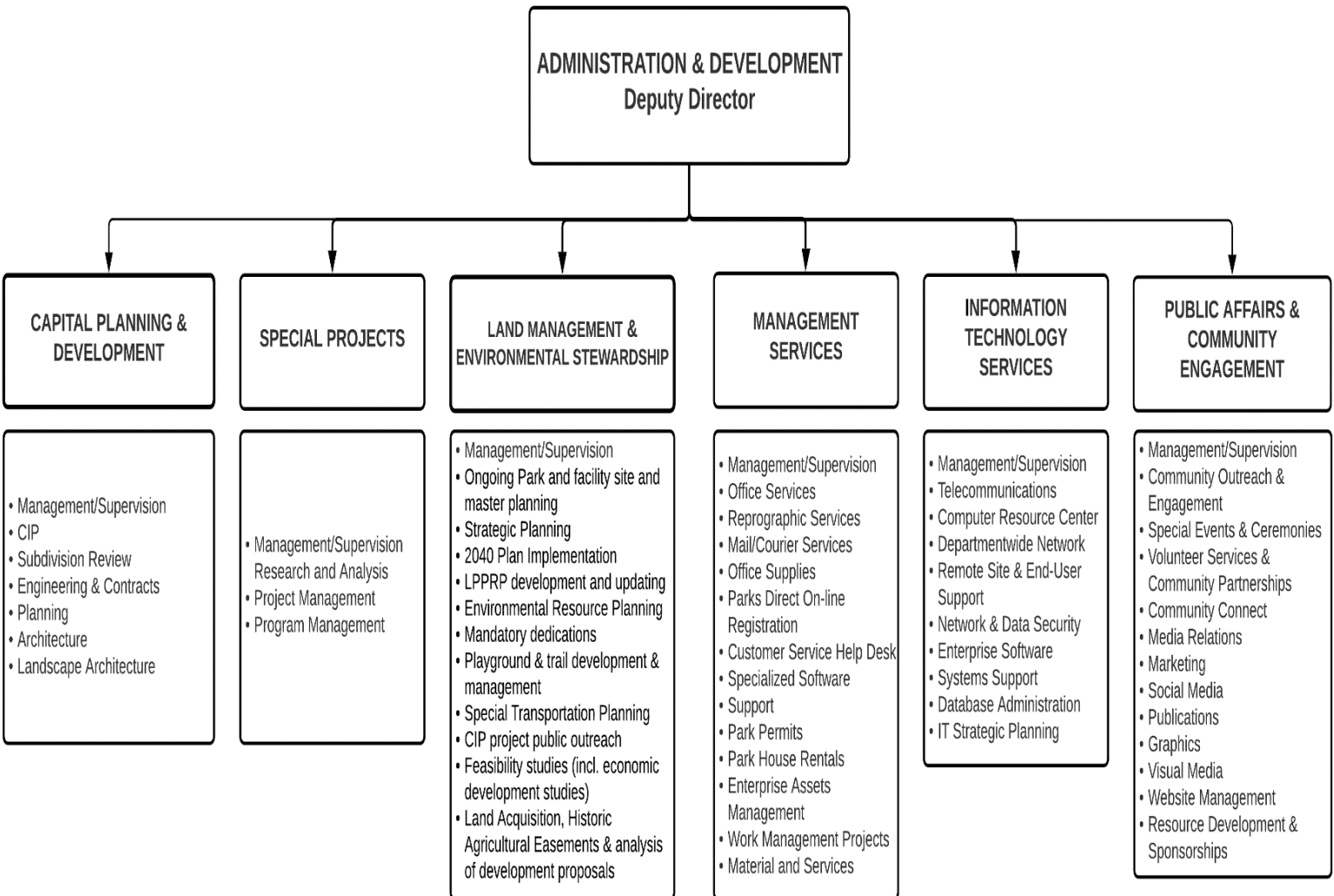
HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Increased funding for Capital Outlay for vehicle purchases by \$200,000.
- Reduced Personnel Services by \$31,400.
- Reallocated non-personnel funding to various divisions within the Department to support operations and service delivery.



Prince George's County
 Parks and Recreation Department - Administration and Development
 Deputy Director

ORGANIZATIONAL STRUCTURE



**Prince George’s County
Parks and Recreation Department - Administration and Development
Deputy Director**

OVERVIEW

The Administration and Development Deputy Director is responsible for the coordination, management, supervision of five major support divisions: Management Services, Capital Planning and Development (formerly Park Planning and Development), Public Affairs and Community Engagement (formerly Public Affairs and Marketing), Information Technology Services (formerly Information Technology and Communications), and the newly established Land Management and Environmental Stewardship.

In addition, the Administration and Development Deputy Director manages the Special Projects Unit, which focuses on several initiatives, most notably the coordination of the Commission’s accreditation by the Commission for Accreditation of Park and Recreation Agencies (CAPRA). Additionally, this unit monitors progress on achieving the objectives and milestones of the adopted Formula 2040 Functional Master Plan for Parks and Recreation and Open Space including establishment of strategic measures, monitoring, and developing operational performance measures for each Division, and developing and delivering training on evaluation and customer satisfaction surveys. The Special Projects unit reports Departmental data through the national PRORAGIS database, facilitates the work of the Program Think Tank to update the Commission’s Comprehensive Recreational Programming Plan, and administers surveys to assess patron satisfaction with Departmental recreation and leisure programs.

MISSION

The goal of Administration and Development is to provide essential site and facility planning and real estate development support and services to the Operating Divisions in the Department to preserve a comprehensive park and recreation system of programs, facilities, and services for the residents of Prince George’s County, and to meet the expressed needs and demands of residents and the public in a safe, secure, inclusive, and fulfilling environment.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$1,200,934	\$1,298,273	8.1%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	7.00	7.00	0.0%
	Funded Workyears	9.37	9.37	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Parks and Recreation Department - Management Services

OVERVIEW

The Management Services Division provides high quality professional services to support the Operating Divisions within the Department. Additionally, the Division serves as the information hub for the residents of Prince George's County in promoting the multitude of recreational programs and services offered by The Commission and Department. Management Services is also a significant internal partner with various divisions and the M-NCPPC Central Administrative Services in delivering effective resource management in the areas of training and development, information systems, and customer service. The Management Services Division resides within the Administration and Development Operations of the Department.

MISSION

The Division's primary function is to enhance the Department's investment in information management and resources through collaboration, governance and policy standards, strategic planning, and service delivery by establishing business procedures and processes through effective resource management, training, analysis, support, and customer service.

PROGRAMS AND SERVICES PROVIDED

Division Management

The Division Management Unit is responsible for the overall administration, strategy, vision, oversight, and implementation of the Division goals and priorities. This unit includes the Division Chief, Assistant Division Chiefs, and team of administrative staff.

Training & Organizational Development

The Training and Organizational Development Unit oversees the Parks and Recreation University which provides high-quality training and development opportunities that inform, educate, and inspire all employees to reach their professional and career goals at the individual, team, and organizational level. This unit also leads workplace culture and employee engagement activities within the Department.

Office Services

The Office Services Unit (OSU) manages the Park and Printing Solutions platform, which is a web to print online ordering system for requesting and submitting print jobs. The Unit functions as in-plant operations within the Department to include reprographic productions, mailroom and courier services and recreation warehouse services. Additionally, OSU has management oversight of the Department's Recreation Warehouse. The Recreation Warehouse includes oversight of the Infor Inventory Module v10, the purchasing platform for administrative, recreational and leisure program supplies.

Enterprise Asset Management

The Enterprise Asset Management (EAM) Unit administers the EAM software platform to track the cost, labor, materials, projects, and services related to the physical maintenance and inventory of the properties, assets, and amenities within the Department's parks and recreation system.



Prince George's County Parks and Recreation Department - Management Services

Data Analytics

The Data Analytics work program consists of inspecting, cleansing, transforming, and modelling data with the goal of discovering useful information, informing conclusions, promoting, and supporting data driven decision-making throughout the Department.

Customer Service Help Desk (PARKS DIRECT) Operations

The Customer Service Help Desk Unit serves as the first line of support for the county residents as well as the Department facilities and staff. The Help Desk maintains several information systems (particularly the PARKS DIRECT registration software) and disseminates information about M-NCPPC activities to include policies and programming, facilitating procedural actions for clients, as well as troubleshooting the use of the publicly accessible software applications.

Customer Service Help Desk Projects

The Customer Service Help Desk Projects Unit provides hardware and software configuration management for several information systems (particularly PARKS DIRECT) as well as custom application development and maintenance. Working with staff across all Divisions to implement new features and enhancements to existing systems and introduce new technologies to support business needs.

Property Management/Park Permits

The Property Management/Park Permits Unit provides permitting and reservation services for picnic shelters and park buildings within the Department. Manage all rental agreements and contracts related to the inventory of park property houses, parkland, and agricultural use.

FY23 ACCOMPLISHMENTS

- Cornerstone Learning Management System has been procured by M-NCPPC. During the first quarter of 2023, the M-NCPPC will develop a timeline and training roll out Commission-wide to introduce the new platform.
- Park and Printing Solutions (PPS) underwent technological enhancements to improve the speed of print for end-users and updated the PPS landing page to enhance the end-user's experience. Department-wide training will commence in the FY23 4th Quarter to introduce the enhanced PPS platform to the workforce.
- The Customer Service Help Desk implemented technologies that included the addition of a self-service kiosk and Customer Relationship Software that streamline citizen requests by implementing smart forms to automatically assign work tickets.
- Dashboards have been created to measure progress with significant Department work programs. The EAM unit will continue to automate the connection between citizen requests for maintenance and work order management.

FY24 BUDGET PRIORITIES

- The Management Services Division Training & Organizational Development Unit will work in partnership with Commission Departments to successfully train and roll out the Cornerstone Learning Management System throughout the Department workforce.
- The Management Services Division Office Services Unit will continue the operational assessment of the Recreation Warehouse that will include a workforce assessment, business process review and technology assessment.



Prince George's County

Parks and Recreation Department - Management Services

- The Management Services Division Data Relationship Units will continue to leverage technology and data to provide insight into our asset usage and customer profiles that will help drive decisions around programming and maintenance.
- The Management Services Division Customer Service Help Desk Projects Unit will continue to support the Department's use of new technology, especially as it relates to enhancements to the Parks Direct online portal.
- The Management Services Division Park Permits Office unit will work with the Maintenance and Park Police Division to improve park usage for our patrons by increasing the efficiency of Open Picnic Shelter and Park Building reservations.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$6,578,093	\$6,861,142	4.3%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	41.00	41.00	0.0%
	Funded Workyears	62.23	63.61	1.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added an accounting unit for the Reprographic Services
- Added an accounting unit for the Recreation Warehouse
- Reallocated funding from Office Services to Recreation Services and Recreation Warehouse

GOALS AND PERFORMANCE MEASURES

Management Services Division Performance Measures

Outcome Objective: The Management Services Division provides professional, high-quality administrative management and customer service support to other Divisions within the Department, the Commission's Central Administrative Services Divisions, and the residents of Prince George's County. The Division's functions include human resources and training; financial and budget management; park permits and property management; enterprise asset management (EAM); long-range facility and services planning; customer service and help desk services; and general office services support.

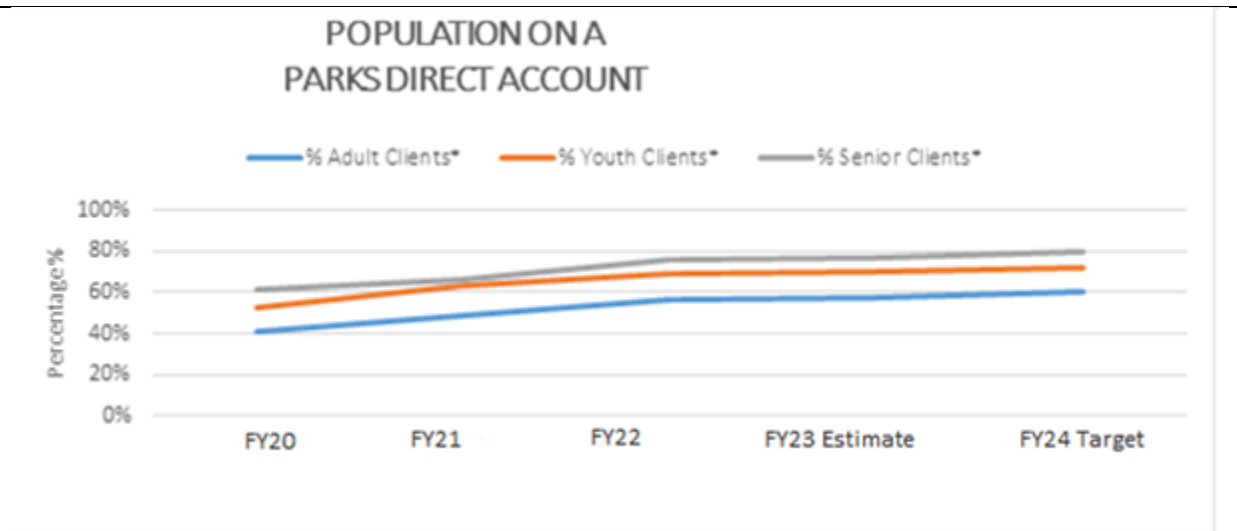
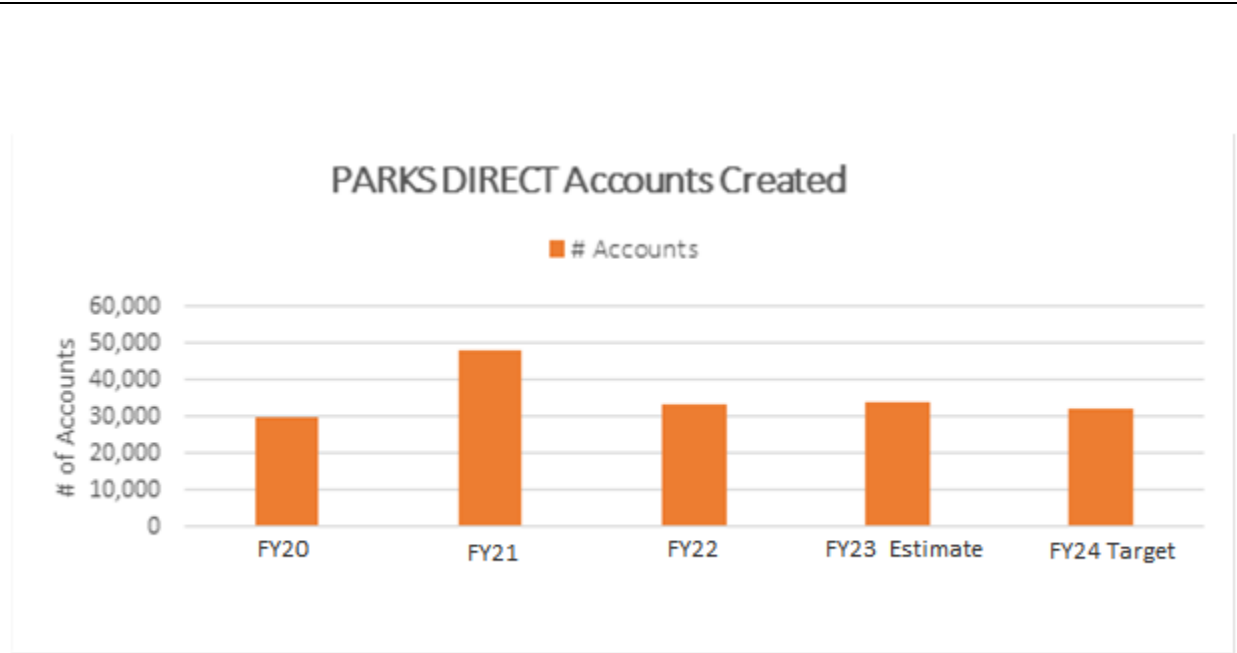
Impact Objective: Provide the Department Divisions, the Commission's Central Administrative Services, and the residents of Prince George's County with accurate, timely information and assistance by implementing and interpreting Commission and Departmental policies and systems.



Prince George's County Parks and Recreation Department - Management Services

Goal: Park and Recreation Operations

Desired Outcome: Support our Diverse Park and Recreation Program



Note: Population total source is 2010 US Census

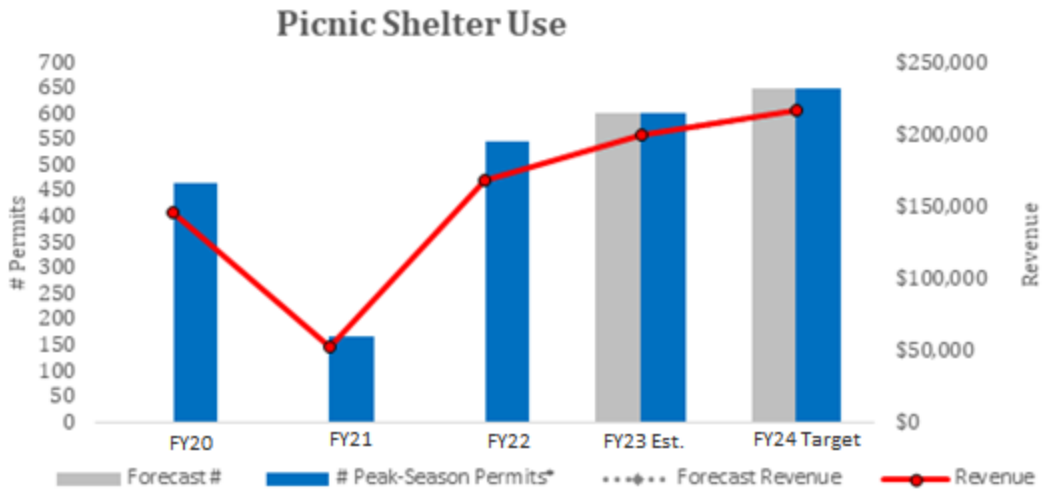
*Please note having an account does not mean the same thing as having an ID membership. Many clients participate in programs that do not require an ID.



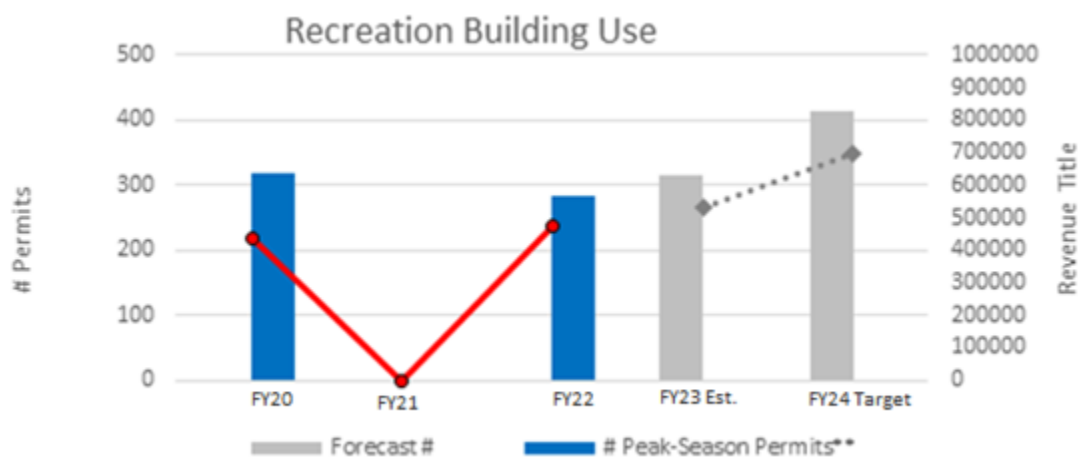
Prince George's County Parks and Recreation Department - Management Services

Goal: Fiscal Stability

Desired Outcome: Continued Enterprise Fund Analysis



* Peak Season = Saturdays and Sundays during June, July, and August



*Peak Season = all days during June, July, and August



Prince George's County

Parks and Recreation Department - Information Technology Services

OVERVIEW

The Information Technology Services Division (formerly Information Technology and Communications) oversees the installation and maintenance of computer network systems within the Commission coordinating the infrastructure, hardware, software and networking of information technology and communication services for all agency divisions.

MISSION

The Information Technology Services Division is committed to providing professional, innovative, reliable, and secure technology services to staff and residents in support of a comprehensive parks and recreation program.

PROGRAMS AND SERVICES PROVIDED

Core responsibilities include ensuring network security and integrity; managing the Department's wide area voice and data communication networks; administering Departmentwide database management systems; providing authorized access to client server and web-based applications and portals; implementing and managing electronic security systems; hardware, software, telephone and peripheral installation, management, and maintenance. The Division also maintains and provides support for various applications such as Microsoft Office; Windows, Macintosh and Linux based operating systems; mobile devices; various databases, and other specific business applications. The Division also serves as the tactical and administrative lead for the Department's Strategic Plan initiatives such as document imaging and archiving; IT and Communications-related policy and procedure creation and enforcement; disaster recovery; business continuity; Purchase Card Interface (PCI) compliance. The Information Technology Services Division is organized into four (4) major units:

Management and Supervision

The Management and Supervision unit provides overall management, administration, and coordination of Division programs. This includes fiscal management for tax-supported funds; clerical, personnel, and purchasing support; and supervision. This unit is also responsible for managing inventory and overall system management of data and voice for the Department. This unit also develops and executes long-term yearly strategic automation plans as well as management of hardware, software, and equipment refresh cycles.

Desktop, Server, and Application Support

The Desktop, Server and Application Support function tracks hardware, software, peripheral, communication equipment and other expenses associated with the support provided to the other functional areas. This group is specifically responsible for administration of Linux, Oracle, and Active Directory environments; hardware, software and peripheral installation, maintenance, and repair; patch management; data backup, disaster recovery and Continuation of Operations (COOP); Storage Area Networks (SAN) management, desktop security and management; as well as customer support request resolution.



Prince George's County Parks and Recreation Department - Information Technology Services

Messaging, Voice, and Data Services

The Messaging, Voice and Data Services operation records installation, management and repair activities associated with core switches and routers; leased voice and data circuits; Business Communication Systems (BCM), Voice Over Internet Protocol (VOIP) and other Internet Protocol (IP) based technology; mobile and desktop communications technology; and electronic messaging services for all Department facilities in the County.

Voice, Network and Security Infrastructure Services

The Voice, Network and Security Infrastructure Services unit has primary responsibility for voice and data network security. This unit's account tracking function includes expenses and resources associated with installation, administration, maintenance, coding, monitoring and repair of agency firewalls, forensic analysis, incident response, and all other perimeter and internal security guidelines.

FY23 ACCOMPLISHMENTS

- Continued a transition to a more flexible and hybrid infrastructure. This included deployment of more mobile computing, transitioning key systems from on premises to cloud-based access and providing secure remote access to the workforce.
- Deployed enhanced security for Department resources. This included implementation of incident handling procedures, deployment of advanced networking equipment and optimization of our Department firewalls.
- Completed the transition of the division (people, assets, and connectivity) to new physical space. This transition included a restructuring of business operations.

FY24 BUDGET PRIORITIES

- Initiated a phased project to replace the switching and access points Departmentwide.
- Continuing to develop and implement industry best practices for security and disaster recovery operations.
- Evaluating the organizational structure and technology systems to ensure we have a technology service model that incorporates best practices in efficiency, security, and end-user support.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted <u>Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget				
<i>Park Fund</i>				
	Expenditures	\$6,368,843	\$6,610,331	3.8%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	33.00	33.00	0.0%
	Funded Workyears	39.06	39.06	0.0%



Prince George's County Parks and Recreation Department - Information Technology Services

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None

GOALS AND PERFORMANCE MEASURES

Information Technology Services Division Performance Measures

Outcome Objective: In pursuit of the Departmental mission, the IT Services Division serves Department staff and oversees the following functional areas: end user support, systems support and configuration, procurement, security of operations, access to web-based applications, web-related support, hardware, telecommunications, and software support. The Division also manages installation, maintenance, integration and upgrading agency computing and telecommunications systems, equipping end users with desktop computers, mobile and desktop communications systems, peripheral and productivity software, the centralized customer support, decentralized site-based customer support, multi-tier service level agreements (SLA) and evening and weekend on-call remote access support.

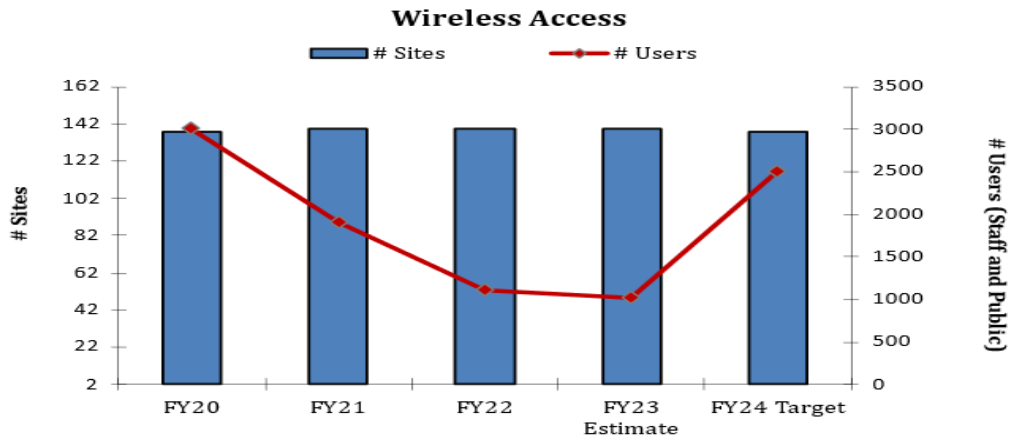
Impact Objective: The goal of the Information Technology and Services Division is to provide secure, reliable, and accurate information and communication systems while maximizing return on investment in alignment with Parks and Recreation's objectives by delivering first class customer support services to all our internal and external patrons.



Prince George's County Parks and Recreation Department - Information Technology Services

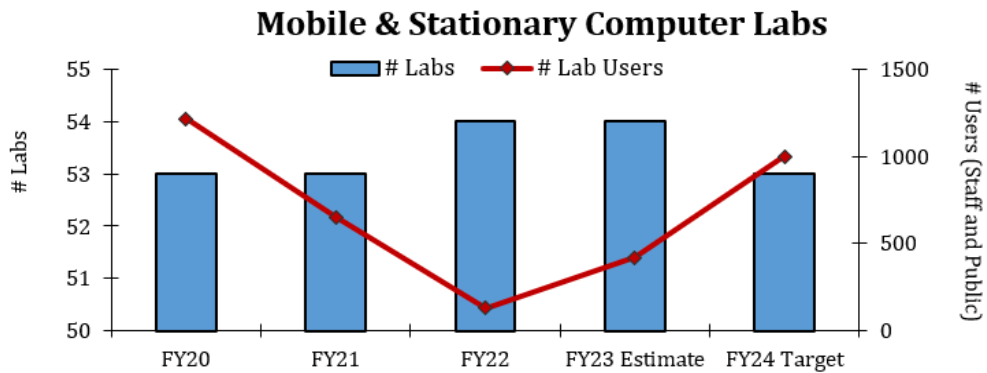
Goal: Web Access

Desired Outcome: Wireless Access - Optimizing IT Resources



Goal: Web Access

Desired Outcome: Mobile and Stationary Computer Labs - Optimizing IT Resources



Prince George's County Parks and Recreation Department - Capital Planning and Development

OVERVIEW

The Capital Planning and Development Division (formerly Park Planning and Development) is responsible for formulating and implementing the Capital Improvement Program (CIP).

The mission of the Capital Planning and Development Division is to plan, design, and construct quality park facilities for the public to meet the park and recreation needs of Prince George's County residents. The Department's six-year CIP, prepared annually by the Division, reflects the priority park acquisition and development projects in the County as defined in the adopted [Formula 2040 Functional Master Plan for Parks, Recreation & Open Space](#). The Master Plan serves as a framework to support current and future CIP needs. The objectives and policy priorities of Formula 2040 are focused on connectivity, economic development, and health and wellness.

PROGRAMS AND SERVICES PROVIDED

Capital Improvement Program and Procurement

This work program develops and monitors the Capital Improvement Program (the capital budget and five outer capital planning years) based on input from the operating divisions, the public, and park planning staff. The program ensures that the CIP is aligned with the County's Spending Affordability Six Year Plan and provides for the procurement of CIP projects.

Project Management for Capital Projects

The implementation of capital projects is managed by teams with expertise in landscape architecture, architecture, and engineering. Project managers work on a wide variety of projects including playgrounds, trails, park amenities, stream valley restoration projects, and new community centers. These team members are responsible for the life of a capital improvement project from design development through construction.

FY23 ACCOMPLISHMENTS

- Groundbreaking of the new Marlow Heights Community Center.
- Completed Feasibility Study for North College Park Community Center.
- Replaced Walker Mill and Heurich Park athletic fields.
- Initiated the modernization of the Good Luck Community Center.
- Replaced various playgrounds across the County including Tucker Road Community Center, Jesse J. Warr Park Building, College Park Community Center, Upper Marlboro Community Center, Largo/Kettering/Perrywood Community Center, Summerfield, Henry P. Johnson, Daisy Lane, and Brownings Grove.
- Completed multiple field irrigation projects and stormwater mitigation projects.
- Implemented the recommendations for the Watkins and Walker Mill Regional Park Master Plans.
- Initiated the feasibility studies for Dinosaur Park and maintenance yards.



Prince George’s County Parks and Recreation Department - Capital Planning and Development

FY24 BUDGET PRIORITIES

- Rehabilitation of historic and cultural resources at Oxon Hill Manor, Concord Manor, Mt. Calvert, Riversdale, and Snow Hill Manor.
- Initiate feasibility studies for Bladensburg, Potomac Landing and Langley Park Community Centers.
- Implementation of the North College Park Community Center, Prince George’s Plaza Multi-Generational Center, Publick Playhouse; as well as Cosca and Walker Mill Regional Park Master Development Plans.
- Funding to replace various playgrounds across the County including Chillum, Lakeland, Cosca, Birchwood City, Lanham Forest, Woodberry Forest, Fort Washington Forest, Bell Acres, and Hillcrest Heights.
- Design and construction of the Prince George’s Connector Trail.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$7,239,045	\$7,218,202	-0.3%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	45.00	45.00	0.0%
	Funded Workyears	49.80	48.80	-2.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Transferred operational funding to the Land Management and Environmental Stewardship Division for the work program.
- Converted one (1) career part-time position to a career full-time position to support a work program realignment.



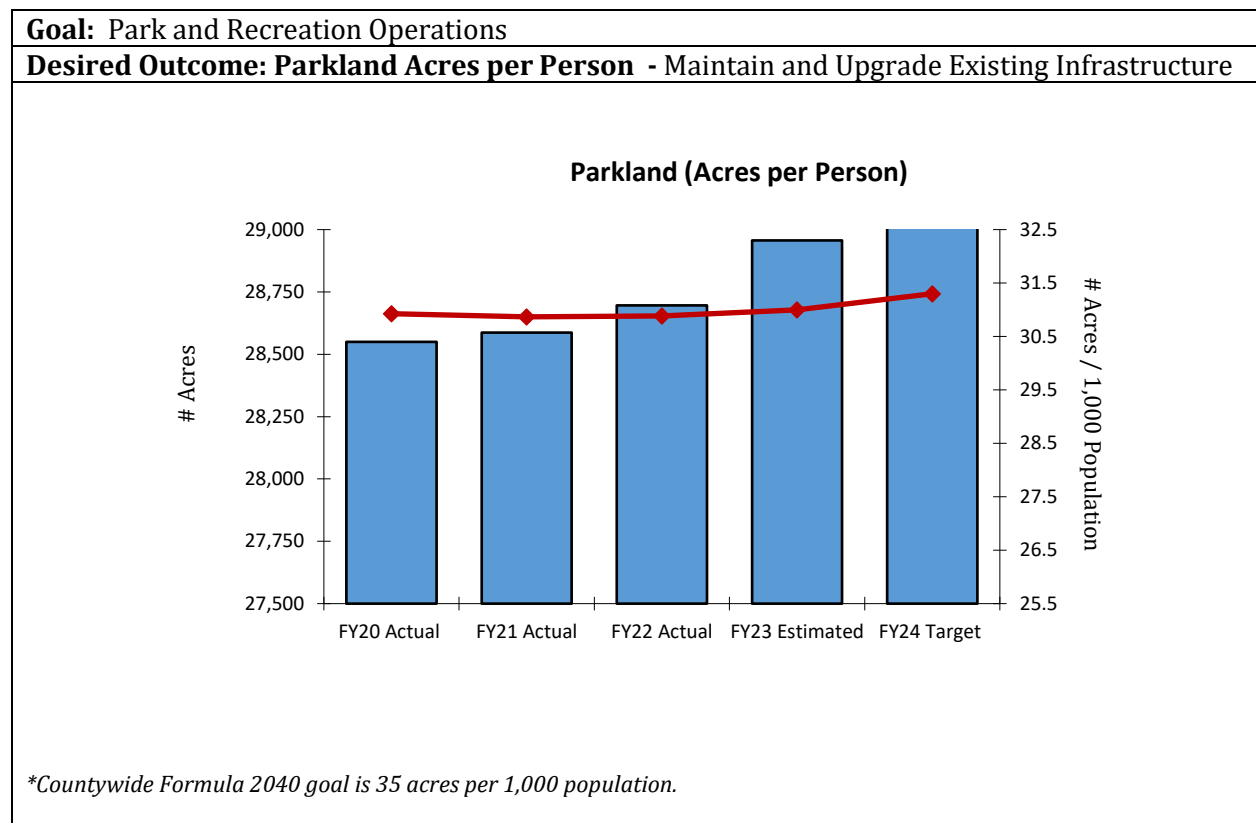
Prince George's County Parks and Recreation Department - Capital Planning and Development

GOALS AND PERFORMANCE MEASURES

Capital Planning and Development Division Performance Measures

Outcome Objective: Prepare the Capital Improvement Program and implement that program through land acquisition and the planning, design, and construction of park facilities. Planners solicit residents' input to ascertain facility needs. Design staff establish the program and concept and then monitor consultants through the schematic, design development and construction document phases of a project. Engineering staff bid projects, handle contract administration, and monitor construction. The Division also performs the regulatory functions of subdivision, site plan and zoning application review to assure compliance with County codes.

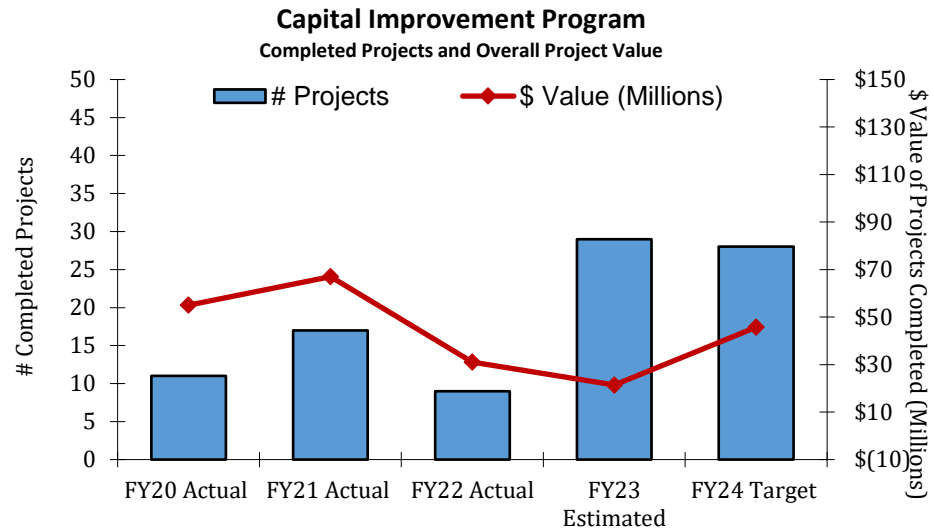
Impact Objective: Ensure that acquisition and development projects are fully funded, and proper procedures are followed through planning, design, and construction. The Division acquires parkland and builds quality park facilities to meet the park and recreation needs of Prince George's County residents.



Prince George's County Parks and Recreation Department - Capital Planning and Development

Goal: Park and Recreation Operations

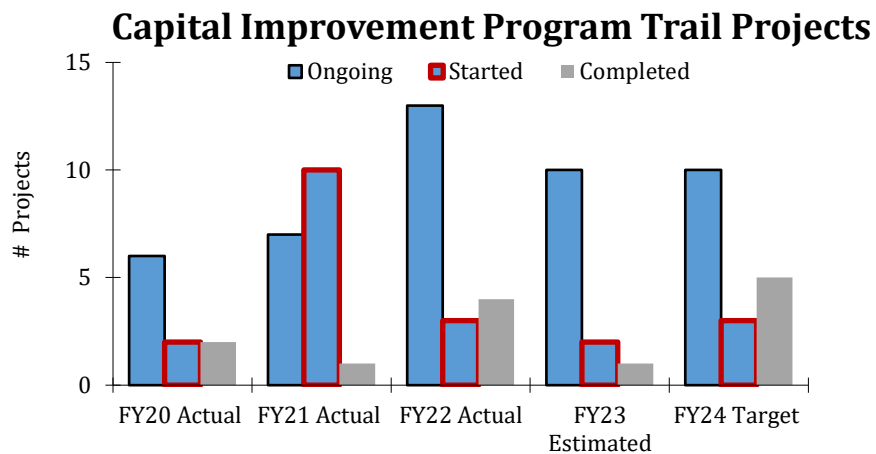
Desired Outcome: Capital Improvement Program - Maintain and Upgrade Existing Infrastructure



**The cost of projects PP+D will complete in FY21 includes the reconstruction of Tucker Road Ice Rink, the Southern Regional Tech/Rec Aquatic Facility and major infrastructure improvements at multiple sites.*

Goal: Park and Recreation Operations

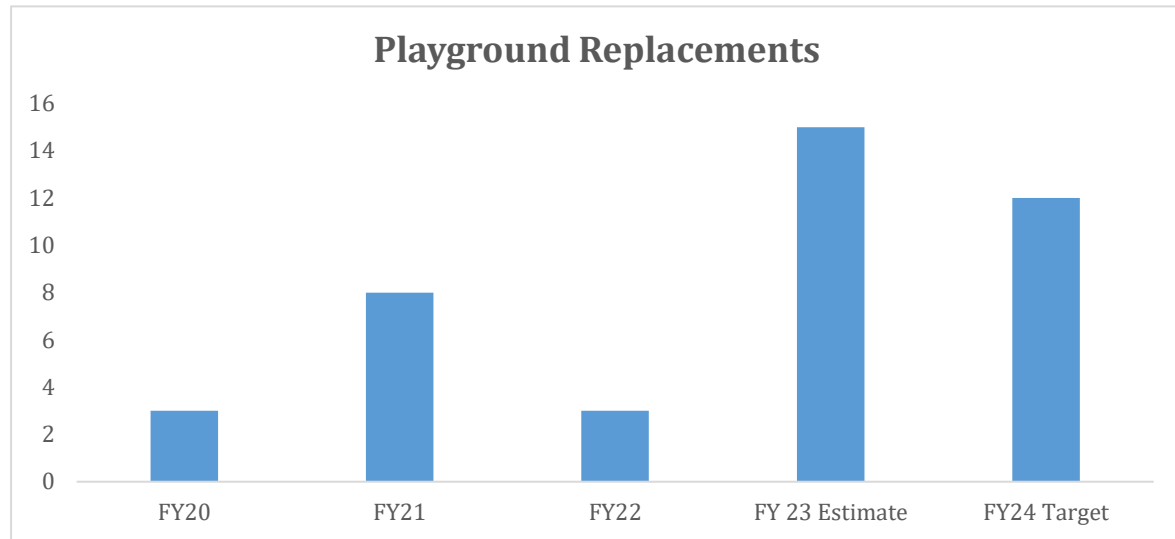
Desired Outcome: CIP Trails Projects - Maintain and Upgrade Existing Infrastructure



**Prince George’s County
Parks and Recreation Department - Capital Planning and Development**

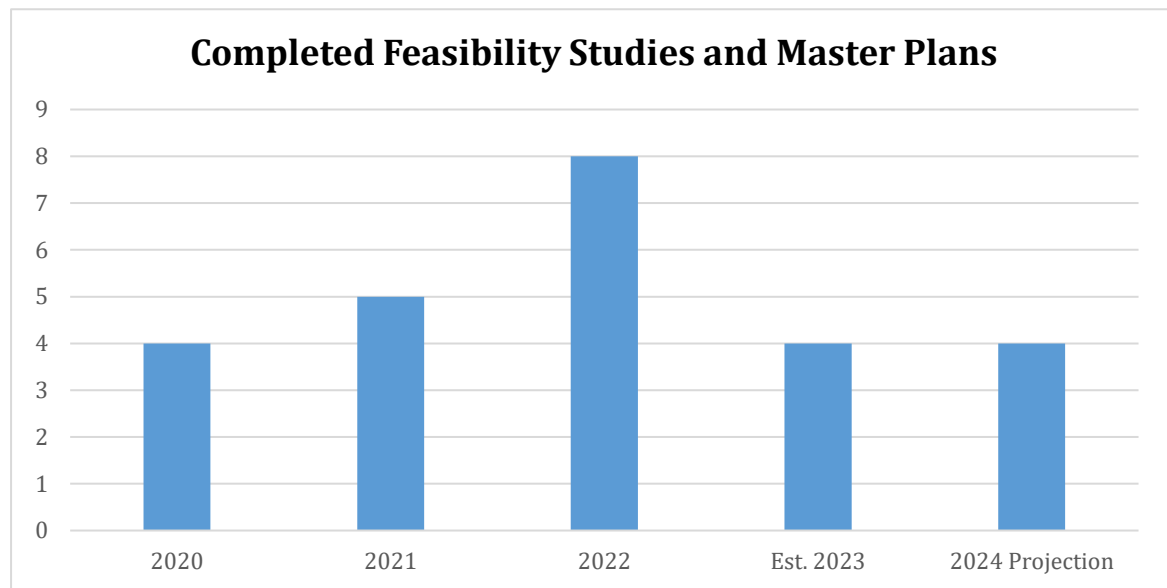
Goal: Public Safety

Desired Outcome: Playground Replacements - Safe and Protected Environment of Park Open Spaces and Facilities for our Service Community and Staff



Goal: Park and Recreation Operations

Desired Outcome: Completed Feasibility Studies and Master Plans - Maintain and Upgrade Existing Infrastructure



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

OVERVIEW

The Public Affairs and Community Engagement (PACE) work program enhances and improves community relations, volunteers, and partnerships; promotes parks and recreation programs, facilities, and services; encourages participation, involvement, and support by the community; and informs Prince George's County residents and visitors of available services through various forms of communication media.

MISSION

The Public Affairs and Community Engagement Division's goal is to ensure one look, one message, one voice for the Department of Parks and Recreation.

PROGRAMS AND SERVICES PROVIDED

The Division serves the following distinct Department-wide functions:

- Communications and Marketing
- Community Outreach and Engagement
- Content Development
- Graphics and Visual Media
- Resource Development
- Volunteer Services and Community Partnerships
- Website

Management and Supervision

The Public Affairs Management unit includes the Office of the Division Chief, responsible for the overall management and supervision of the Division.

Communications and Marketing

The Communications and Marketing unit provides professional communications and marketing for the Department. The unit handles inquiries from newspaper, radio, television and electronic news media reporters and writers, and serves as the official spokesperson for the Department. Writes and disseminates news releases and proactively places ideas for news stories and event coverage. Staff is on call 24 hours a day and provide crisis communication and media services to all divisions of the Department. The unit monitors all coverage and keeps a current database of media contacts for the Department, and trains staff in their dealings with the media. This unit also develops and manages the overall communication plan for the Department, along with program- and facility-specific marketing initiatives and campaigns. Areas of emphasis are marketing to youth, seniors, and multicultural audiences. The unit purchases and places advertising and coordinate collateral materials in media outlets as part of an overall marketing campaign. In addition, the unit manages strategy, content, posts, and advertising buys for the Department's social media channels in support of marketing goals. The unit also provides targeted digital communication including multiple social media platforms and electronic newsletters.



Prince George's County

Parks and Recreation Department – Public Affairs and Community Engagement

Community Outreach and Engagement

The Community Outreach and Community Engagement unit provides community outreach connections and engagement between the Department and various community groups, civic associations, homeowners associations, recreation councils, business groups, and advocacy groups. The unit works with contacts throughout multicultural, immigrant, and non-English speaking communities. The unit also features a Community Outreach Team responsible for actively engaging the community and attending numerous community events to inform residents about parks and recreation services. This unit also is responsible for planning and managing the development of community meetings sponsored by the Department.

Content Development

The Content Development unit manages content and copy for a comprehensive publishing program for the Department. Unit staff writes, edits, produces, and distributes the quarterly *Guide to Classes and Activities*, working closely with recreation programmers and the PARKS DIRECT database team. The unit provides content for the summer programs book, calendars, direct mail pieces, and brochures. The unit also creates interactive digital publications for the Department's major publications including *Guide to Classes and Activities*, Summer Day Camp, Black History, and Hispanic Heritage Month brochures, among others.

Graphics and Visual Media

The Graphics unit manages a comprehensive, standardized graphic design program for the Department. The unit provides professional graphic design services for all divisions in support of print publications, marketing, and communications. Working closely with the other PACE units, the unit designs and manages the look of both electronic and print media. The unit also includes visual media (photography and video) documentation of parks and recreation activities, facilities, and lands to provide photographic resources for publications, web sites, marketing, and communications purposes throughout the Department. The unit maintains and manages a large photographic archive for the Department.

Resource Development

The Resource Development Unit supports generating additional resources for the Department of Parks and Recreation. The unit helps generate funds through grant funding, sponsorships, and donor support, creating flexibility within the department's capital and operating budgets.

Volunteer Services and Community Partnerships

Volunteer Services recruits, vets, and assigns volunteers and recognizes volunteer efforts for the Department. This unit has oversight of group and individual volunteers, student service-learning opportunities and volunteer applications, background checks and hours of service. The unit trains staff and uses an online software program to manage volunteer recruitment, training, placement, and tracking. The unit also manages the Department's Community Connect partnership program, working with staff and organizations to solicit and nurture community partnerships to support specific programs such as those for youth, sports, health and wellness, the arts, and seniors.



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

Web Development

The Web Development unit manages, designs, and supports www.pgparcs.com and multiple sub-sites, using a content management system. The unit maintains links to the PARKS DIRECT registration system, and supports media including online video, RSS feeds and responsive web design in the digital space. It also provides web support for surveys, feedback forms, and other interactive opportunities.

FY23 ACCOMPLISHMENTS

- Developed and implemented the Department's guidelines and procedures for public affairs and community engagement to ensure brand consistency --- creating "ONE Look, ONE Message, and ONE Voice."
- Utilized innovative programming and market research to attract more followers and increase shares and likes on social media. This resulted in continued growth in followers. The Division continues to explore new opportunities for attracting new followers and increasing engagement, including updating its LinkedIn account and sharing content on the NextDoor app.
- Utilized technology to increase community engagement and share resources with residents with the goal of increasing participation in the Department's programs and initiatives. This included virtual community meetings, social media engagement and targeted digital outreach.
- Reinforce Department policies and procedures to support strengthening the compliance for volunteers.
- Begin the process of redesigning the Department's website to increase engagement and improve functionality.
- Increase social media outreach by utilizing new tools to connect with residents and visitors.

FY24 BUDGET PRIORITIES

- Continue to develop a Departmental communications strategy to increase awareness and participation. This will build on the effort that began in FY21 to ensure the plan is comprehensive and incorporates feedback from all stakeholders.
- Develop an outreach strategy with the Resource Development team to increase grant opportunities and corporate partnerships.



**Prince George’s County
Parks and Recreation Department – Public Affairs and Community
Engagement**

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$3,107,194	\$3,742,460	20.4%
<i>Recreation Fund</i>				
	Expenditures	<u>\$1,258,979</u>	<u>\$1,131,448</u>	<u>-10.1%</u>
	TOTAL EXPENDITURES	\$4,366,173	\$4,873,908	11.6%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	21.00	23.00	9.5%
<i>Recreation Fund</i>				
	Funded Career Positions	<u>5.00</u>	<u>5.00</u>	<u>0.0%</u>
	TOTAL FUNDED CAREER POSITIONS	26.00	28.00	7.7%
<i>Park Fund</i>				
	Funded Workyears	36.95	38.95	5.4%
<i>Recreation Fund</i>				
	Funded Workyears	<u>8.66</u>	<u>8.66</u>	<u>0.0%</u>
	TOTAL FUNDED WORKYEARS	45.61	47.61	4.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Add two (2) career full-time positions to provide additional administrative support for the Public Affairs and Community Engagement Division.
- Transferred funds from content production to graphics and visual media to support the increasing demands for photography and videography services.
- Added additional funds to support the website redesign.



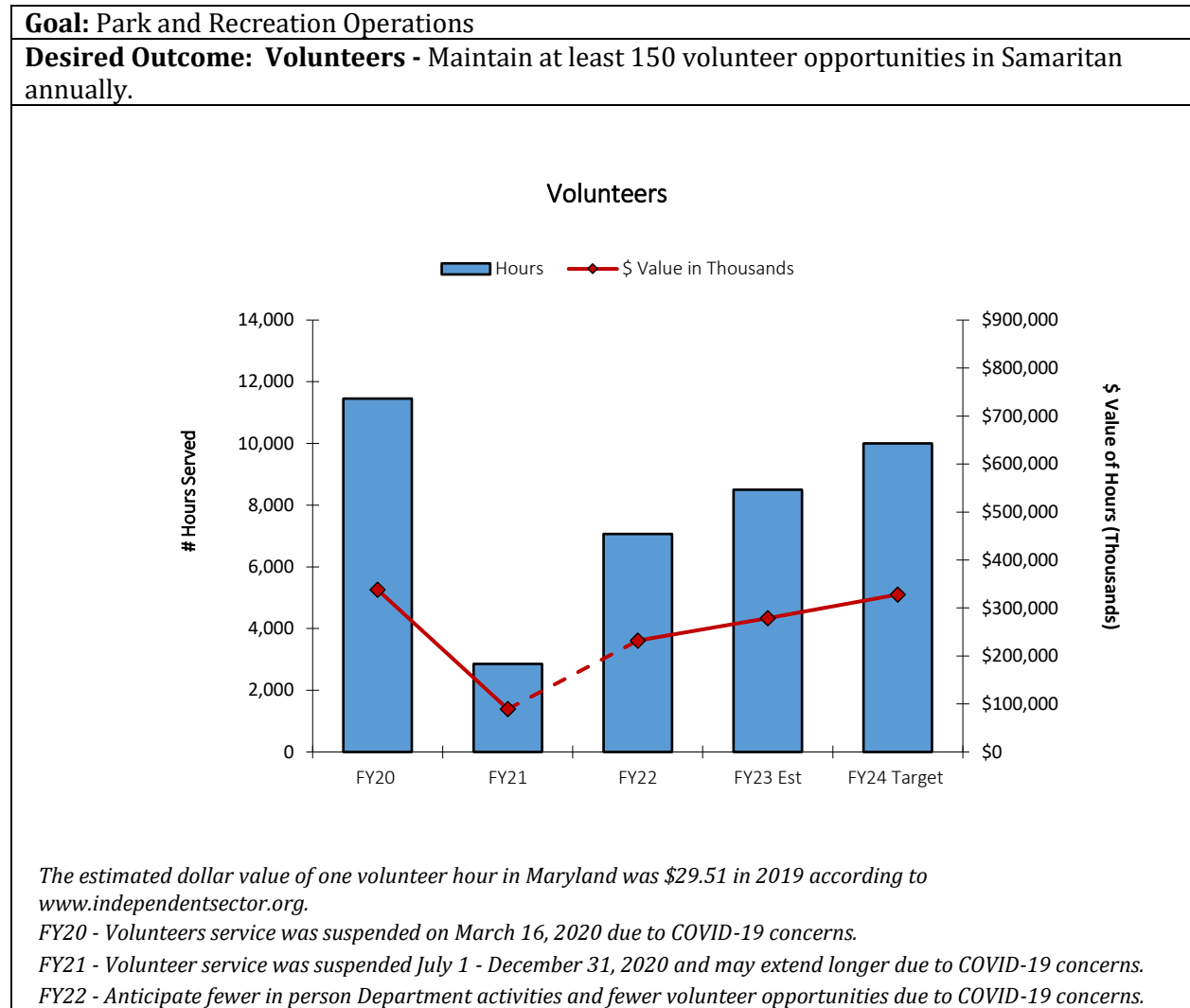
Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

GOALS AND PERFORMANCE MEASURES

Public Affairs and Community Engagement Division Performance Measures

Outcome Objective: Provide professional marketing, promotion, and community engagement services to the Department (including community outreach tools, publications, web site management, graphic design, photography and video, media relations and technical assistance) to promote and market programs, facilities, and services to the public and target audiences. The division also supports volunteer development and community partnership development.

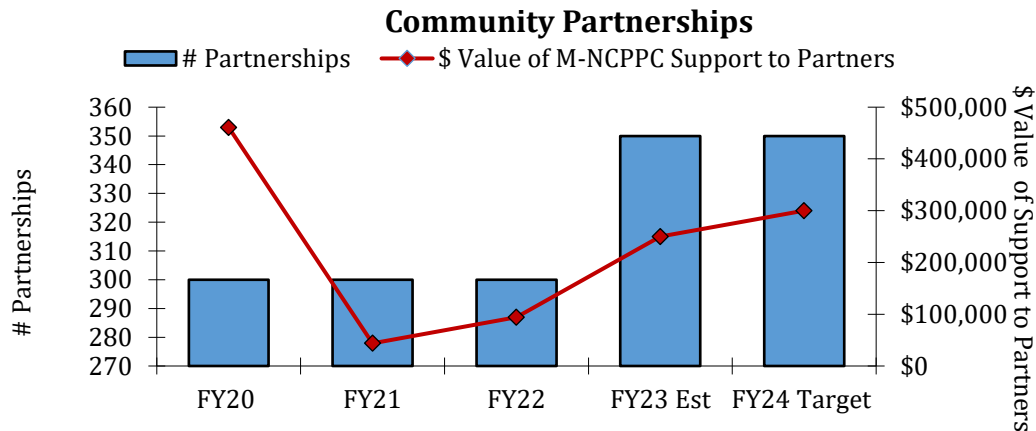
Impact Objective: Produce digital and print communication tools to provide the public with up-to-date, accurate information about the Department of Parks and Recreation's programs and services. Through translation services, reach a wider audience to help the Department connect with communities. Volunteer hours from individuals and groups and partnerships with mission-aligned community organizations bring additional resources to County residents.



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

Goal: Park and Recreation Operations

Desired Outcome: Community Partnerships - Implement new process for accepting and reviewing proposals for community partnership.



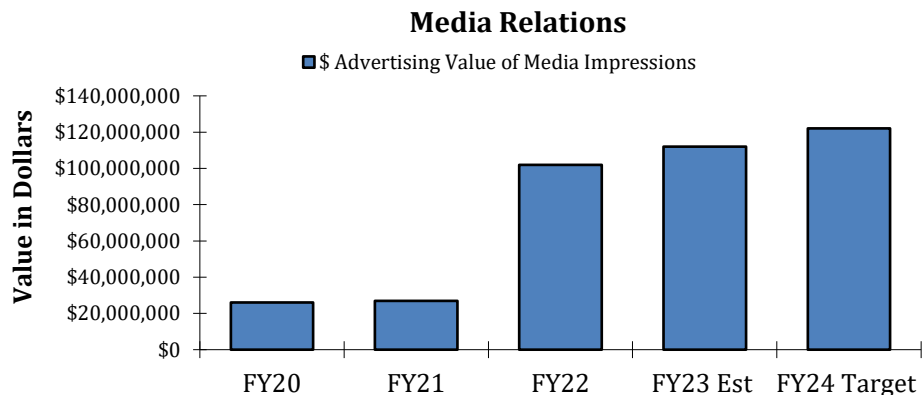
Average support to partnerships in FY20, as recorded in Community Connect - \$1,536.

Total support provided to non-partner community groups was \$67,438.50 in FY20.

FY21 & FY 22 - Anticipate fewer rental opportunities due to COVID-19 limitations on group size.

Goal: Innovative Programming

Desired Outcome: Media Relations - At least one monthly broadcast interview featuring Department staff, leadership, and spokespersons.



Advertising value of media impressions provided by Meltwater, industry standard software used to issue news releases and capture value data.

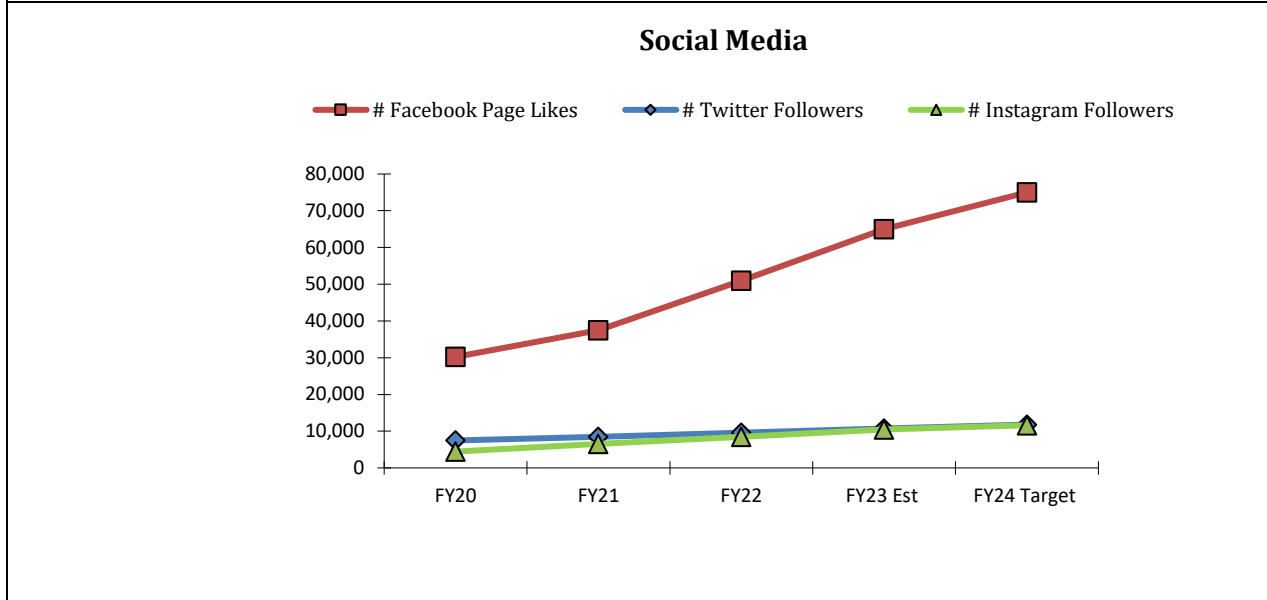
*\$26.3M was an anomaly based on the COVID-19 coverage the Department received in supporting the Department of Health.



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

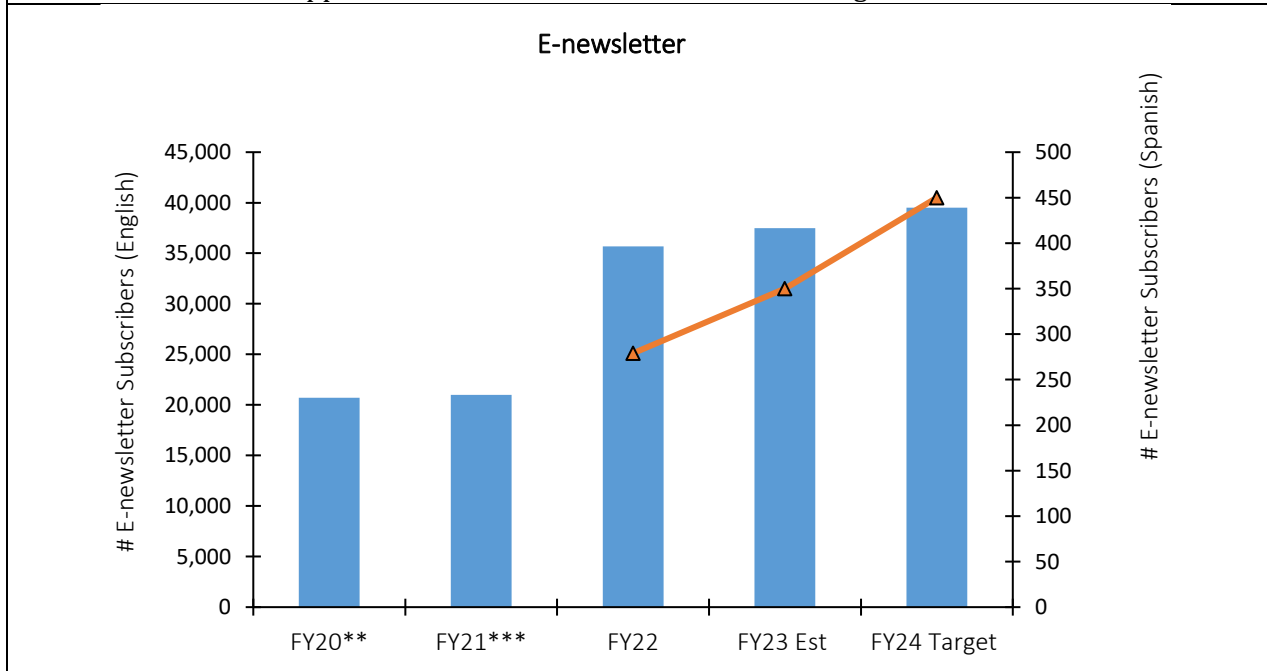
Goal: Innovative Programming

Desired Outcome: Social Media - At least 65k on fb, 10.7k on Tw and 10.5k followers on Ig by 2023.



Goal: Parks and Recreation Operations

Desired Outcome: Support our Diverse Parks and Recreation Programs



/ The Spanish E-Newsletter was not in place.

*** In August 2021, the newsletter subscriber was purged of inactive emails. Numbers have been adjusted and provide a more accurate baseline for current measures. As of September 1, 2021, the current open rate for the English newsletter is 10.03% with a click rate of 12.9%. For the Spanish newsletter, the open rate is 12.58% with a click rate of 12.15%.

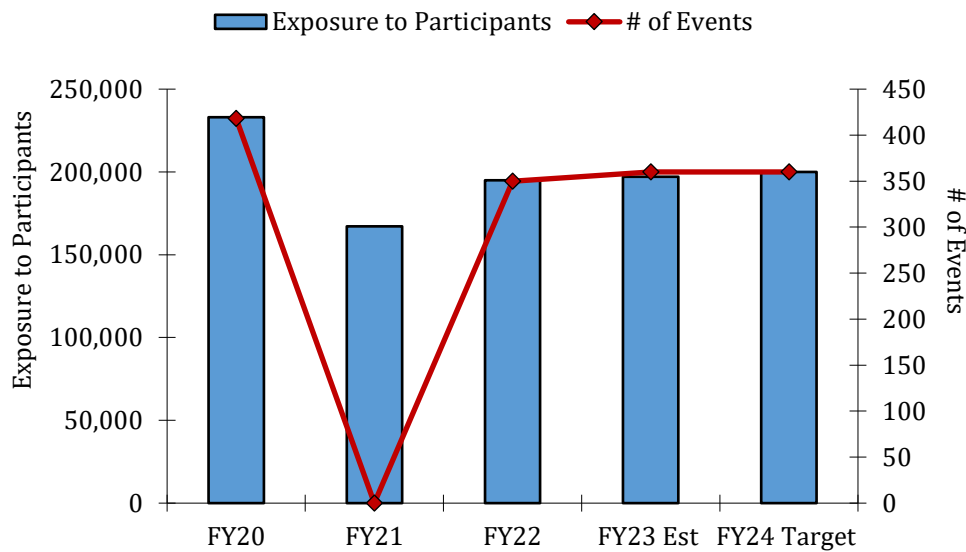


Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

Goal: Innovative Programming

Desired Outcome: **Community Outreach** - Strengthen Community Outreach and Partnerships

Community Outreach

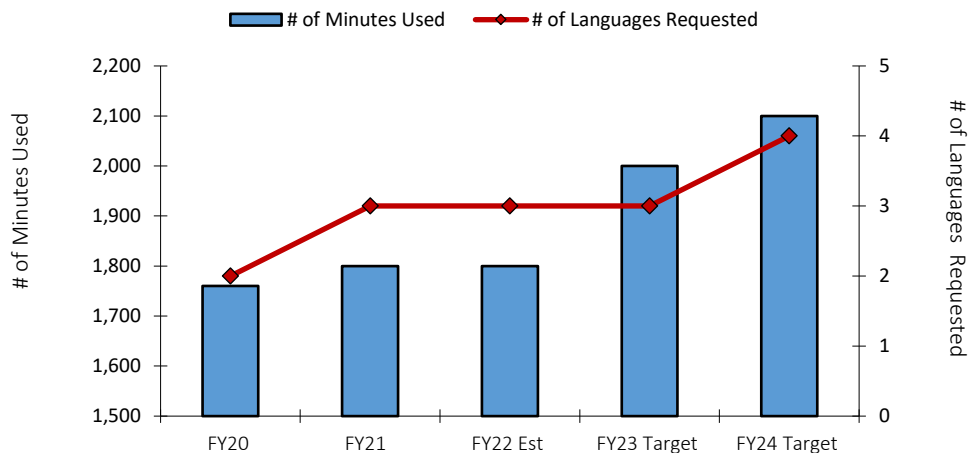


Exposure is based on number of people who visited the Community Outreach table at an organized community event, including virtual events.

Goal: Innovative Programming

Desired Outcome: **Patron Request for Language Assistance** - Strengthen Community Outreach and Partnerships

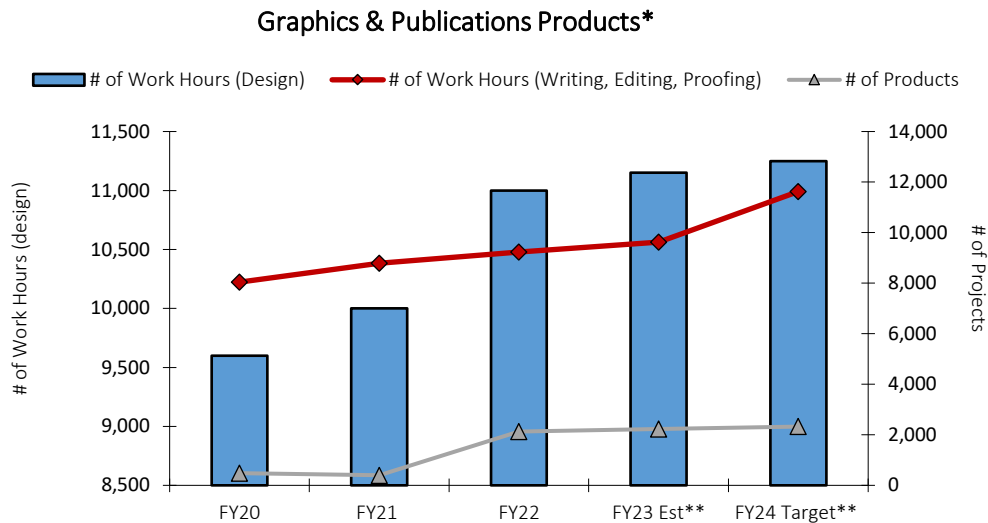
Patron Request for Language Assistance



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

Goal: Parks and Recreation Operations

Desired Outcome: Graphics and Publications Products - Support our Diverse Parks and Recreation Programs



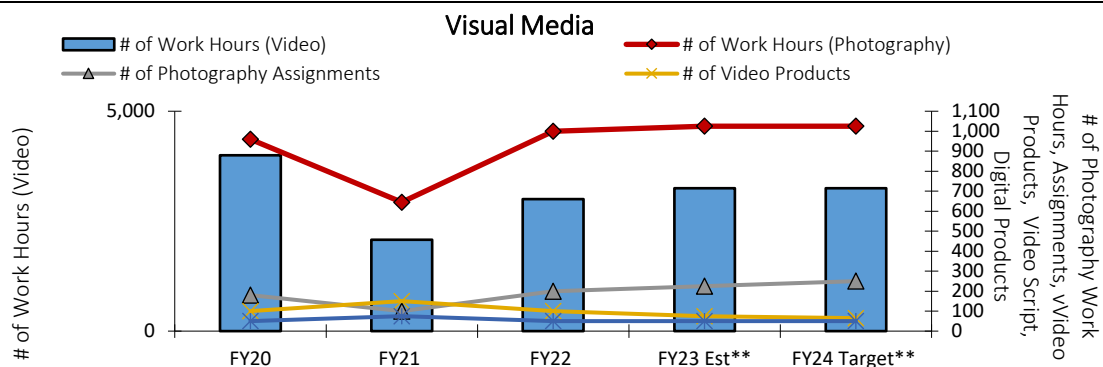
*Graphics & Publications Products: Each completed project includes both print and digital promotional pieces. The project portfolio when completed contains the original request and an additional 5 to 7 graphics. These graphics are for social media, web, and newsletters.

**In FY 22 and FY23, the Department has increased its commitment to create promotional products to the Spanish speaking community. This has generated additional design and writing hours.

For Work Hours Writing: numbers were calculated based on: 2 hours for small projects; 5 hours for medium projects; 20 hours for large projects; 40 hours for large+ projects.

Goal: Innovative Programming

Desired Outcome: Visual Media - Enhancement of virtual and innovative offerings



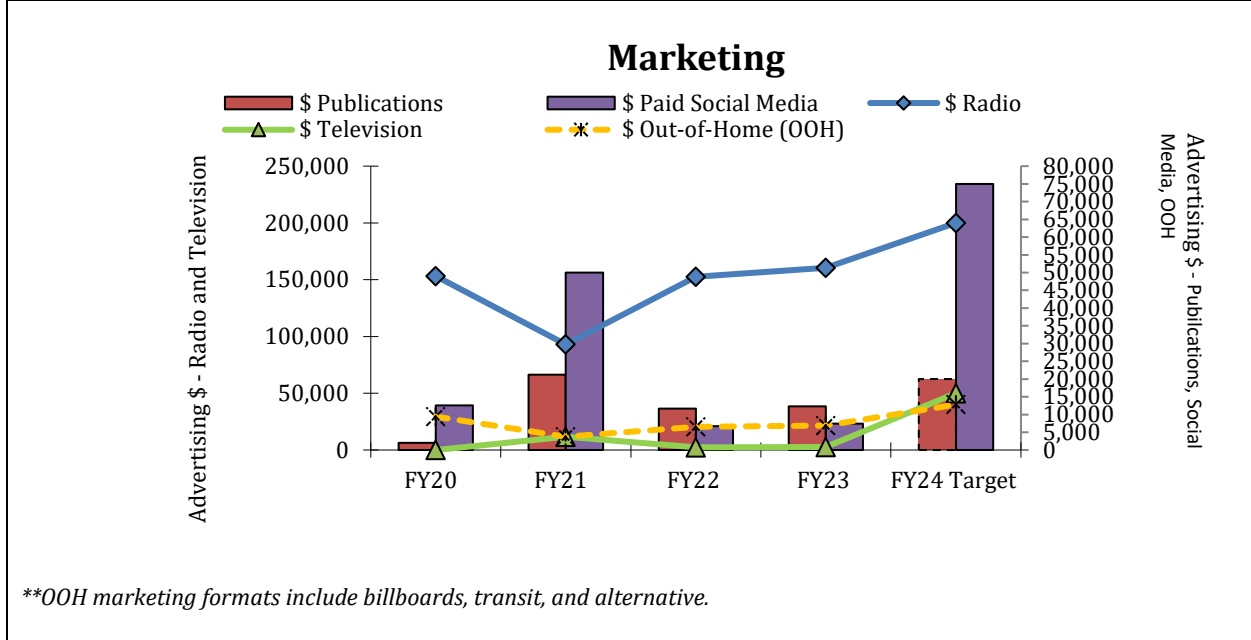
Video hours worked, including filming, editing, and photo research.
Photography hours worked. Event coverage, shooting and editing, 4-8 hours.
Headshots, shooting and editing, 1-3 hours



Prince George's County Parks and Recreation Department – Public Affairs and Community Engagement

Goal: Innovative Programming

Desired Outcome: Marketing - Increased brand awareness, registrations and donations while remaining within allotted budget.



Prince George's County Parks and Recreation Department – Land Management and Environmental Stewardship

OVERVIEW

The Land Management and Environmental Stewardship Division was created in fiscal year 2023. This new division will focus on the long term-planning and management of the County's parks, trails, and natural resources. This Division's work in park acquisition and planning projects are guided by the adopted Formula 2040 Functional Master Plan for Parks, Recreation & Open Space.

MISSION

The park and natural resource planning work program prepares master park development plans, including the State Land Preservation and Recreation Plan. The Park Planning section uses data to establish, analyze, and monitor the level-of-service program for parkland, facilities, and services used to prepare park master plans and to determine community, park and recreation facility needs.

PROGRAMS AND SERVICES PROVIDED

The Division leads the land acquisition program and acquires land based on level-of-service needs for parkland and to protect natural resources (i.e., stream valleys, agriculture, open spaces,) in accordance with approved capital improvement funding. The work program also includes regulatory functions of subdivision review, site plan review, and review of zoning applications to assure compliance with County codes.

FY23 ACCOMPLISHMENTS

- Finalized the Master Park Development plans for Walker Mill Regional Park,
- Finalized the Master Park Development Plan for Cosca Regional Park.
- Finalized the Land Preservation Park and Preservation Plan.
- Initiated master development plan for Fairland Regional Park
- Acquired critical properties to implement the Land Acquisition Master Plan.
- Expansion of trail, environmental and natural resource planning within the Department.
- Continue planning efforts for trail development throughout the County.
- Developed and received approval for Signage Plan for the Anacostia Tributary Trail.
- Coordinated system wide trail resurfacing, stripping and safety.
- Secured funding for improvements to make Walker Mill Road a safe, park road.
- Updated the Recreational Facilities Design Manual
- Developed a prioritized implementation plan for Westphalia Central Park, including establishing criteria for legislative updates.
- Initiated the Countywide Golf Study and needs assessment.



Prince George's County Parks and Recreation Department – Land Management and Environmental Stewardship

FY24 BUDGET PRIORITIES

- Initiate the Glenn Dale Hospital Property Master Park Development Plan.
- Lead the Master Park Development Plan for Fairland Regional Park.
- Develop a Park Master Conservation Plan for the Patuxent River Park.
- Develop a Henson Creek watershed improvement strategy.
- Establish key environmental stewardship policy maps for the Department.
- Develop a strategy document to guide partnerships using compensatory flood plain storage in Metro station areas.
- Implement an invasive species management pilot program.
- Implement the trails signage plan countywide.
- Initiate the Piscataway Trail Implementation Plan
- Envision and plan for the future of Wilmer's Park.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$2,785,980	\$3,093,052	11.0%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	21.00	21.00	0.0%
	Funded Workyears	21.00	21.00	0.0%

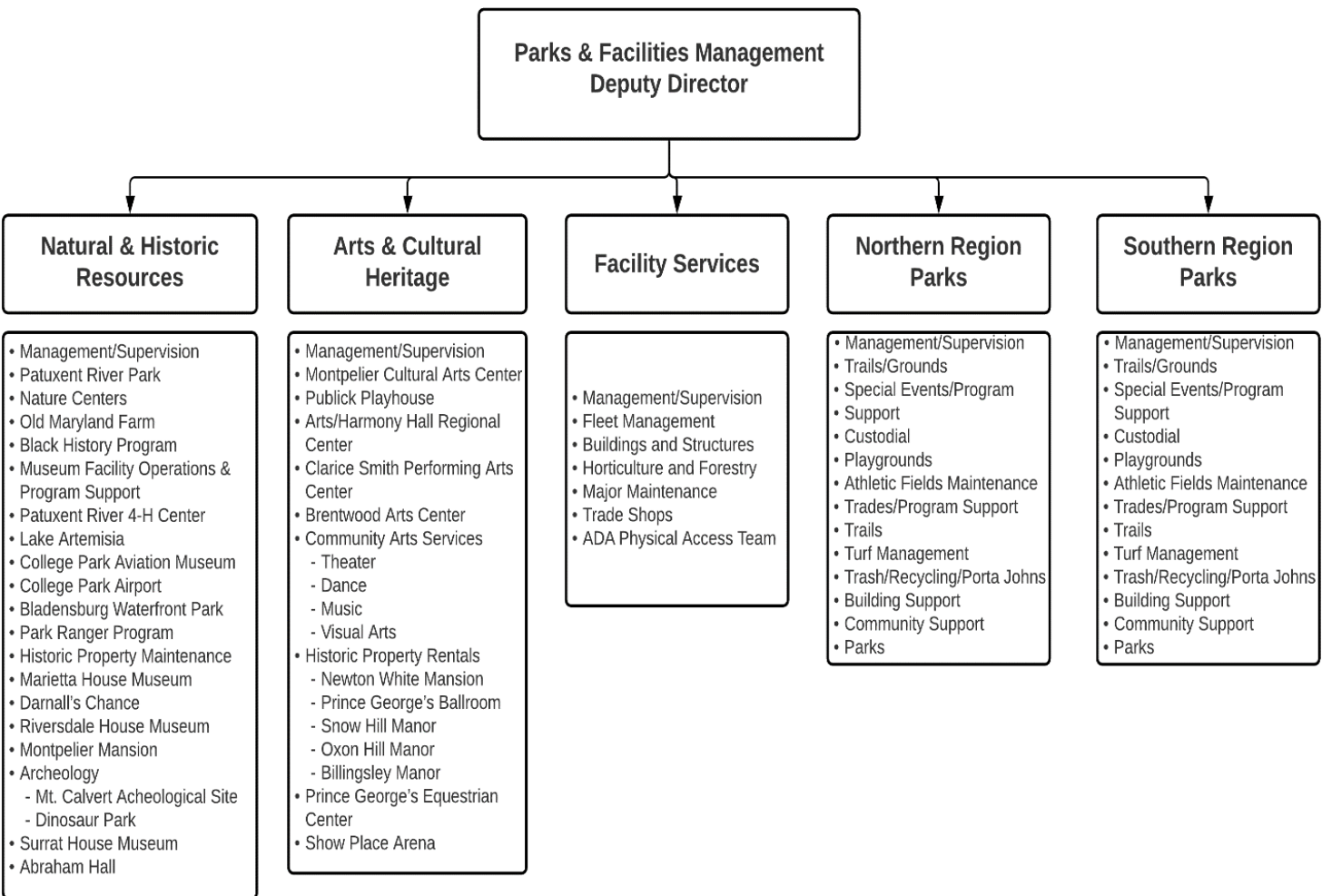
HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added funds from Capital Planning and Development to operate the work programs.
- Received one (1) career full-time position to support a work program realignment.



**Prince George's County
Parks and Recreation Department – Parks and Facilities Management
Deputy Director**

ORGANIZATIONAL STRUCTURE



**Prince George’s County
Parks and Recreation Department – Parks and Facilities Management
Deputy Director**

OVERVIEW

The Parks and Facilities Management Deputy Director is responsible for coordination, management, supervision, and direction of comprehensive park, trail and facility maintenance programs, natural resources, leisure activities, major maintenance projects through oversight of five divisions: Arts and Cultural Heritage; Facility Services (formerly Maintenance and Development); Natural and Historic Resources; Northern Region Parks, and Southern Region Parks.

MISSION

The goal of Parks and Facilities Management is to provide, maintain, and preserve a comprehensive park and recreation system of programs, facilities, and services for the residents of Prince George’s County, and to meet the expressed needs and demands of the public in a well-maintained, secure, inclusive, and fulfilling environment.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$655,692	\$634,900	-3.2%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	3.00	3.00	0.0%
	Funded Workyears	3.00	3.00	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Parks and Recreation Department - Facility Services

OVERVIEW

The Facility Services Division (formerly Maintenance and Development) provides maintenance, repair, and renovation of Department facilities and properties through six major work programs. The Division also coordinates with and provides snow removal and landscaping services to the Prince George's County Government.

MISSION

The goal of this division is to provide professional, high quality maintenance services for all parks and recreation facilities in support of the Department's diverse work programs and to provide customers with a safe, well-maintained, aesthetically pleasing parks and recreation system.

PROGRAMS AND SERVICES PROVIDED

Fleet Management

The Fleet Management work program consists of a central garage facility, mechanics, and administrative support staff responsible for a fleet of over 3,460 vehicles, trailers, self-propelled off-road equipment, and other miscellaneous pieces of motorized or wheeled equipment. This section also maintains 10 fuel sites and provides support to five satellite garage operations. The Fleet Management work program sets maintenance standards, provides technical assistance to the Department, and specifies and coordinates the purchases of all vehicles.

Buildings and Structures

The Buildings and Structures work program consists of Electric, HVACR, Plumbing, Carpentry, Masonry, and Welding teams. Work programs within the skilled trade areas include preventive maintenance, routine and emergency repairs, renovations, and alterations at various park buildings. This section provides estimating, plan review, and supervision of major projects, facility inspections and responses to issues involving fire protection systems, elevators, electrical and lighting, HVACR, roofing and plumbing systems, or structural building components.

Horticulture and Forestry Section

The Horticulture and Forestry Section work program consists of the Greenhouse, Exhibits, and Forestry teams. The Greenhouse team grows most of the plant material for the Landscaping teams, supplies plants for office spaces and works with the Exhibit team to create special themes for unique events. The Exhibits team designs and creates displays and posters for unique events, installs several types of signage, and installs vehicle graphics. The Forestry unit provides skilled tree care services for diseased and damaged trees, as well as corrective measures and emergency response in the event of storms, hurricanes, and tornados.

Major Maintenance and Inspection

The Major Maintenance and Inspection program funds and supervises high priority repair and extensive maintenance projects. Projects are identified each year through an ongoing inspection program and projected life cycles of equipment and building materials. A major repair and maintenance program complements the efforts to address maintenance issues created by aging and heavy use and normal equipment replacement cycles. This group also oversees infrastructure improvement projects to complement the Capital Improvement Program.



Prince George's County

Parks and Recreation Department - Facility Services

Critical Projects

The Critical Projects work program houses the Aquatics Maintenance, Heavy Equipment, and Sustainability teams. This section's goal is to respond appropriately and timely when addressing emergencies affecting our structures and facilities. The construction of larger, more technologically complex aquatic buildings requires a degree of expertise and frequency of maintenance that is outside the scope of our trade shop program. Specialized Pool Mechanics have direct responsibility for the oversight and troubleshooting of filtration system abnormalities in these structures.

The Heavy Equipment program provides erosion control, storm water management, dredging oversight, hauling, demolition, grading and excavation, as well as road and trail renovation services for the entire park system. In addition, this work program supports County snow removal efforts with labor and equipment.

The Sustainability Team works with various groups within the Department of Parks and Recreation and other local government agencies, universities and colleges, volunteer groups to identify and prioritize measures to reduce the agency's carbon footprint and implement other sustainable practices that promote the wellness of our employees and community.

Administration/Management and Supervision

The administrative group is responsible for preparing, managing, and reporting on the Division's annual operating budget and providing administrative support to Division staff including payroll, human resources, procurement, and fixed asset control. Additionally, this group provides representation in MCGEO Union negotiations.

FY23 ACCOMPLISHMENTS

- Completed 24 LED lighting upgrade projects
- One solar panel investigation was completed for Prince George's Stadium.

FY24 BUDGET PRIORITIES

- Continue with the implementation of additional solar projects to provide power and additional security at remote locations without increasing our carbon footprint.
- Continuing to execute energy saving initiatives by extending LED lighting upgrades to additional facilities.
- Complete all phases of the Sustainability Learning Center to better provide educational opportunities, pertaining to sustainability best practices to the Departments staff and students from across Prince George's County and surrounding jurisdictions.
- Continue to execute the transition to electrical equipment, vehicles, and tools, when possible, to reduce our overall carbon footprint and noise pollution.
- Identify and implement ways to offer a higher level of service and repairs to all trails, but with an increased focus on heavily used connector trails throughout Prince George's County.
- Continue to work with PEPCO, BGE and SMECO to install more electric vehicle charging stations at Commission owned facilities.
- Evaluate and schedule upgrades to elevator systems.
- Evaluate hydronic systems requiring pipe replacement and plan for replacement.
- Identify ways to streamline maintenance and repair requests utilizing the EAM system more efficiently.
- Identify boilers and water heaters needing replacement.



Prince George's County Parks and Recreation Department - Facility Services

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$28,566,692	\$29,809,377	4.4%
<i>Recreation Fund</i>				
	Expenditures	<u>\$1,224,942</u>	<u>\$1,219,539</u>	<u>-0.4%</u>
	TOTAL EXPENDITURES	\$29,791,634	\$31,028,916	4.2%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	152.00	153.00	0.7%
<i>Recreation Fund</i>				
	Funded Career Positions	<u>3.00</u>	<u>3.00</u>	<u>0.0%</u>
	TOTAL FUNDED CAREER POSITIONS	155.00	156.00	0.7%
<i>Park Fund</i>				
	Funded Workyears	176.51	177.57	0.6%
<i>Recreation Fund</i>				
	Funded Workyears	<u>4.08</u>	<u>4.08</u>	<u>0.0%</u>
	TOTAL FUNDED WORKYEARS	180.59	181.65	0.6%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Transferred one (1) full-time career position from Aquatics & Athletics Facilities Division to Facility Services.
- Increased funding for HVAC system repairs.
- Increased funding for electrical systems repairs.
- Increased funding for asphalt/paving services.



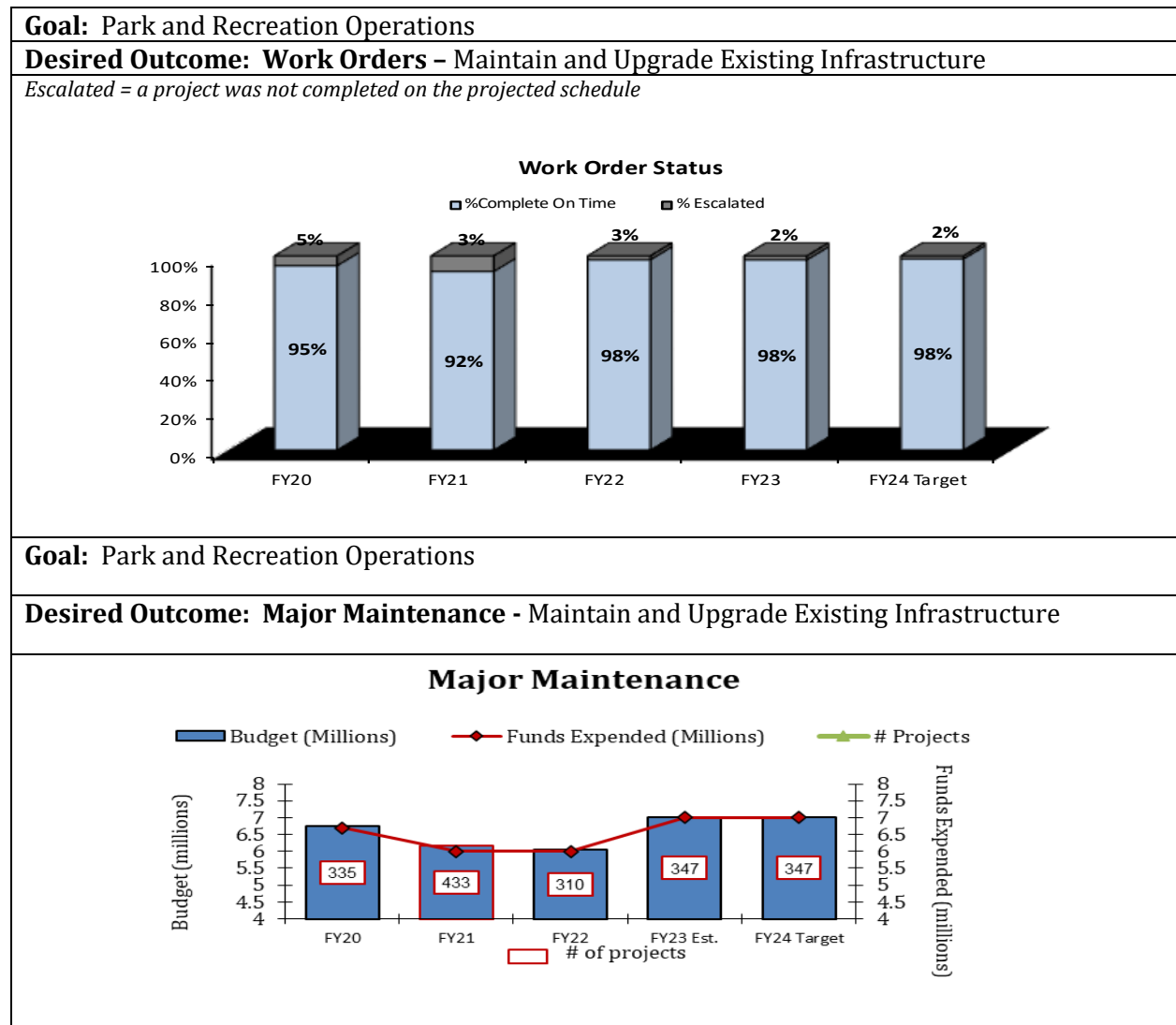
Prince George's County Parks and Recreation Department - Facility Services

GOALS AND PERFORMANCE MEASURES

Facility Services Division Performance Measures

Outcome Objective: Provide professional, high quality skilled maintenance services for the facilities and programs throughout the Department in Prince George's County. Services are normally provided as preventive maintenance or scheduled at our work force's request to include services in Fleet Management, Buildings and Trades, Horticulture and Forestry or Major Maintenance and Inspection.

Impact Objective: Provide area residents with safe, well-maintained, and aesthetically pleasing facilities, programs, and services throughout the park system. The level of confidence and reassurance for a safe, well-maintained environment promotes customer participation and satisfaction year-round.



Prince George's County Parks and Recreation Department – Natural and Historic Resources

OVERVIEW

The goal of the Natural and Historic Resources Division (NHRD) is to provide historically accurate interpretation, education, and conservation of the County's natural resources. The nature components of the Division consist of Patuxent River Park (over 7000 acres of natural park area along the Patuxent River), Bladensburg Waterfront Park, Old Maryland Farm, and Clearwater, Watkins, and Mount Rainier Nature Centers. This division also maintains natural area parks such as Cheltenham Wetland Park, Suitland Bog, Lake Artemesia, Dueling Creek, and many other Natural Area sites throughout the County. The Division includes the Black History Program that manages three African American historic sites including the Ridgeley Rosenwald School, Dorsey Chapel, and Abraham Hall. The Division staff also coordinates cultural heritage events including Juneteenth, Echoes of the Enslaved, American Indian Festival. The division has five restored historic house museums - Surratt House, Darnall's Chance, Marietta House, Riversdale, and Montpelier Mansion that are staffed and open to the public. In addition, the work program manages several other historical sites including Cherry Hill Cemetery, Nottingham, and Seabrook Schoolhouse. The Division also operates the College Park Aviation Museum, which tells the important story of aviation history in the County, and College Park Airport, the oldest continuously operated airport in the world. The Division facilities and museums have both local and regional appeal, attracting tourists and interest statewide. In some cases, museums have received national and international attention.

The Division also operates the Park Ranger Unit, Archeology Unit, Dinosaur Park, and the Historic Property Maintenance Unit. The Division provides thousands of programs, projects, and events to hundreds of thousands of people each year which are enjoyed by County residents of all ages. In addition, the Natural and Historic Resources Division is one of the largest providers of educational outreach programs and destination points to the Prince George's County School system and others. The Division also oversees and manages the Department's commercial agriculture program, community garden plots, youth garden initiatives, and Urban Agriculture Incubator program.

MISSION

The goal of this Division is to provide the public with professional natural and historical resource management services, conservation, interpretative programs, museums, parks, and facilities that educate, engage, and encourage stewardship and visitation of the County's diverse natural resources and historical heritage. Along with interfacing with the public throughout the large park system and providing interpretation, natural resource protection, and overall quality customer service to our patrons and visitors.

PROGRAMS AND SERVICES PROVIDED

Patuxent River Park

The Patuxent River Park is composed of approximately 7,800 acres of natural area parkland and is part of the Patuxent River Watershed Park. The park includes the Jug Bay Natural Area, Clyde Watson Boating Area, Governor's Bridge Natural Area, Aquasco Farm, Fran Uhler Natural Area, Cedar Haven, and numerous other open spaces. Offerings include natural history programs, nature hikes, river ecology boat tours, three boat ramps, three fishing piers, hiking and horseback trails, water trails, camping, boat rental, recreational hunting, a corporate rental pavilion site, Patuxent Rural Life Museums, 30' ADA observation tower, and the Chesapeake Bay Critical Area Driving Tour. The program also provides for park maintenance operations.



Prince George's County

Parks and Recreation Department – Natural and Historic Resources

Nature Centers

The Division operates three nature centers: Watkins Nature Center, Clearwater Nature Center, and Mt. Rainier Nature & Recreation Center. The Watkins Nature Center, located in the central part of the County within Watkins Regional Park, provides nature programs for participants of all ages, spring and summer day camps, special events, clubs, specialty workshops, hikes, and conservation programs on natural and cultural history. An expanding volunteer program involves scouts, special education students, and high school service-learning hours. Volunteers provide trail and garden maintenance, animal care, wildlife surveys, special events, camp, and school programs. Watkins Nature Center works closely with other conservation agencies, the Prince George's County Public Schools, and other Divisions within the Commission to assist special events and environmental education.

Clearwater Nature Center, located in the southern part of the County within Cosca Regional Park, provides a wide variety of interpretive programs such as hikes, presentations, wildlife, and natural and cultural history events for people of all ages. Park Naturalists also assist consultants, colleges, and researchers and have two Geology clubs. Staff ensure that nature programs for school groups track closely with State and County school curriculum guidelines. The Clearwater Nature Center works closely with other conservation agencies and volunteers to provide support for special events and environmental education.

Mt. Rainier Nature Recreation Center is a unique facility located inside the Capital Beltway providing a nature study program in an urban area where nature finds little room to flourish. The Mt. Rainier Nature Recreation Center serves hundreds of visitors in guided programs and activities along with drop-in visitation for the surrounding neighborhoods. Programs offered to the community include nature study, urban wildlife, urban beautification, and animal care. Programs for adults and youth clubs pertaining to the theme of urban nature are offered. The facility offers a wide variety of community programs for persons of all ages and curriculum-based programs for school groups and has a large recreational rental space used for special activities like family reunions, birthday parties, and other related rentals.

Old Maryland Farm

Old Maryland Farm is an educational farm facility that houses livestock and offers herbs, vegetable, and flower gardening displays. It provides opportunities for the public to observe and learn about live farm animals. Patrons learn work skills through cooperative programs with Prince George's County Public Schools and other public agencies. Interpretive programs for students are aligned with the Prince George's County school curriculum. In addition, a wide range of farm and gardening programs are offered to County residents of all ages and abilities. Volunteer opportunities are available for youth and adults to help with care of farm animals, routine greenhouse and garden maintenance, and visitor services. The site also offers a Honeybee Collective where residents can rent space to have their own beehives.

Museum Facility Operations and Program Support Section

This section provides research and museum support for the Department's historic museums and sites, and nature facilities. Responsibilities include design, research, and fabrication for six nature sites and twelve historic sites and museums; educational exhibits; and public education materials. The program documents, preserves and presents the rich cultural history of Prince George's County. It maintains the Department's historical library and collects, and houses written and visual evidence of the County's rich heritage.



Prince George's County

Parks and Recreation Department – Natural and Historic Resources

Black History Program

The Black History Program preserves and interprets the County's African American history and connects it to broad themes in American history. It encourages public engagement with the County's historical and cultural resources by providing programming and interpretation that is relevant, accessible, and educational. The program develops and maintains a repository for African American historical and cultural artifacts to be used in exhibits and programs and ensures their preservation through proper maintenance and storage.

Archaeology Unit

The Archaeology Unit is responsible for preserving, protecting, and interpreting the numerous and significant archaeological sites and resources owned by the Commission. Sites such as Northampton shed light on the living conditions of slaves and tenant farmers at Maryland plantations. This unit also manages the Mount Calvert Historical and Archaeological Park and Visitor Center. This includes excavating, interpreting, and curating artifacts and associated documents. Staff work closely with Capital Planning and Development and Facility Services Division staff to ensure Commission restoration and development projects meet State and Federal regulations and guidelines. Staff monitors archaeological projects by contractors, and review, edit, and produce archaeological reports. This unit serves as the liaison between the Department and the Historic Preservation Commission, the Maryland Historical Trust, the State Department of Natural Resources, and the State Highway Administration on archaeological matters. In addition, the staff oversees interpretive programming and the curating of fossils found at Dinosaur Park. The Archaeology Unit administers a volunteer program offering hands-on activities to students and the public. It produces exhibits, conducts interpretive programs, writes grant proposals, provides talks, and lectures and provides public information.

Museum Exhibit and Support Unit (MESU)

The Museum and Exhibit Support Unit provides quality exhibit services to the Division's historic museums and its nature centers. It also supports special projects Department-wide. Some of the services provided by the MESU include:

- Exhibit design, fabrication, and installation;
- Interpretive signage design and fabrication;
- Property signage design and fabrication;
- Event and program support through signage, publications, and other collateral materials; and
- Graphic design services.

College Park Aviation Campus

The sites host the Smithsonian-affiliated aviation museum, airport operations facility, and the hangar where the County Police Helicopter Unit is based. The College Park Aviation Museum (CPAM) features a two-story aviation gallery with more than 10 full-sized planes significant to the history of the airfield, which is the oldest continuously operating airport in the world. Four interactive exhibit rooms, a large library and archives, an 80-seat auditorium, and an aviation gift shop are at the museum. They offer tours and aviation-related programs, exhibits, and activities for the public. The Museum serves over 70,000 visitors annually of all ages. The museum's popular school and summer tour programs have served thousands of students. In addition to drop-in tours, the museum provides special events such as Scout Days, Flight Night, and the Santa Fly-In. The new Airport Operations Building is a 13,000 square foot state-of-the-art operations facility and rental space. The building provides pilot accommodation to increase customer service and provides rental space overlooking the historic runway. The airport is an important transportation hub providing economic stimulus for the County and the surrounding area.



Prince George's County

Parks and Recreation Department – Natural and Historic Resources

Park Ranger Unit

This program provides countywide park management support and visitor services in regional parks, hiker/biker trails, and natural area parks. Park Rangers provides patrols and inspection of park properties and facilities, assist in ensuring public safety, interpret and enforce the Park Rules and Regulations, and enforce (through ticketing authority) parking and natural resource violations. Additionally, Park Rangers provides park operations support, manages multiple natural area parks, issue park permits, manages the Department's Deer Management program, and works with Park Police on support for special events and park issues. The unit also provides visitor assistance and supervision of volunteers and youth groups on conservation-related projects. Park Rangers design and conduct public programs for all ages and provide on-site evaluation of wildlife complaints and respond to injured wildlife on park property. The Park Ranger Unit manages the Department's Youth Gardening Initiatives, and the Department's Community Garden Plots.

Historic Property Maintenance Section

This unit provides routine and specialized maintenance functions, restoration services for the Department's historic sites and museums. In addition, they provide regular support for a variety of tasks within other division sites. The unit also manages the Department's recycling program.

FY23 ACCOMPLISHMENTS

Adequate Facilities and Safety

- Opened and fully utilized the 12-acres Watkins Regional Park Urban Incubator site.
- Established a 15-acre Urban Agriculture Field site.
- Completed the Birds of Prey mew at Clearwater Nature Center
- Completed more than 174 minor maintenance projects across the Division. From regular gutter and power washing of all facilities to floor, roof, and window repairs to rebuilding of small structures at the Farm, Waterfront Parks, and Nature Centers. These small investments prevent larger, more expensive costs.
- NHRD completed natural surface trail signage throughout the Department including new large kiosks at several popular parks.
- A multi-division committee completed many important projects including a new roof and windows at Snow Hill Manor, the launch of a complete restoration of Concord Manor and restoration of key aspects of Montpelier, Surratt House, Riversdale, and Mount Calvert.
- At the Airport, the runway paving project was completed and electrical upgrade has begun for spring/summer 2022.
- Completed Patuxent River Park Classroom.

Program and Service Delivery

- As part of the Division's Inclusive Interpretation Initiative, hosted many programs and events at several of our Department's sites including: Echoes of the Enslaved, Latinas and Aviation, Native American Land Recognition, Reparative Genealogy Series, the Giving Voice Initiative, Juneteenth, and the American Indian Festival.
- Expanded inclusive interpretation exhibits at all the historic sites including a new exhibit featuring the Lakeland Community at CPAM and a new portrait of Francis Plummer, an enslaved man at Riversdale.
- Launched the Sankofa: the Mobile Museum – visiting schools across the County and the Department's major events.
- Hosted our Community Open Houses at Nature Centers and Waterfront Parks in April.
- Hosted more than 100 special events that attracted 50,000 participants.



Prince George's County

Parks and Recreation Department – Natural and Historic Resources

- Offered more than 2,500 programs that served approximately 50,000 attendees.
- Completed Division's Impact Planning Framework that provides strategic direction to all facilities and units over the next 3 years

Fiscal Sustainability

- Launched the Department's newest 'Signature Sustainability Site' at Bladensburg Waterfront Park. More than 215 solar panels were installed on every rooftop at the Park. Annually, the panels will produce approximately 95,000 kWh -- generating more energy than the Park needs. In partnership with the University of Maryland, BWP installed an innovative project called an "Algal Turf Scrubber" that offsets storm water runoff from impervious surfaces.

FY24 BUDGET PRIORITIES

Adequate Facilities and Safety

- Continue division-wide 'minor maintenance' program that will improve the visitor experience and result in a proactive maintenance strategy for each site.
- Finalize the College Park Airport's taxi way project.
- Upgrade and improve aging infrastructure with new launch and dock at Patuxent River Park's Jackson Landing.
- Continue the Park Ranger Trail Ambassador program to have more eyes and ears on our trails and interfacing with the public.
- Complete the Aviation Campus 'placemaking project'
- Finalize animal care standard operating procedures at all Nature Centers
- Collaborate with key Divisions to continue our historic preservation work.

Program and Service Delivery

- Implement Concord Manor's interpretation plan – opening site to public and hosting several major programs and events.
- Expand signature events such as Juneteenth, American Indian Festival and Trot for a Turkey to engage larger audiences
- Offer in-person summer camps and in-person and virtual educational school programs.
- Expand and enhance more than 7 miles of natural surface trails
- Host 120 special events that attract 60,000 participants.
- Offer more than 3,000 programs that serve approximately 65,000 attendees.

Fiscal Sustainability

- Develop comprehensive business plans for College Park Airport and Bladensburg Waterfront Park that result in an increase of 10 percent more revenue.
- Develop cost recovery plans for each NHRD facility – balancing mission of education and stewardship with revenue objectives.



Prince George's County Parks and Recreation Department – Natural and Historic Resources

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$9,561,609	\$10,193,693	7.0%
<i>Recreation Fund</i>				
	Expenditures	<u>\$1,663,736</u>	<u>\$1,708,028</u>	<u>2.7%</u>
	TOTAL EXPENDITURES	\$11,225,345	\$11,901,721	6.0%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	65.00	67.00	3.0%
<i>Recreation Fund</i>				
	Funded Career Positions	<u>11.00</u>	<u>11.00</u>	<u>0.0%</u>
	TOTAL FUNDED CAREER POSITIONS	76.00	78.00	2.6%
<i>Park Fund</i>				
	Funded Workyears	114.50	116.50	1.7%
<i>Recreation Fund</i>				
	Funded Workyears	<u>23.10</u>	<u>23.10</u>	<u>0.0%</u>
	TOTAL FUNDED WORKYEARS	137.60	139.60	1.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added two (2) new Park Ranger full-time positions.
- Increase in funding to standardize animal care and enrichment across four nature sites.
- Increase in seasonal funding to support Ridgeley Rosenwald Historic School.
- Added fund for the Discovery Zone enhanced programming at Mt. Rainier Nature Center.



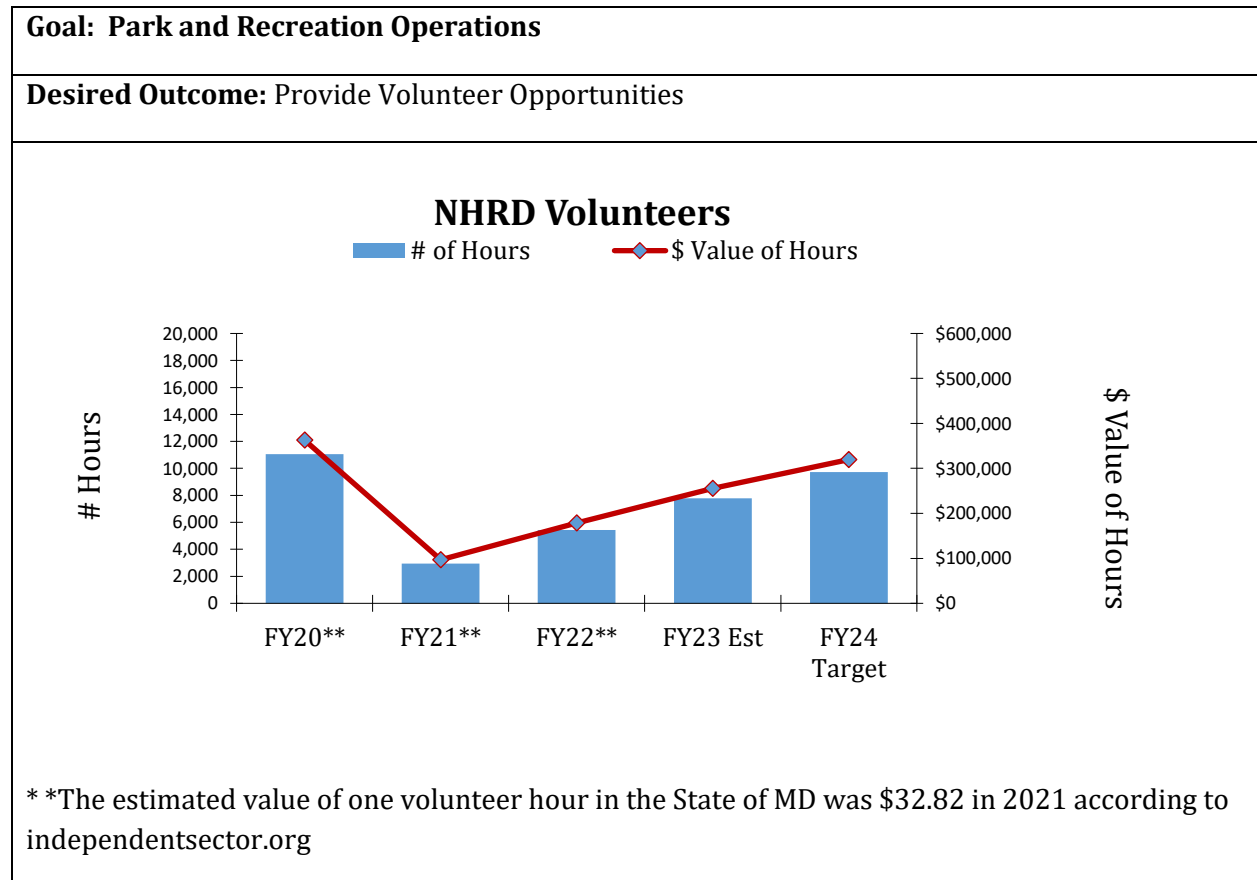
Prince George's County Parks and Recreation Department – Natural and Historic Resources

GOALS AND PERFORMANCE MEASURES

Natural and Historic Resources Division Performance Measures

Outcome Objective: Provide nature and history programs/activities for the public and educational and interpretive programs at schools. Also, provide additional resources to recreation, cultural and educational professionals in a fun yet meaningful way. Our work program works to ensure the continued safeguarding and improvement of historical structures and interpretation throughout the County. In delivering these services, we provide opportunities for youth and adults to volunteer their services to make a meaningful contribution towards the continued preservation of our diverse resources and provide enriching life experiences. Each of our performance measures aligns with the budget goal of innovative programming, with a primary outcome of engaging community members in volunteer work, programming, and special events.

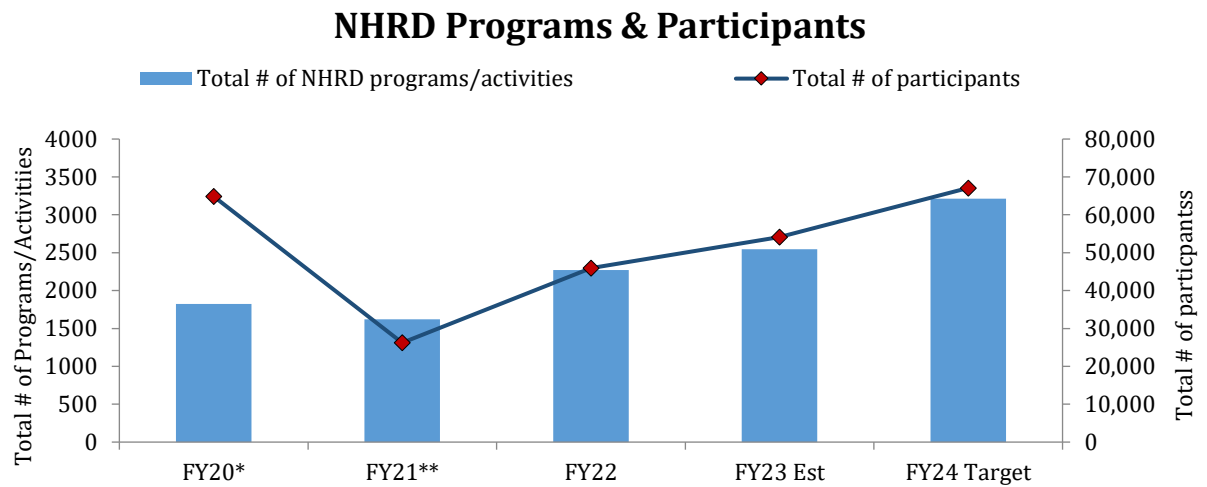
Impact Objective: Provide professional natural and historical resource management services and interpretive programs to educate our community and encourage stewardship of the natural resources and historical heritage of Prince George's County. In FY20 and FY21, all performance measures are reduced due to COVID-19. NHRD transitioned to provide virtual and modified in person programming to adhere pandemic guidelines, and staff maintained and promoted use of outdoor trails, amenities, and exhibits. In FY22, an increase is expected in all performance factors as sites continue to offer virtual programming, increase in-person programming and events, and resume all volunteer opportunities.



Prince George's County Parks and Recreation Department – Natural and Historic Resources

Goal: Innovative Programming

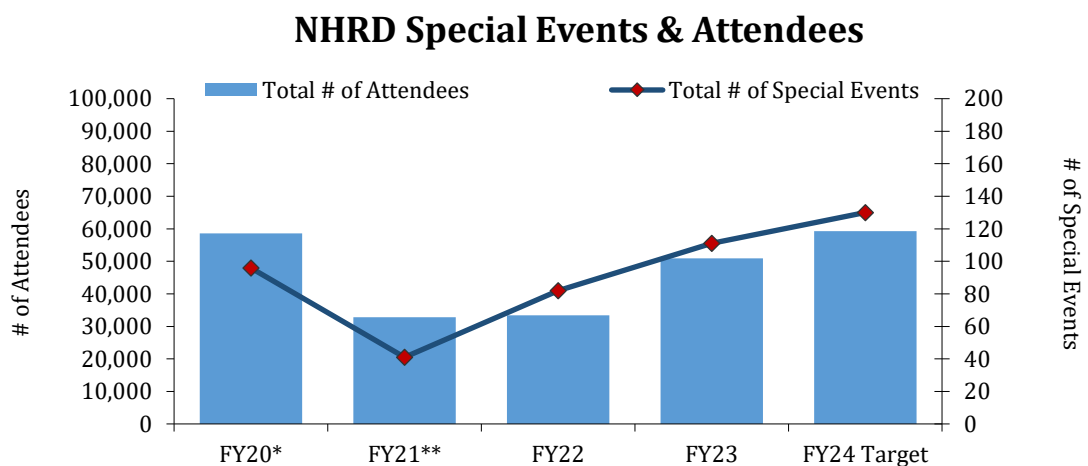
Desired Outcome: NHRD Programs & Participants - Enhancement of virtual and innovative programming offerings



** FY20 and FY'21 - Reduction of numbers in all performance measures due to COVID-19

Goal: Innovative Programming

Desired Outcome: NHRD Special Events & Attendees - Support our Diverse Park and Recreation Programs



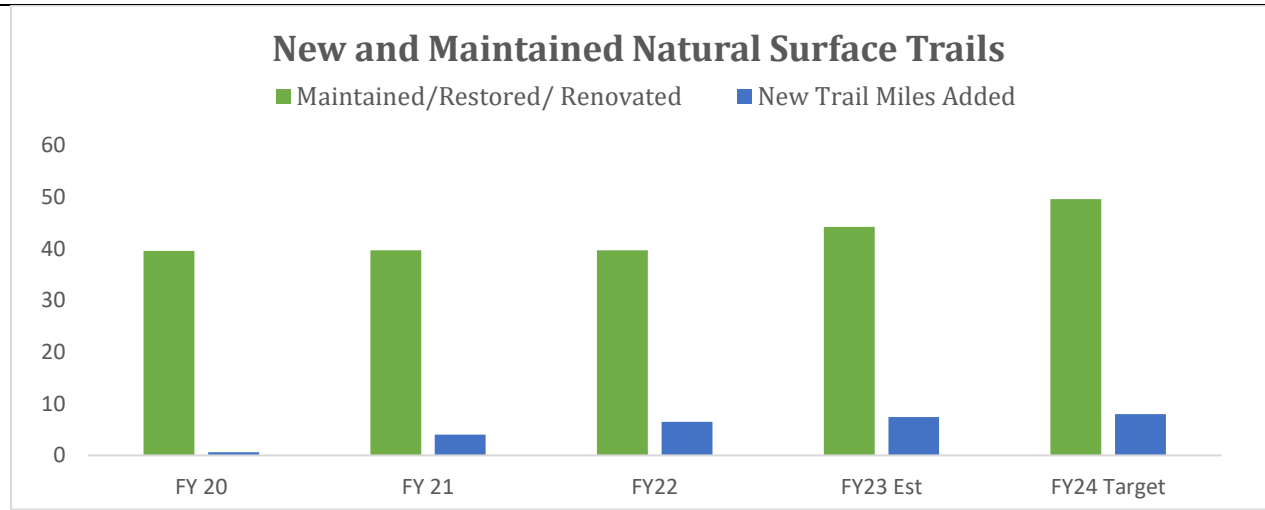
** FY20 and FY'21 - Reduction of numbers in all performance measures due to COVID-19.

Goal: Trails



**Prince George's County
Parks and Recreation Department – Natural and Historic Resources**

Desired Outcome: Natural Surface Trails Miles – Increase the county's natural surface trail network



*Existing trail totals are influenced by needed trail closures, re-routes, and other factors that result in trail reductions in a fiscal year.



Prince George's County Parks and Recreation Department – Northern and Southern Region Parks

OVERVIEW

The Northern and Southern Region Parks Divisions support, provide, maintain, and preserve a comprehensive park system of park facilities and grounds. This includes custodial services and the management of park structures and grounds including athletic fields, playgrounds, trails, and regional parks. The divisions also support the activities of recreational, athletic and community programming. Furthermore, the divisions provide snow removal services to the Department and assist with the snow operations for the Prince George's County Government.

MISSION

The goal of these Divisions is to provide professional, high quality maintenance services for all parks and recreation facilities within the northern and southern regions of the County in support of the Department's diverse work programs and to provide customers with a safe, well-maintained, aesthetically pleasing parks and recreation system.

PROGRAMS AND SERVICES PROVIDED

Management and Trades

The Management and Trades program involves the administration and management of a comprehensive general park maintenance program for developed and undeveloped parks, community centers, and other buildings and facilities within the region. Each administrative group is responsible for preparing, managing, and reporting on the division's annual operating budget and providing administrative support to division staff including payroll, human resources, procurement, and fixed asset control. Additionally, this group provides representation in MCGEO Union negotiations. Divisional trades personnel (i.e., carpentry, welding, and painting) perform specialty work per schedules or by request. Supplies and materials are inventoried and warehoused year-round.

Building Support

This program provides daily cleaning and custodial services for Area offices, community centers, and other buildings and structures. Custodians complete minor work orders where possible.

Area Maintenance

This program includes general grounds maintenance of parks, courts, shelters, picnic tables, grills, signs, roadways, and general grounds mowing. This program also includes snow and ice control services for Department's parking lots and sidewalks.

Playgrounds

This program involves specific oversight of playground equipment located at developed parks and community centers throughout the Department. Inspections are conducted routinely; inspection records are maintained; and repair, removal, and replacement of minor play equipment apparatus and playground surfacing are conducted as warranted. Staff are Certified Playground Safety Inspectors (CPSI) through the National Park and Recreation Association (NRPA) and are re-certified every three years. This program utilizes the Consumer Products Safety Commission (CPSC) guidelines and American Society for Testing and Materials (ASTM) standards.



Prince George's County

Parks and Recreation Department – Northern and Southern Region

Parks

Trails

This program involves trail inspections (including bridges), trail maintenance, mowing along trails, trails signage, general ground maintenance along trails and coordination of activities with the Land Management & Environmental Stewardship and Capital Planning and Development Division's trail program and the Facility Services Division's major maintenance asphalt repair and stream valley repairs.

Athletic Fields & Turf Management

This program involves daily, seasonal, and annual ballfield (diamond and rectangular fields) and athletic equipment maintenance. The daily maintenance includes dragging and lining fields based on field permits. Seasonal maintenance includes natural turf cultural practices including fertilization, aeration, and over-seeding. Annual maintenance includes coordinating with the Facility Services Division to renovate fields as needed.

Trash, Recycling and Waste Management

This program includes trash removal, recycling in the parks, dumping fees, and the rental and monitoring of portable toilets, including cleaning fees.

Program Support

This program involves maintenance support services for recreational programs, community events, and other government support including transportation of stages, tables, chairs, and other items. In the North Parks Division, this program includes providing resources for the Festival of Lights displays at Watkins Regional Park.

FY23 ACCOMPLISHMENTS

- Continued optimization of newly structured maintenance work programs while overcoming challenges presented during the reopening of Department functions following the COVID-19 pandemic.
- Successful implementation of large-scale, Countywide athletic field cultural practices including nutrient management, aerification and over-seeding.
- Implementation of a Department-wide Integrated Pest Management policy and plan to include public pre-notifications for pesticide applications and additional requirements for the approval of applications.
- Purchase of two electric utility carts and GPS-guided paint systems.

FY24 BUDGET PRIORITIES

- Maintain and upgrade existing infrastructure supporting our diverse park and recreation programs
- Develop new maintenance standards for ballfields and playgrounds
- Replace minor play equipment apparatus and playground surfaces
- Develop a comprehensive plan for upgrades and critical repairs to the trail system, map improvements, and signage



**Prince George’s County
Parks and Recreation Department – Northern and Southern Region
Parks**

BUDGET AT A GLANCE

Summary of Northern Region Parks Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Park Fund</i>				
	Expenditures	\$13,294,887	\$14,217,654	6.9%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	130.0	134.0	3.1%
	Funded Workyears	174.3	178.1	2.2%

Summary of Southern Region Parks Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$11,796,045	\$13,265,495	12.5%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	125.0	129.0	3.2%
	Funded Workyears	146.0	149.1	2.1%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added eight (8) new career full-time positions to support playgrounds, trails, and athletic turf and ballfields.
- Increased supplies and materials to strengthen maintenance requirements for trails, playgrounds, area maintenance, and athletic turf and ballfields.
- Increased maintenance funds for gym floors and dance rooms at community centers.



**Prince George’s County
Parks and Recreation Department – Northern and Southern Region
Parks**

GOALS AND PERFORMANCE MEASURES

Northern Region Parks and Southern Region Parks

Outcome Objective: Northern and Southern Region Parks Divisions provide safe, clean, and aesthetically pleasing parks, facilities and playground equipment and support major events occurring within the park systems.

Impact Objective: Northern and Southern Region Parks Divisions provide, maintain and preserve a comprehensive park system of facilities, amenities, and services for residents of Prince George's County to meet the expressed needs and demands of the public in a safe, secure inclusive and fulfilling environment.

Goal: Parks and Recreation Operations				
Desired Outcome: Equipment & Materials Provided in support of Community Events. These include events sponsored or co-sponsored by M-NCPPC, local municipalities, recreation councils, Boys & Girls Clubs, community associations, and support given for requests made by the Prince George’s Public School System, Prince George’s County Government, etc.				
	Actuals	Actuals	Estimated	Target
Division	FY21	FY22	FY23	FY24
Northern Region Parks Division	101	160	350	375
Southern Region Parks Division	32	112	160	160
Total	133	272	510	535



**Prince George's County
Parks and Recreation Department – Northern and Southern Region
Parks**

Goal: Park and Recreation Operations/Public Safety				
Desired Outcome: Playground Inspections - Safe and Protected Environment of Park Open Spaces and Facilities for our service community. This will be implemented through a routine inspection program aimed to ensure that all playgrounds are safe for use. These inspections will occur monthly by a Certified Playground Inspector and more informal inspections will occur weekly, depending on use.				
Industry Standard	FY 21 Actuals	FY22 Actuals	FY 23 Estimate	FY24 Target
Monthly	50% of playground inspections are completed monthly	50% of playground inspections are completed monthly	50% of playground inspections are completed monthly	75% of playground inspections are completed monthly

Goal: Public Safety				
Desired Outcome: Trail Inspections - Safe and Protected Environment of Park Open Spaces and Facilities for our service community. Trail inspections are integral to all trail maintenance operations. Inspections will occur regularly, and the frequency depends on the amount of trail use, location, age, and type of construction. Items for consideration include scheduling and documentation of inspections, the condition of railings, bridges, and trail surfaces, proper and adequate signage, removal of debris, trail sweeping, and coordination with other agencies associated with trail maintenance.				
Industry Standard	FY 21 Actual	FY22 Actual	FY 23 Estimate	FY 24 Target
Monthly and immediately after significant weather events	75% of trail inspections completed monthly	75% of trail inspections are completed monthly	75% of trail inspections are completed monthly	100% of trail inspections are completed monthly



Prince George's County

Parks and Recreation Department - Arts and Cultural Heritage

OVERVIEW

The Arts and Cultural Heritage Division (ACHD) coordinates and manages four arts facilities; five historic rental properties; the Prince George's Equestrian Center at The Show Place Arena; community arts services; art exhibitions; visual and public art for Commission and Department facilities; and other programs serving County arts organizations, artists, and residents. Programs include art camps; visual and performing arts classes and events; teen art initiatives; the teen Prince George's Best Dance Crew Competition; art exhibitions; performances in music, dance, and theatre for all ages; touring performances for school children; a community park summer music series and festival, Shakespeare in the Parks; artist studios; rental facilities for arts and non-arts organizations; artist residencies; and rental of historic sites for social functions. The Division staff coordinate various cultural heritage events including Hispanic Heritage Month and, Black History Month programs and poster internships; Asian Pacific Heritage Month programs and receptions; the Celebrate Africa festival; and the World Dance Showcase. Through partnerships, the work program supports and coordinates special activities and/or programs and events at the Bluebird Blues Festival in cooperation with Prince George's Community College; the Prince George's County Fair; Creative Suitland's performing arts summer Front Porch program; the Pyramid Atlantic Art Center; the Bowie Center for the Performing Arts; B-Roll Media; and Just Rock Enterprises. Due to COVID-19, events were impacted in FY21 and FY22, therefore many of the programs, classes, exhibitions, and cultural programs were offered virtually. Staff serves as liaison to the Prince George's Arts and Humanities Council, the Prince George's Philharmonic, Gateway Arts and Entertainment District, College Park Arts Exchange, the Clarice Smith Performing Arts Center at the University of Maryland, the Coalition for African Americans in the Performing Arts, Arts Works Now, World Arts Focus, Pyramid Atlantic Art Center, Oxon Hill School Instrumental Music Department Booster, and Tantallon Community Players. This support allows those organizations to provide various performing and visual arts programs to County residents. The Division also coordinates the Department's arts grant from the Maryland State Arts Council.

MISSION

The goal of the Arts and Cultural Heritage Division is to provide high quality arts programs and services, interpretative programs, affordable historical rental sites and manage events at the Prince George's Show Place Arena and Equestrian Center. The division serves the public, assists artists and arts organizations to improve the quality of life, promotes tourism to expand the cultural awareness/appreciation of the County and preserves the County's historic buildings.

PROGRAMS AND SERVICES PROVIDED

Montpelier Arts Center

The Montpelier Arts Center provides programs in visual and performing arts for the public and local artists. Classes and summer camp programs are offered for children. Adult and children's art classes including most disciplines in the visual arts, with varied exhibition programs offered at the Center's three galleries for viewing 7 days/week. Seventeen artist studios are rented annually. Montpelier's performing arts programs include jazz concerts by renowned local and international musicians; classical recitals are selected from a juried competition, blues and folk concerts; and artistically acclaimed films. Other programs and services include special tours, an Artist Opportunity bulletin board, Master Workshop program, and recording production of jazz concerts.



Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

Publick Playhouse

The Prince George's Publick Playhouse for the Performing Arts presents top-quality professional productions in theatre, dance, and music that include touring companies from around the nation and regional artists. Playhouse offerings include performing art residencies, exceptional cultural experiences for area schoolchildren through a full season of programming that is supported in part by the GEICO Philanthropic Foundation and features curriculum and educational-based performances. Programming for families includes a monthly Family Fun Series, the Platinum Series monthly offerings for seniors 60 and better, and weekend performances which present programs for all ages. All Playhouse events are offered at affordable prices to ensure they are available to every resident of Prince George's County. The Playhouse is also home to several County arts organizations and other artists and groups who rent the facility to present their productions to the community.

Harmony Hall Arts Center

Harmony Hall is a multi-faceted arts facility located in southern Prince George's County. This center is programmed to serve the general community and provide services and opportunities to the arts community. Programming addresses a broad spectrum of visual and performing arts for all ages, to include exhibitions by community and regional artists, special events, classes, workshops and summer camps in visual arts, dance, theater, and music, all taught by professional arts educators. As an arts presenter, Harmony Hall Arts Center hosts professional artists in jazz, rhythm and blues, and folk music, theatre, dance, children's performances, festivals, and special events. In addition, rental space is made available to performing arts groups, rehearsal space to performers, and classroom space to Prince George's Community College's continuing education classes for seniors.

Brentwood Arts Exchange

The Brentwood Arts Exchange houses two galleries of changing exhibitions for viewing by the public, a contemporary fine crafts store, intimate musical performances, a classroom space available for a variety of activities, and computer lab offering public access to large format and 3D printing. The site offers arts education programs for all ages to explore a variety of disciplines, including digital media, drawing, artist career skills and much more. Exhibits include art by Prince George's County artists, leading regional artists who attract broad audiences to the County to see their work, and community-supporting initiatives such as student-curated exhibitions.

Community Arts Services

Community Arts Services provides arts programming through festivals, performances, exhibitions, classes, summer camps, workshops, STEAM activities, and consultation for the benefit of the public, artists, and arts organizations in the disciplines of visual arts, music, dance, and theatre. Local artists can enroll in professional development opportunities, compete in the Choreographers' Showcase, the Best Dance Crew Competition, World Dance Showcase, or the Teen Touring ensembles. Artists also are involved in programs as instructors and lead activities intended for youth development in the arts. Single events, music, and theatrical programs, and cultural festivals throughout the county, including those during Black History Month, Asian Pacific Heritage Month, Shakespeare in the Parks, the Fairwood Music Series, and Celebrate Africa. Community Arts Services also operates community programs and services through partnerships at the Clarice Smith Performing Arts Center at the University of Maryland, the Bowie Center for the Performing Arts, and at the Gateway Arts Center through the Brentwood Arts Exchange, coordinates the



Prince George's County

Parks and Recreation Department - Arts and Cultural Heritage

Department's project charge program for arts, and manages several other short- and long-term partnerships

Visual and Public Art Programs

The Visual Arts Program provides and supports opportunities for all visual artists that live, work and/or maintain a studio in Prince George's County. Artists are given year-round exhibition opportunities in several M-NCPPC galleries, community facilities and beyond, including the Publick Playhouse, Kentland Community Center, Watkins Nature Center, Sports and Learning Complex, Southern Area Aquatic and Recreation Complex and the Maryland House of Delegates in Annapolis, Maryland, just to name a few. The Prince George's County artist community is also supported through workshops and professional development lectures and two annual county-wide exhibitions. In addition, the Visual Arts Program also spearheads, the annual Hispanic Heritage poster and in collaboration with the Natural and Historic Resources Division, the creation of the annual Black History Month poster, along with their engagement programming for youth. The Public Art Program works closely with the Capital Planning & Development Division by serving as the advisor, project manager and implementer for public art projects undertaken through the Capital Improvements Program for renovation and new construction of facilities and park sites. Utilizing the principles of creative place making, Public Art Projects enhance our built and natural environment and improve the quality of life by making art visible and accessible to all. Artworks have been placed onsite for permanent viewing in such locations as the Southern Area Technology and Recreation Complex, the Southern Area Aquatic and Recreation Complex, Peppermill Community Center, Lincoln Vista Recreation Center, Palmer Park Community Center, North Forestville Community Center, Tucker Road Ice Rink, Harmony Hall Arts Center, Parks, and Recreation Administration Building (PRA), Suitland Community Center, and the Southern Regional Aquatic Wellness Center. Historic Rental Properties This section is responsible for the management and care of five historic rental properties: Newton White Mansion, Prince George's Ballroom, Snow Hill Manor, Oxon Hill Manor, and Billingsley House Manor. These rental properties provide a unique and historic backdrop for events, weddings, and meetings. They also provide County residents the opportunity to enjoy multigenerational cultural events and access to showcase presentations for regional businesses. Additionally, this section is responsible for the care, refurbishment, and protection of these sites through various interdepartmental and external partnerships. The Administration section provides overall management, administrative support and coordination of Division programs and facilities. This includes fiscal management for tax-supported and revenue-producing funds, supervision of four arts facilities, five historic rental properties, the Prince George's County Equestrian Center at the Show Place Arena, Community Arts, the Visual and Public Art work programs. This section also oversees special projects and maintains liaisons with numerous cultural and arts groups.

Historic Rental Properties

This section is responsible for the management and care of five historic rental properties: Newton White Mansion, Prince George's Ballroom, Snow Hill Manor, Oxon Hill Manor, and Billingsley House Manor. These rental properties provide a unique and historic backdrop for events, weddings, and meetings. They also provide County residents the opportunity to enjoy multigenerational cultural events and access to showcase presentations for regional businesses. Additionally, this section is responsible for the care, refurbishment, and protection of these sites through various interdepartmental and external partnerships.



Prince George's County

Parks and Recreation Department - Arts and Cultural Heritage

Administration

The Administration section provides overall management, administrative support and coordination of Division programs and facilities. This includes fiscal management for tax-supported and revenue-producing funds, supervision of four arts facilities, five historic rental properties, the Prince George's County Equestrian Center at the Show Place Arena, Community Arts, the Visual and Public Art work programs. This section also oversees special projects and maintains liaisons with numerous cultural and arts groups.

FY23 ACCOMPLISHMENTS

- Collaborated with the Public Affairs and Community Engagement (PACE) Division to create "Explore the Arts" logo to become ACHD branding.
- ACHD hired two (2) additional seasonal staff to specifically assist with implementing its developed branding strategy and increase the visibility of the Division's program offerings. One of the hired staff was tasked to be the division-wide graphic designer to create visual branding consistency. The implementation of the branding strategy increased virtual engagement by 40% from FY21 to FY22, within only the second half of FY22.
- Created an Explore the Arts Outreach Team that promoted ACHD programs at over a dozen large community events and the Hyattsville Arts Festival. The ACHD Outreach Team has partnered with the PACE Outreach Team to share mutual support.
- The ACHD e-newsletter "open rate" has increased from an average 24% (at industry standards) to 40%, demonstrating exceptional engagement from subscribers.
- Montpelier Art Center and the Laurel Art Guild partnership increased opportunities for artists and community through meetings and the annual juried art exhibition. Expanded program offerings through collaboration with the Coalition of African Americans in the Performing Arts (CAAPA), the Department of Parks and Recreation's (DPR) Special Programs Division, on the Black History Month panel discussion and Voices from the Past concert, and therapeutic art classes, respectively.
- Collaborations between the Publick Playhouse and the Prince George's County Public Schools brought about field trips, tours, and one-day masterclasses for schools within a three (3) mile radius of the Publick Playhouse. Also planned for spring 2023 is a Film and Theatre One-Act Festival.
- Historic Rental Properties has worked with the web development team to launch its new website. This website is fresh and easy to navigate and update. Training for staff is underway for further development and to allow for changes and growth of the website.
- Historic Rental Properties has solicited a partnership with WeddingWire to increase the visibility of the sites within the community and the Washington Metropolitan region. Through this collaboration, the number of bookings significantly increased.
- The new partnership between Harmony Hall Arts Center and the non-profit organization, Foundation for the Advancement of Music, and Education (FAME) to develop a digital music classroom specifically for teen and youth classes, increasing the visibility of Harmony Hall Arts Center to the teen population.
- Created a new Countywide Teen Arts Program Coordinator position to develop art and culture programs for teens. The coordinator will create opportunities for teens to engage in all levels of developing art activities, including advisory and ambassadorship participation. The goal is to develop new programs while expanding on existing arts and culture programs that will fully engage the teen demographic. The teen art program will give teens a voice and the opportunity to express themselves through varied arts programs, in Theatre Arts, Music/Dance Visual Arts/Literature, Historical Drama, and Community Development.
- The Hispanic Heritage Summer Internship Poster Project engaged 5 youth in a paid



Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

internship conducted in partnership with Pyramid Atlantic Art Center to design the 2023 Annual Hispanic Heritage Month Poster.

- The Black History Program Summer Internship Poster Project for Youth engaged 4 youth in a paid internship conducted in partnership with the Black History Program/Natural Historic Resources Division.
- The Kaboom Playground Rehabilitation and Mural Project at Tucker Road Community Center was done in collaboration with Park Planning & Development Division involving the intergenerational participation of volunteer seniors and youth.
- Montpelier Arts Center presented a fun “Happy Trails” family event featuring displays by craft artists, hands on arts and crafts explorations for all, and photo opportunities celebrating the relocation of the horse sculpture from Montpelier to The Show Place Arena at the Prince George's Equestrian Center.
- In collaboration with Public Art, Oxon Hill Manor is now highlighting a collection of 13 sculptures that have brought new life and energy to the historic landscape. They also hosted 3 tours with various groups and community arts partners to highlight the work and bring awareness to the historic site and the artwork.
- Montpelier Art Center had over a hundred of teens from across the County and the DMV to participate in the “Artists on the Rise Teen Juried Exhibition”.
- The program Platinum Concert and Film Series at Harmony Hall Arts Center continued to be a popular program for seniors.
- Active Aging Week workshops and Smooth Sounds for Seniors concerts were held at Montpelier Arts Center and Harmony Hall Arts Center, as well as senior classes and workshops.
- A new Young Technician Workshop Program for teens, ages 12 – 16, was developed at the Prince George's Publick Playhouse for the Performing Arts.
- During the summer of FY22 and FY23 Shakespeare in the Parks was scheduled at 12 Commission and non-Commission parks and sites, to an average audience of 200-400 people.
- Partners included the City of Hyattsville, the City of Bowie, the Bowie Center for the Performing Arts, and The Clarice.
- Four (4) concerts were presented at the Fairwood Park in Bowie, including the August music festival with an estimated 2,000 attendees.
- Marking the fifth anniversary of the award-winning Celebrate Africa festival held at the Bladensburg Waterfront Park with an estimated 1,000 attendees. The festival continues to honor the artistic and cultural contributions of the African immigrant community in Prince George's County and beyond.
- Continued the rotating art exhibitions program in participating community centers, historic venues and publicly accessible Department offices of artworks purchased from Prince George's County artists, expanding the Department's artwork holdings in the M-NCPPC Art Collection.
- Twenty (20) annual, curated exhibitions were held at various commission properties in FY23, including the Prince George's Publick Playhouse presenting the works of 6 artists and wildlife themed exhibitions at the Watkins Nature Center presenting the artworks of 12 artists. At the Wayne K. Curry Center/Sports and Learning Complex the artworks of 22 artists were presented; at the Southern Area Aquatics and Recreation Complex presenting the artworks of 13 artists and the Prince George's County Juried Exhibition featuring 39 artists that either live, work or have their studio in Prince George's County, was held at Harmony Hall Art Center.
- An inaugural annual exhibition of eight (8) large scale art reproductions on display at The



Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

Show Place Arena and Equestrian Center.

- Collaborated with Washington Sculptor's Group on the curated Oxon Hill Manor Sculpture Garden exhibition of artworks by 12 artists presenting 13 works of art.
- A curated exhibition for the Juneteenth celebration making artwork available at a popular and well-attended family event.
- An interactive quilter's workshop was presented at the Wayne K. Curry Center/Sports and Learning Complex and one interactive workshop held at the Publick Playhouse, demonstrating the use of yarn as a collage material.
- Detailed videos with artists' voice overs, of all presented exhibitions, allowed the artist's work to be viewed by a much broader audience, unable to reach the physical gallery space. Also allowed for the possibility of the exhibition to be viewed at any time in the future, at the public's convenience.
- Brentwood Arts Exchange (BAE) created and implemented an emerging curator's mentorship program, bringing highly innovative and timely exhibitions to the public, led by a well-known local artist as a mentor. BAE also developed the Sonic Frontiers experimental music festival that blurs the boundaries between sound and visual art.
- Montpelier Arts Center held their annual juried art competitions that include the Library Gallery Exhibition for Maryland artists only, and Artists on the Rise teen exhibition. Its Resident Artist Program offers Maryland artists rented studio spaces. Prince George's and Montgomery County artists have lower rents than out of county artists. The studio artist participated in artist talks, demonstrations, and Montpelier's annual Open Houses to highlight the artists and their work.
- Community Gallery Space at Harmony Hall Arts Center (HHAC) was activated this year to feature local, up and coming artists. The Main Gallery held artist talks, receptions, and an Open House to highlight the artwork of students, and teachers at HHAC.
- Through collaboration with the Park Planning and Development Division, along with key community stakeholders representing the ice skating and hockey communities, three (3) permanent artworks were designed, fabricated, and installed at the Tucker Road Ice Rink as a part of the CIP Public Art Program, reflecting the spirit and usage of the facility and the history of Marylander and Arctic Explorer, Matthew Henson. Two sculptures were installed on the building's exterior while a wall installation was created and installed in the building's interior lobby area.
- Celebrated and relocated the *Horse* sculpture to the Show Place Arena at the Prince George's Equestrian Center in collaboration with Montpelier Arts Center and the Public Art unit. This public art collaboration also includes a rotating public sculpture program for the driveway circle at the Montpelier Arts Center giving artists another exhibition opportunity.
- Working with Facility Services, plans are underway for a new roof and patio area for Montpelier Arts Center. The front office at Harmony Hall Arts Center received a much-needed front desk renovation and a feasibility study for a renovated art and recreation center is underway.
- At the Publick Playhouse, staff worked with PP&D to update the stage rigging system to address and meet the industry standard, updated the lighting fixtures, the Front of House signage and décor to maintain a presentable and welcoming space; and refreshed the building's exterior. In addition to the improvements, a feasibility study for building renovations is underway.
- Over the past year, collaboration with the Natural and Historic Resources Division (NHRD) led to many restoration projects being completed through the Historic Preservation Projects Coordination team's supervision. Snow Hill Manor has completed a much-needed restoration of the entire roof, windows, and doors.



Prince George's County

Parks and Recreation Department - Arts and Cultural Heritage

- Oxon Hill Manor is undergoing complete replacement and restoration of all the windows and doors in the house's main block.
- Newton White Mansion completed restoration work on the front steps and ADA ramp. Restoration of one roof over the south wing of the mansion. Complete flat roof restoration on the main block of the mansion. Gutter system repairs. The site is currently undergoing work on the shutters and addressing internal leaks and water infiltration.

FY24 BUDGET PRIORITIES

Increase Social Media Outreach by Utilizing New Tools to Connect with Residents and Visitors

- Provide oversight and training to staff responsible for maintaining their/our section of the website.

Cultural Arts

Increase the Visibility of Arts and Cultural Program Offerings to the Community

- Create video highlights and collect testimonials about the many arts programs that the Department does.
- Continue to work collaboratively with the Park Planning and Development Division, Northern and Southern Parks, and Northern and Southern Recreation and Leisure Services Divisions to facilitate the inclusion of art enhancements to renovation and new construction projects involving facilities, trails, and parklands, while actively engaging the community in the process.
- Develop an outreach plan that seeks to interface with residents who are not currently participating in our programs.
- Implement findings of the Cultural Arts Study.
- Raise public awareness about the positive impact of the arts and humanities in our communities and lives.

Develop Innovative Arts and Cultural Programs and Activities for Teens, Seniors, and Youth Emphasizing the County's Diverse Cultures

- Develop a youth arts council that provides guidance and feedback.
- Initiate innovation programs that increase the knowledge of and strengthen the professional capacity of artists in Public Art project development, grantsmanship, and other areas providing growth opportunities.
- Develop internal "Art grant" opportunities that encourages internal programming staff to interface with ACHD in the formulation and creation of new arts focused programs.
- Improve the use of technology in programs and being more intentional about developing STEAM programs with internal and external partners.
- Integrate partnerships into program planning to serve a broader population.
- Highlight the cultural history within the Historic Rental Properties by storytelling.
- Develop internal collaboration with the Diversity Council to enhance and increase our cultural program offerings.
- Develop a Department-wide framework within which to celebrate National Arts & Humanities Month, a collective recognition of culture in the county and nation. The goals of which are:



Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

- Focusing on equitable access to the arts at the local, state, and national levels.
- Encouraging individuals, organizations, and diverse communities to participate in the arts.

Public Safety

Community Engagement & Partnerships

- Continue to work with Facilities Services Division to maintain safe and accessible facilities by focusing on exterior curb appeal, improved landscaping, better signage, addressing leaks and elevator repairs.
- Continue to work with Park Police on the installation of improved security cameras.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 <u>Adjusted Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>
Budget				
<i>Park Fund</i>				
	Expenditures	\$1,756,328	\$1,714,403	-2.4%
<i>Recreation Fund</i>				
	Expenditures	<u>\$4,717,388</u>	<u>\$5,005,733</u>	<u>6.1%</u>
	TOTAL EXPENDITURES	\$6,474,016	\$6,720,136	3.8%
Staffing				
<i>Park Fund</i>				
	Funded Career Positions	10.0	10.0	0.0%
<i>Recreation Fund</i>				
	Funded Career Positions	<u>28.0</u>	<u>30.0</u>	<u>7.1%</u>
	TOTAL FUNDED CAREER POSITIONS	30.0	40.00	7.1%
<i>Park Fund</i>				
	Funded Workyears	42.6	42.6	0.0%
<i>Recreation Fund</i>				
	Funded Workyears	<u>23.1</u>	<u>45.2</u>	<u>95.5%</u>
	TOTAL FUNDED WORKYEARS	65.7	87.8	95.5%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added one (1) new career full-time position to support 'Arts On a Roll' work program.
- Transferred one (1) full-time position from Special Programs Division to Arts & Cultural Heritage Division



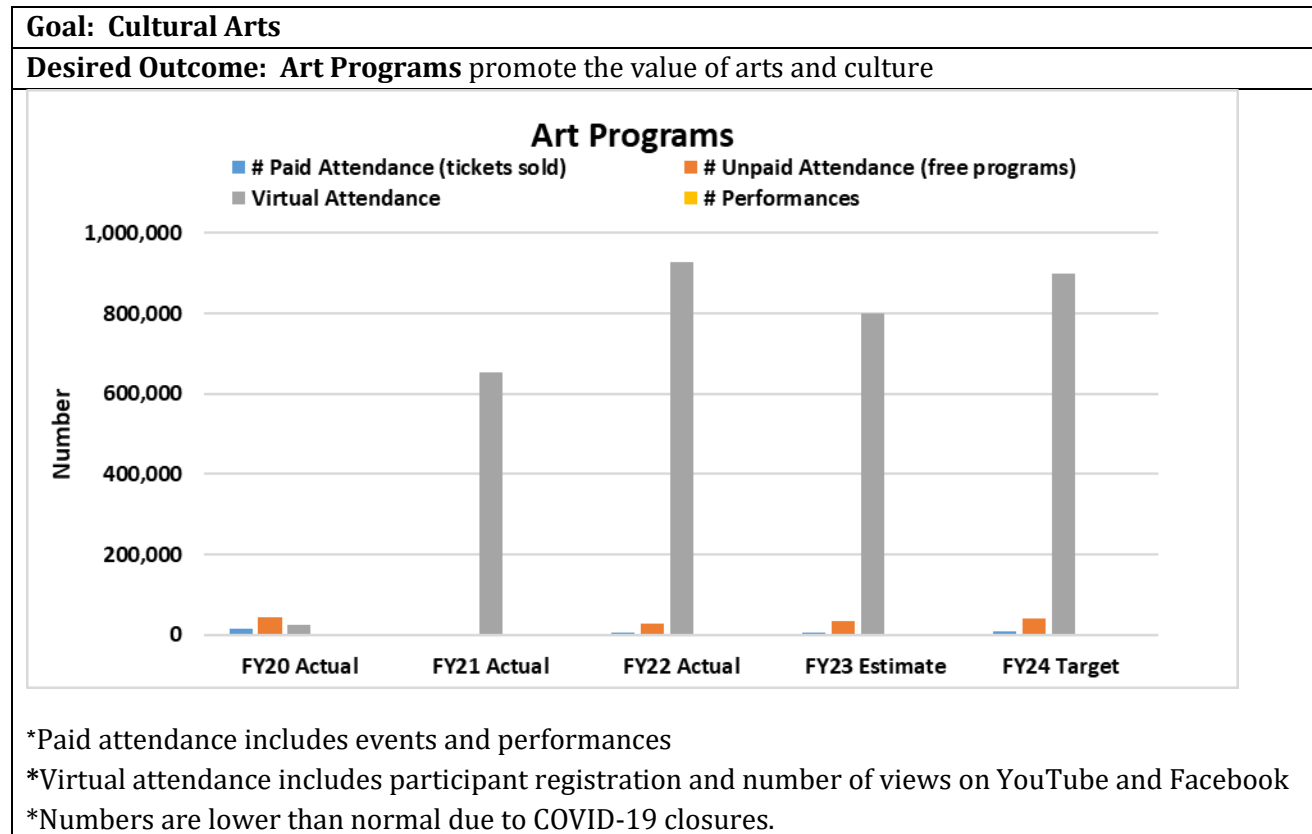
Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

GOALS AND PERFORMANCE MEASURES

Arts and Cultural Heritage Division Performance Measures

Outcome Objective: Provide high-quality arts and cultural programs and services to enhance opportunities for public engagement and expand awareness of the rich history of Prince George's County. The programs serve the public, artists, arts organizations, and equestrian groups to enhance quality of life and promote tourism and economic benefit in the County. The Arts and Cultural Heritage Division (ACHD) manages art centers, historic properties, cultural heritage sites, an arena and equestrian center, and public art projects for community centers throughout the County. Arts Centers offer art exhibitions of emerging and established artists, dance and music concerts, performances for children and families, afternoon teas with live music, and classes in the visual and performing arts. Community Arts and Cultural Heritage units offer a myriad of programs, festivals, and activities for every age.

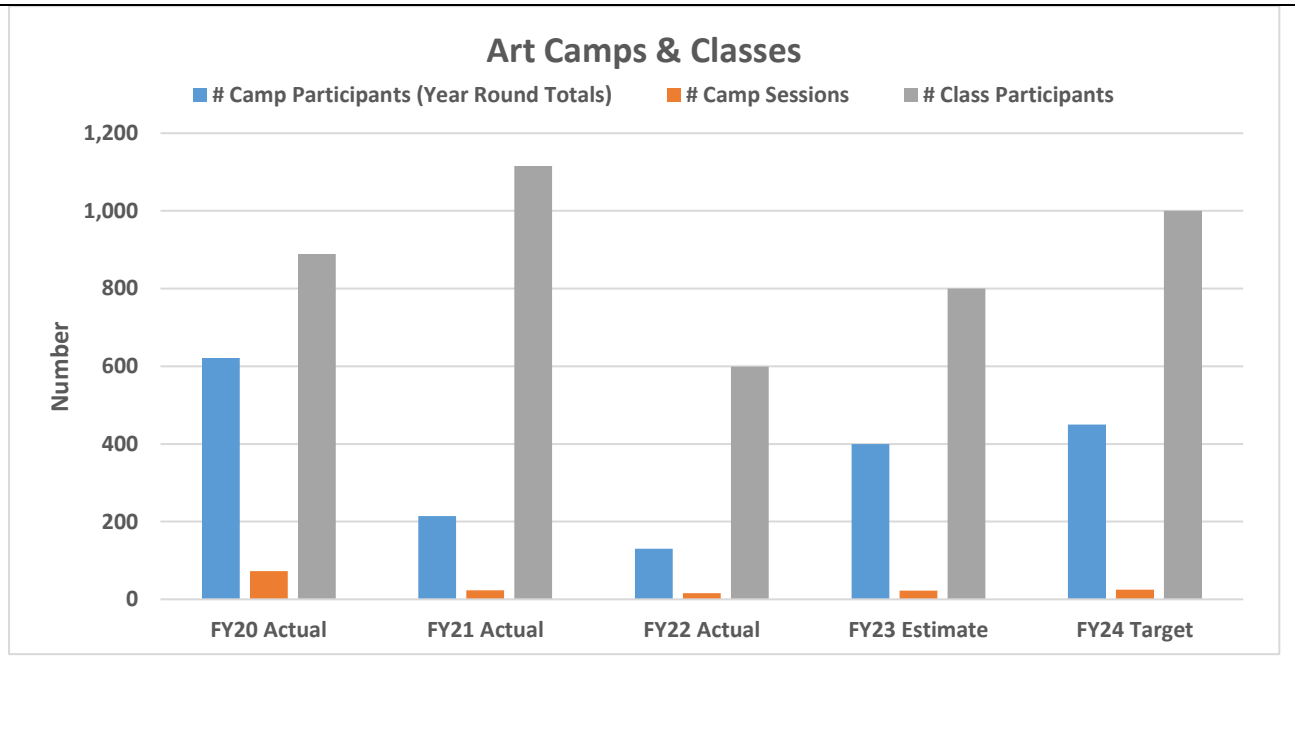
Impact Objective: Participants in arts classes and camps learn new skills in the arts and expand their knowledge and support of the arts. By providing services and programs that offer and provide employment opportunities for Prince George's County artists, support for artists in Prince George's County is enhanced. Historic rental properties continue to be available and affordable to all users through a reduced fee structure that allows governmental and non-profit organizations to utilize venues during off-peak hours/days. The Showplace Arena is an adaptable entertainment and sports venue that enriches the cultural life and local economy of Southern Maryland. It hosts a variety of equestrian events with exhibitors from throughout the world. Public Art projects enhance our built and natural environment and improve the quality of life by making art visible and accessible.



**Prince George's County
Parks and Recreation Department - Arts and Cultural Heritage**

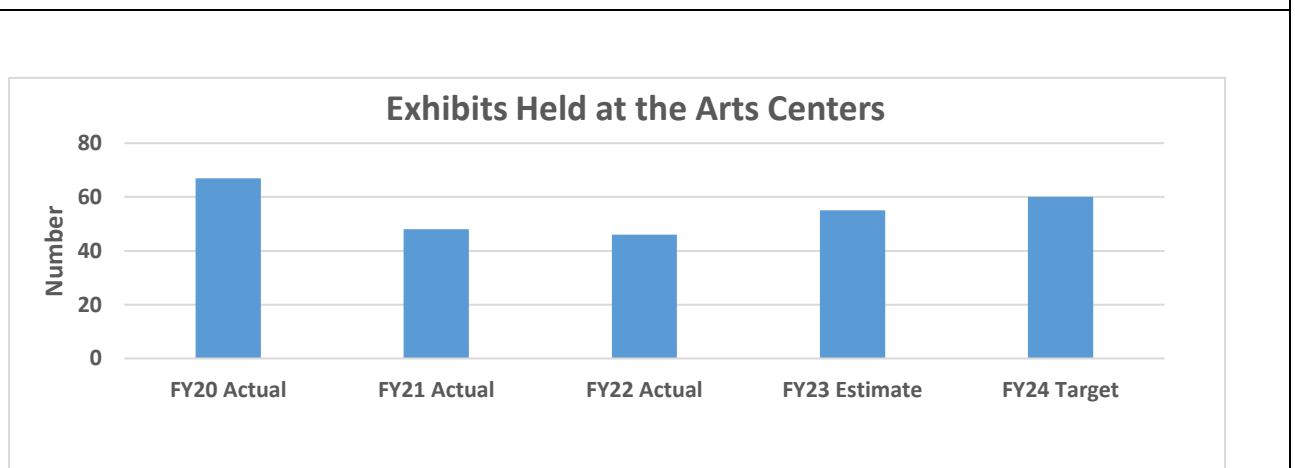
Goal: Cultural Arts

Desired Outcome: Art Camps and Classes support opportunities for all to participate in the arts



Goal: Cultural Arts

Desired Outcome: Exhibits held at the Arts Centers promote the value of arts and culture



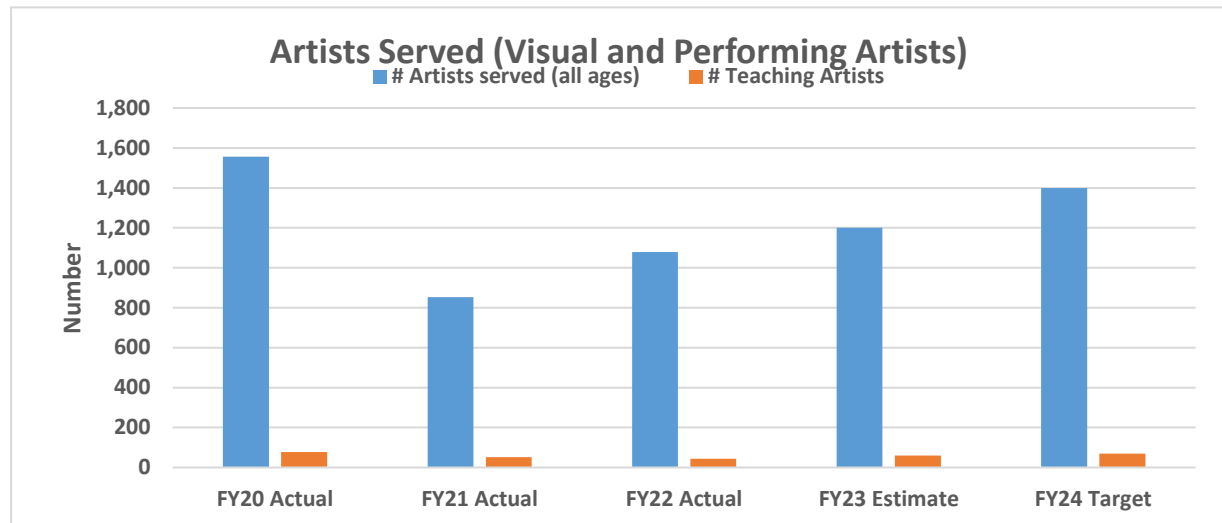
Exhibits held at the arts centers (Montpelier Arts Center, Harmony Hall, Publick Playhouse and Brentwood Arts Exchange) and other Department sites



Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

Goal: Parks and Recreation Operations

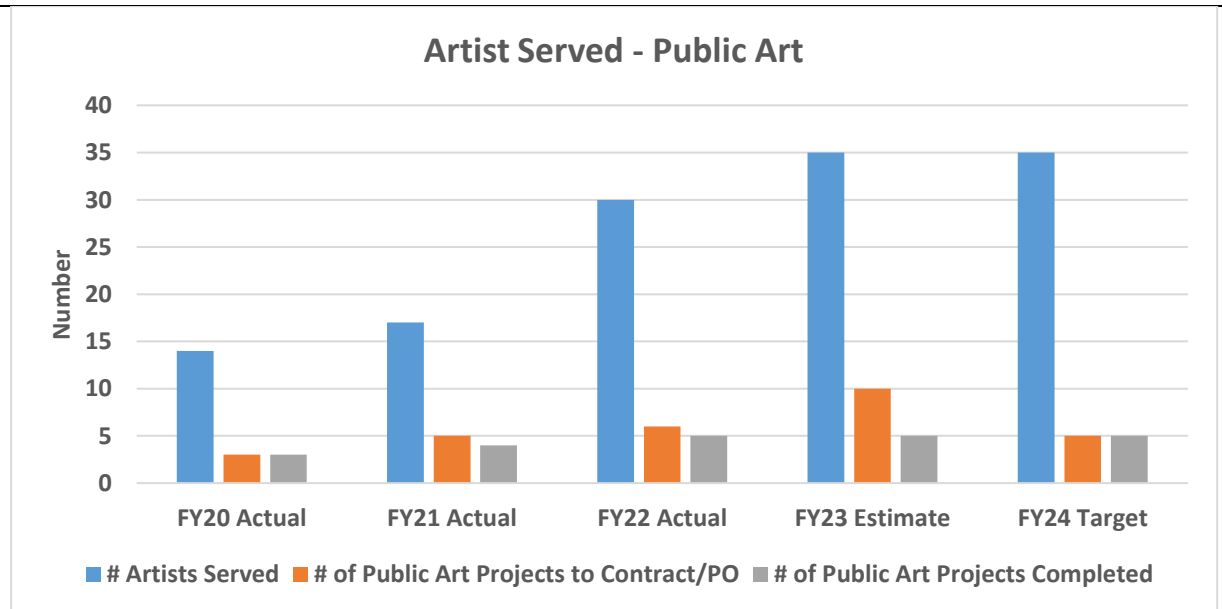
Desired Outcome: Artists Served Support our Diverse Park and Recreation Programs



Dip in numbers due to COVID closures, performance cancellations in last half of FY20. Virtual programs in FY21; fewer than normal in-person programs.

Goal: Parks and Recreation Operations

Desired Outcome: Public Art Artists Served Support our Diverse Park and Recreation Programs

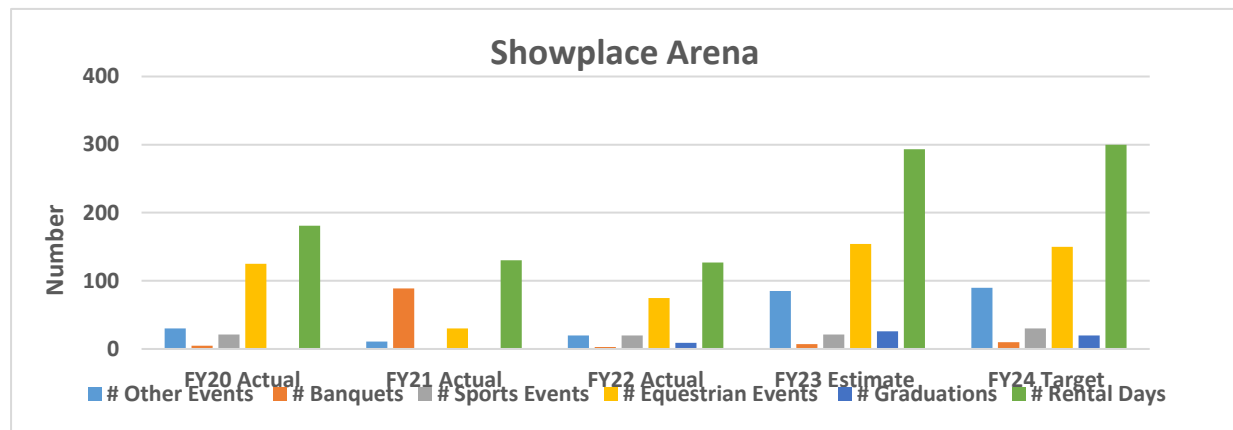


Prince George's County Parks and Recreation Department - Arts and Cultural Heritage

*Projects supplemented by CIP funds.

Goal: Fiscal Stability

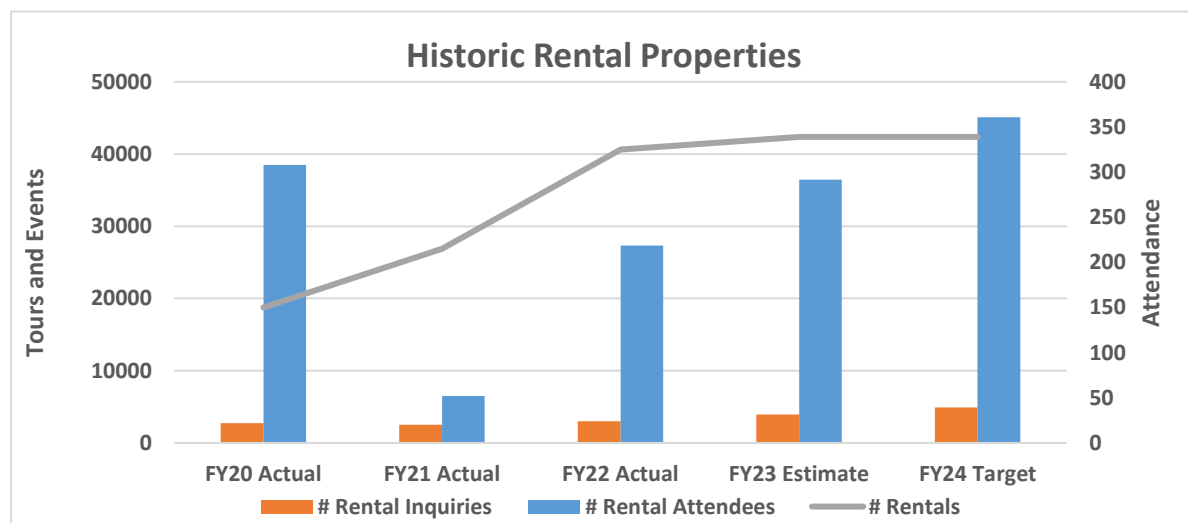
Desired Outcome: Showplace Arena Continued Enterprise Fund Analysis



Higher number of Banquets is due to hosting the County's Grand Jury sessions in the banquet rooms
*Numbers are lower than normal due to COVID-19 closures.

Goal: Fiscal Stability

Desired Outcome: Historic Rental Properties Continued Enterprise Fund Analysis

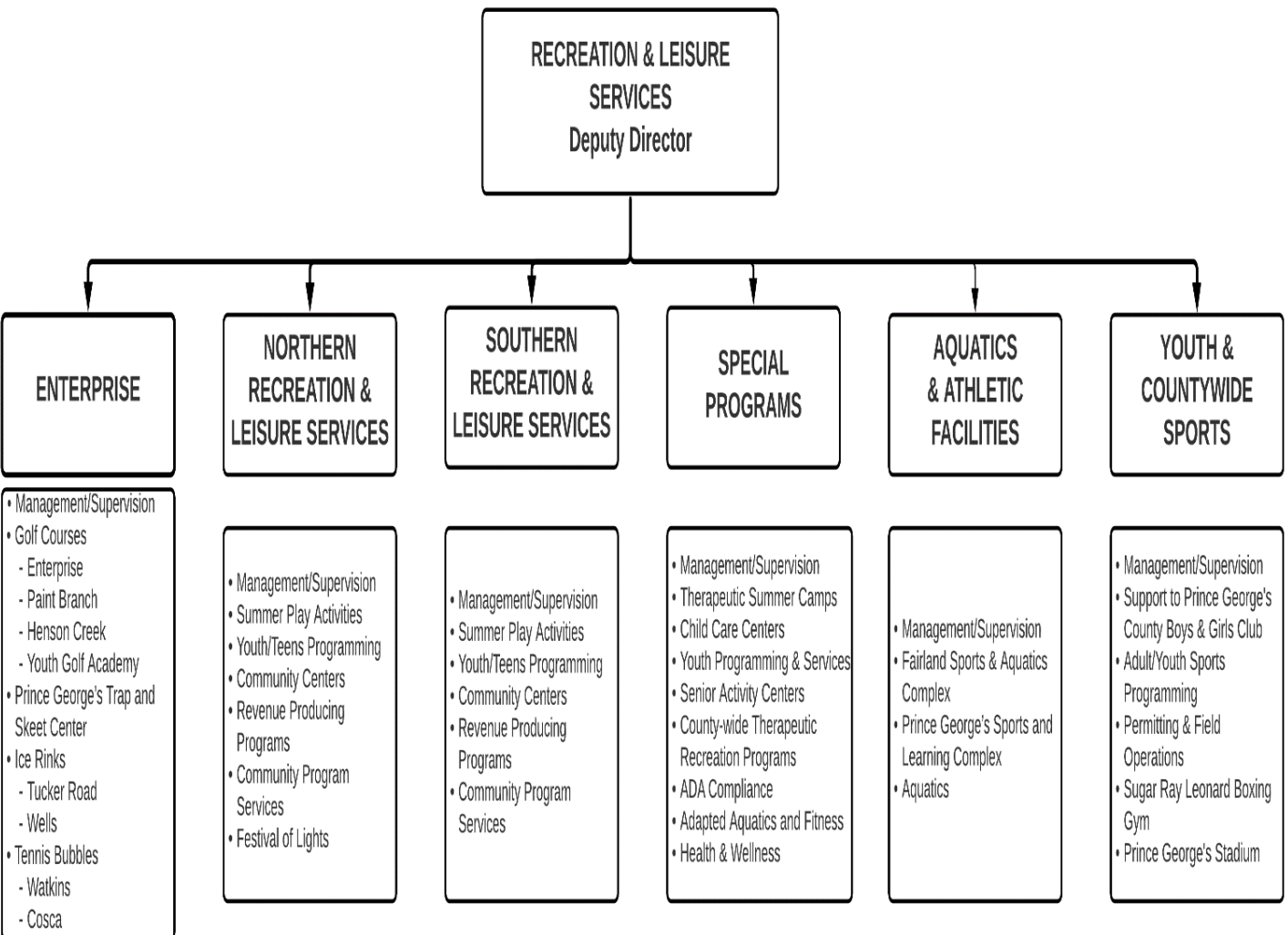


Rental attendees increased due to the pandemic slowing down and clients having more guests# Rentals remained the same for FY23 and FY24 due to construction closures at Oxon Hill Manor and Newton White Mansion



Prince George's County
 Parks and Recreation Department – Recreation and Leisure Services
 Deputy Director

ORGANIZATIONAL STRUCTURE



**Prince George’s County
Parks and Recreation Department – Recreation and Leisure Services
Deputy Director**

OVERVIEW

The Recreation and Leisure Services (formerly Area Operations) Deputy Director is responsible for coordination, management, supervision, and direction of comprehensive recreational and leisure-related work program through oversight of five divisions: Northern Recreation and Leisure Services (formerly Northern Area Operations), Southern Recreation and Leisure Services (formerly Southern Area Operation), Aquatics and Athletic Facilities, Youth and Countywide Sports, and Special Programs.

MISSION

This budget funds the Office of the Recreation and Leisure Services Deputy Director who oversees the coordination, management, supervision and direction of comprehensive parks and recreation programming, including operation of 45 community centers, the County’s first multi-generational center in Brandywine, 6 senior centers, organized into five divisions: Northern Recreation and Leisure Services, Southern Recreation and Leisure Services, Aquatics and Athletic Facilities, Youth and Countywide Sports. In addition, specialized services are planned, developed, and implemented through a fifth division, Special Programs, to include childcare, therapeutic recreation, and youth and senior services.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$541,696	\$514,931	-4.9%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	3.0	3.0	0.0%
	Funded Workyears	3.0	3.0	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

OVERVIEW

The Aquatics and Athletic Facilities Division manages the following major programs and facilities: Aquatic Operations and the larger multi-use/sport complexes (Fairland Sports and Aquatics Complex and Prince George's Sports and Learning Complex).

The facilities within the Division's portfolio include Allentown Splash, Tennis, and Fitness Park, Rollingcrest-Chillum Splash Pool, Theresa Banks Aquatic Center, Fairland Sports and Aquatics Complex, Southern Regional Aquatic Wellness Center, the aquatic facility at the Southern Area Aquatics and Recreation Complex (SAARC), Prince George's Sports & Learning Complex, Glenn Dale Splash Park, Ellen Linson Splash Park, Hamilton Splash Park, Lane Manor Splash Park, North Barnaby Splash Park, and J. Franklyn Bourne Memorial Pool.

The Aquatics and Athletic Facilities Division provides recreational opportunities for people of all ages and skill levels. An array of competitive and non-competitive activities are offered through revenue generating classes, programs, rentals and special events for youth and adults. Recreational and competitive participation opportunities are afforded to all youth in the areas of swimming, gymnastics, tennis, and track and field to enjoy these activities in a fun, structured and professional manner.

MISSION

The Aquatics and Athletic Facilities Division is dedicated to creating healthy communities through people, parks, and programs that work together to improve the quality of life for all Prince George's County residents. The Division also emphasizes health and wellness through its offering of several specialty sports programs to ensure residents are offered the total package of recreational outlets to have fun and to highlight the importance of living healthier lifestyles.

PROGRAMS AND SERVICES PROVIDED

Management and Supervision

The Management and Supervision unit provides overall management, administration, and coordination of Division programs and facilities. This includes fiscal management for tax-supported and revenue-producing funds, administrative support, supervision of facilities and management of several specialty sports and leisure programs and services.

Aquatic Operations

The Division operates thirteen aquatic facilities. The facilities include indoor and outdoor aquatic amenities and offer an array of programs and activities to include swimming lessons, water fitness classes, competitive swimming, lifeguarding and water safety training classes, leisure swimming, and special events. The Division also runs the Prince George's Parks and Recreation (PGPR) Sharks Swim Team providing an affordable competitive swimming program for County youth and teens. The (PGPR) Sharks Swim Team is an official USA Swimming Team (PGPR-PV) within the Potomac Valley Swimming LSC. The Club Season begins in the Fall and continues throughout the Winter and Spring. The Summer Season Team competes in the Prince-Mont Swim League.

Fairland Sports and Aquatics Complex

This complex features an aquatics center, a tennis bubble, a fitness and wellness center, and gymnastics center. The aquatics center features a 50-meter-long course pool, plus a leisure pool,



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

and an 18-person spa. The aquatics center has multiple water fitness programs with a large senior component. Additionally, five competitive swim teams train at Fairland, plus a synchronized swim program. The facility also hosts SCUBA and Kayak programs. The center hosts over 35 swim competitions each year.

The six-court tennis bubble offers year-round tennis with a large instructional program and a summer and winter junior competitive program.

The Fitness Center consists of an aerobics studio with a wood dance floor and a weight room offering cardiovascular equipment, “Cybex” weight training machines and a free-weight lifting area. Full complements of exercise classes are also offered, including specialized wellness classes.

Fairland offers a 12,000-square-foot gymnastics venue fully equipped for United States Association for Gymnastics men’s, women’s, and trampoline competition. Additional programs include instruction, open gym, field trips, and birthday parties.

Prince George's Sports and Learning Complex (PGSLC)

The centerpiece of the Prince George's Sports and Learning Complex is the Wayne K. Curry Sports and Learning Center, a building that includes the following facilities which are linked by a central "Main Street" atrium area. The Complex includes an aquatic center, field house, fitness center, gymnastics facility, and learning center and offers a variety of classes, lessons, rentals, special events, and recreational opportunities for all ages.

Outdoor recreation amenities complement the complex's indoor facilities. The Marvin F. Wilson Stadium features a lighted football field, outdoor track, outdoor support building with team rooms, restrooms, and a concession area, and seating for 5,500 spectators. Additionally, multi-purpose fields provide an excellent location for lacrosse, soccer, family reunions, and community festivals.

FY23 ACCOMPLISHMENTS

- Enterprise Golf Course major renovation of the greens and fairways upgrading to a more durable Tahoma 31 Bermuda Grass, this also included laser leveling and grading of the tee boxes.
- Purchase of new golf carts through an extensive procurement process for our golf properties as a leasing option which will improve and maintain safety in replacing outdated technology, create consistency, as well as increase revenue and improve overall cost recovery.
- The Aquatics Safety Assurance Program (ASAP) was developed and implemented to enhance lifeguarding performance by evaluating lifeguards and the safety of the facility utilizing the American Red Cross Lifeguarding program and benchmarks.
- 120% increase in participation for our internal swim team PGPR Sharks. The team saw an increase for FY23 season that totaled 100 swimmers up from 45 for FY22. Marketing and a recruitment push along with our working relationship with the Thersea Banks Tiger Shark and their dissolution of their team assisted with increasing these numbers.
- Hosted Summer Youth Level 6 Tennis Tournament, 16 and under working with USTA and Mid-Atlantic Region to host this competitive sanctioned event, for the first time in over 10 years.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

- Trap & Skeet purchased 16 new skeet machines for the property. With the completion of this recent upgrade, Trap and Skeet was selected to host the Maryland State Skeet Championships in September of 2025.
- Kentland Golf Complex, which reopened in Spring 2022, facilitated Golf programming, lessons, First Tee classes and oversaw one PGA Junior League 13U team. This facility also facilitated two 2-week golf summer camps, to include a Swing into STEAM Golf Camp for the first time.
- Facilitated and hosted major event rentals post pandemic at the Prince George's Sports & Learning Complex to include:
 - o MPSSAA High School Indoor Track & Field Championships
 - o USATF Jr. National Regional Track & Field Qualifier
 - o International Youth Outdoor Track Championships
 - o DeMatha Football and Soccer regular seasons and playoffs
 - o Boys & Girls Club Football Championships

FY24 BUDGET PRIORITIES

- Continue the improvement of cost recovery performance at Division facilities utilizing previously developed recommendations for program, class, rental, rates/fee increases that align with the broader competitive market, prioritizing facility operation and expense management strategies around peak usage times and increasing fiscal efficiency by optimizing seasonal and non-personnel spending without negatively impacting customer experience.
- Expansion of leasing options across other properties and disciplines such as Trap & Skeet, Fitness, and Tennis. Identifying specialized equipment that will assist the division with staying updated with latest technology and the ability to replace outdated assets with the newest industry standards which will create efficiency in retention and increase revenue potential for overall cost recovery.
- Continue to increase learn-to-swim program opportunities to meet or exceed pre-pandemic participation by improving recruitment and outreach of certified quality Water Safety Instructors.
- Expanding Youth Tennis Program opportunities for both competitive and developmental athletes through multiple tennis tournaments working with USTA and Mid-Atlantic Region to host competitive sanctioned events and increasing learn to play opportunities.



**Prince George’s County
Parks and Recreation Department – Aquatics and Athletic Facilities**

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$17,756,825	\$17,759,124	0.03%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	64.0	64.0	0.0%
	Funded Workyears	408.4	408.4	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Reallocated seasonal funding across various accounting units at Prince George’s Sports and Learning Complex (No budget impact).



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

GOALS AND PERFORMANCE MEASURES

Outcome Objective: Provide quality aquatics, athletic, and recreational programs for all ages and skill levels, coordinated by highly qualified, professionally driven staff in many facilities for Prince George's County residents. The Division's functions include not only the programming aspects, but it also encompasses the rental of venues that are comprised of the necessary amenities for the various specialized activities/training. Another major scope of this division is the management and supervision of career and seasonal intermittent staff to operate high profile aquatics venues, golf courses, and state of the art facilities that include the Fairland Sports and Aquatics Complex and the Prince George's Sports and Learning Complex.

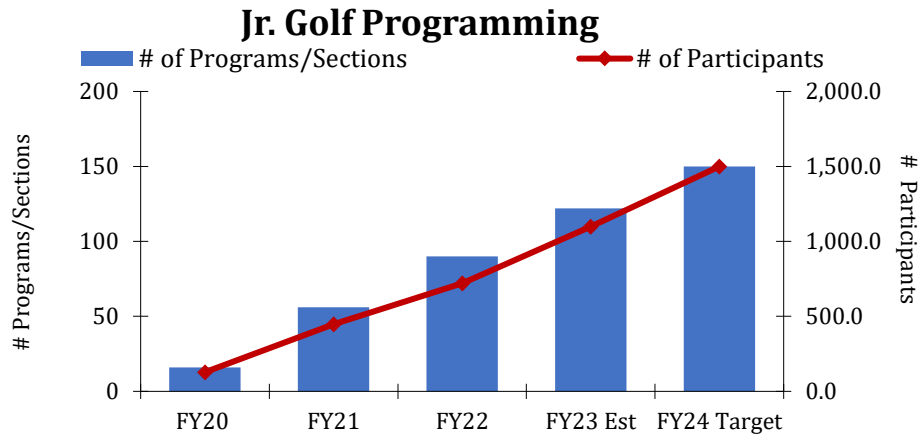
Impact Objective: Provides the Department, stakeholders (Board of Education), and the residents of Prince George's County with quality programs and services, excellent recreational and rental opportunities for the entire family, and numerous facilities to enhance quality of life for our internal and external customers.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

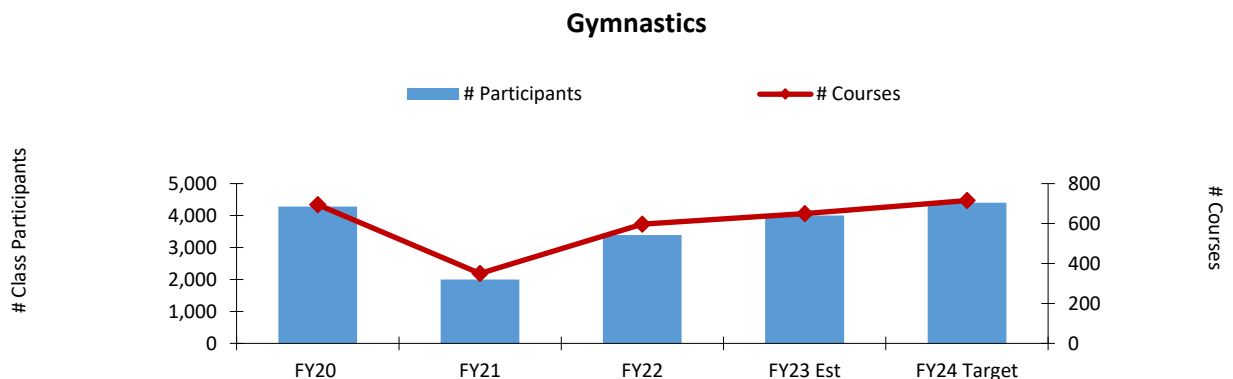
Goal: Innovative Programming / Expand Youth Sports

Desired Outcome: Jr. Golf Programming - To grow the game of golf in the County, the division has expanded opportunities for youth and teens to participate in programs such as First Tee, Operation 36, PGA Jr. League, and Summer Camps to provide much needed exposure to the game.



Goal: Innovative Programming / Expand Youth Sports

Desired Outcome: Gymnastics Instruction and Competition is offered at the Fairland Sports & Aquatics Complex and the Sports & Learning Complex to promote this nontraditional sport, which is not readily available within the community and not customarily championed or provided for people of color.

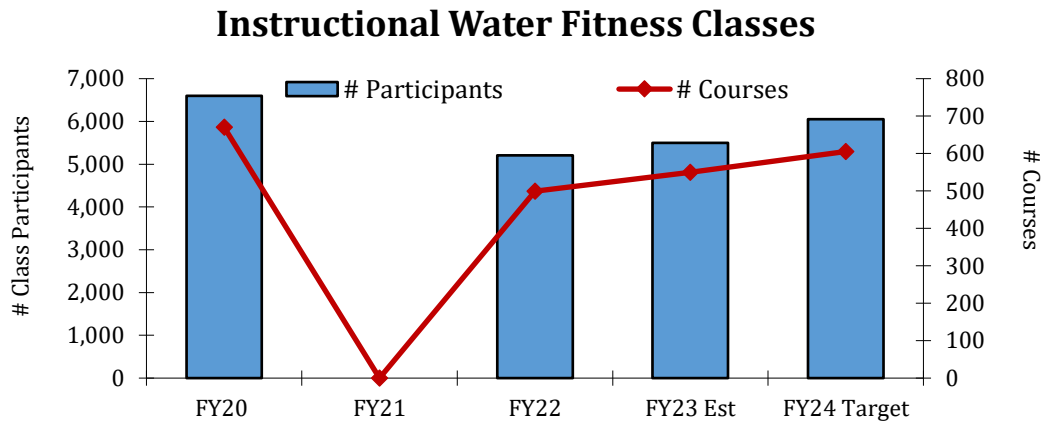


Goal: Innovative Programming



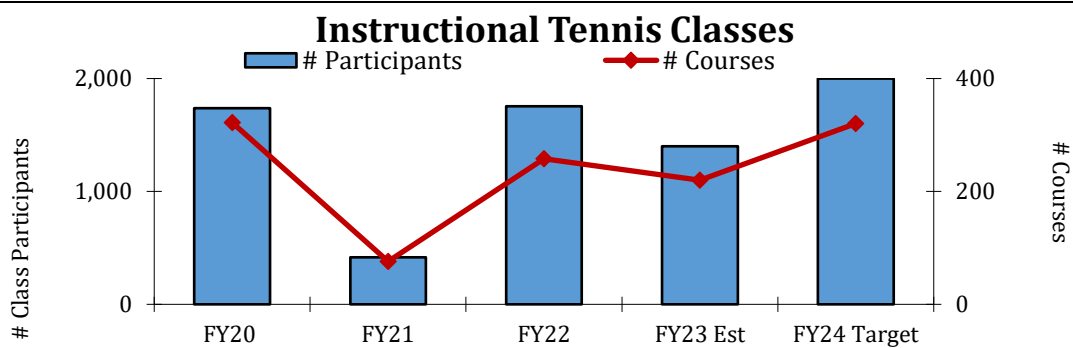
Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

Desired Outcome: Instructional Water Fitness Classes - A variety of water fitness classes are offered to promote health and wellness among Residents and Visitors. Innovative programming such as Aqua Spinning, Aqua Boot Camp, Aqua Fusion, and Aqua Sculpt offer variations on water fitness that keep patrons active and engaged. These programs returned in FY22 after being put on hold during the height of the pandemic.



Goal: Innovative Programming / Fiscal Stability

Desired Outcome: Tennis Instruction is offered to promote health and wellness among residents and visitors while maintaining a business model for the Watkins and Cosca Tennis bubbles that are part of the Enterprise Fund.



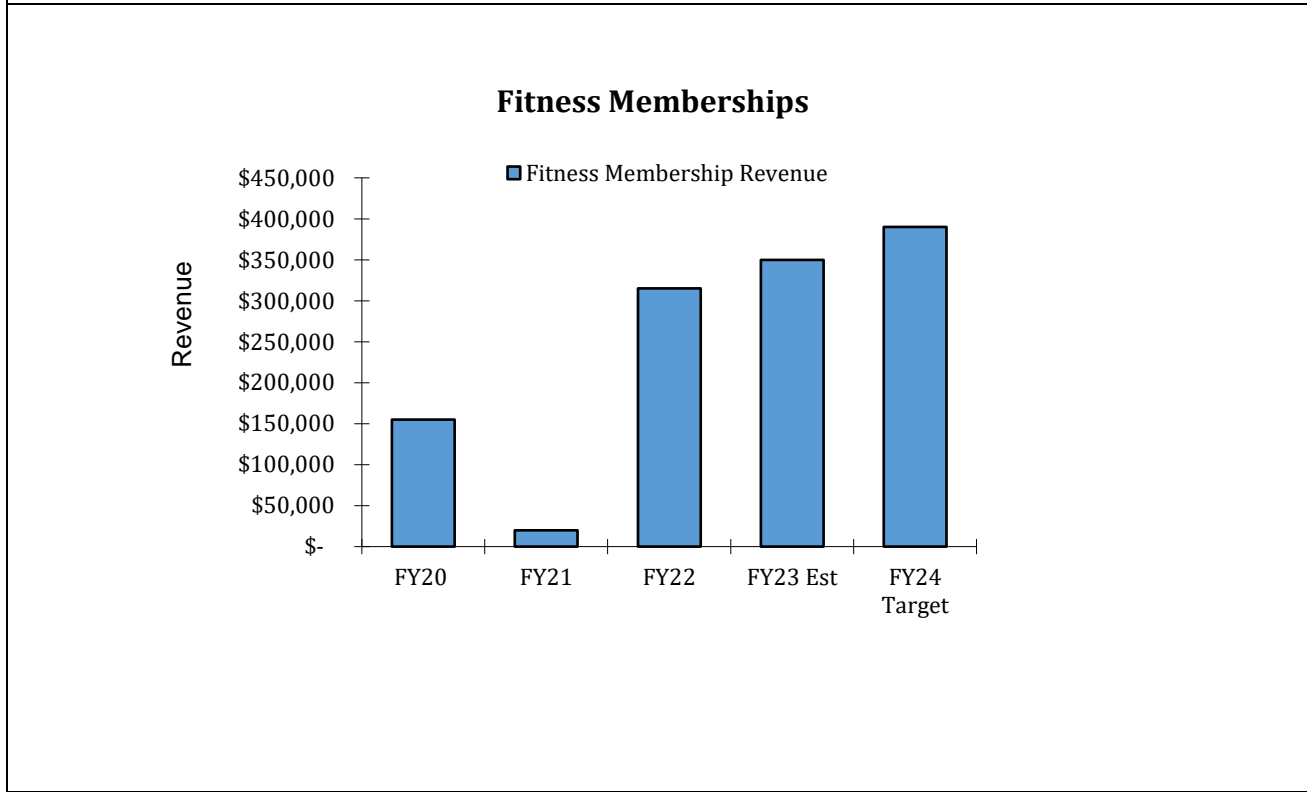
Note: Tennis for FY 23 could be affected by the construction of Fairland's tennis bubble.

Goal: Fiscal Stability/Cost Recovery



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

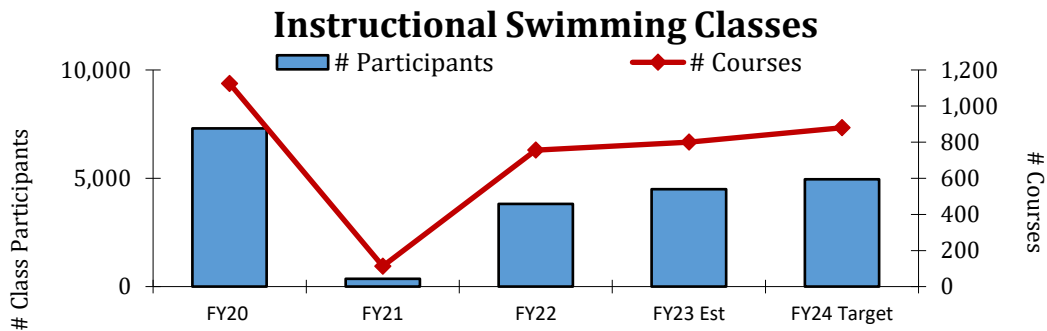
Desired Outcome: Fitness Memberships provide an additional revenue source for our complex facilities (Fairland, Prince George's Sports and Learning Complex, and Allentown Splash, Tennis, and Fitness Park.) The memberships also provide access for patrons to maintain overall health and wellness by a variety of exercise and strength training equipment. ALL Fitness Memberships were canceled at the onset of the Covid-19 pandemic, and revenue was drastically reduced across the Division. A collective decision as a Department was made to not to sell or offer 1, 2, or 6 Month memberships. In May 2021, the Department initiated a special Frequent Visitors Fitness monthly pass at a reduced rate. FY22, increase due to navigating more freely with less Departmental Covid restrictions regarding programming/classes as well as reinstating monthly memberships in June. FY23 estimating 10% increase, based on Department back to 100% capacity, post pandemic guidelines and restriction that have been currently uplifted and the comfortability of our stakeholders to get back to regular benefits of exercise in a public setting.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

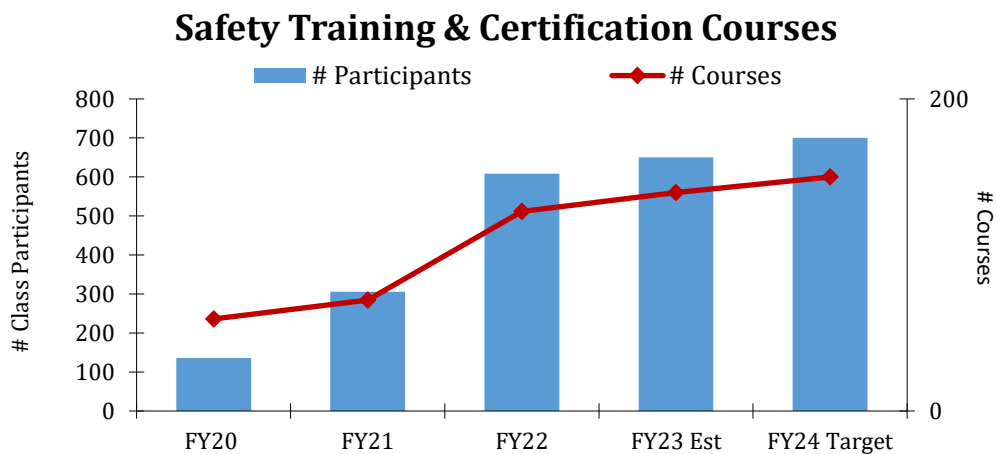
Goal: Public Safety

Desired Outcome: Instructional Swimming Classes - The purpose of teaching swimming lessons is to keep Residents and Visitors safe in, on, and around the water. During the pandemic, caregiver assisted swim lessons were offered with reduced registration capacity to ensure social distancing among participants. Also, certification training ensures a competent workforce that can provide safe Aquatic facilities for Residents and Visitors by maintaining water quality and responding appropriately to emergencies.



Goal: Public Safety

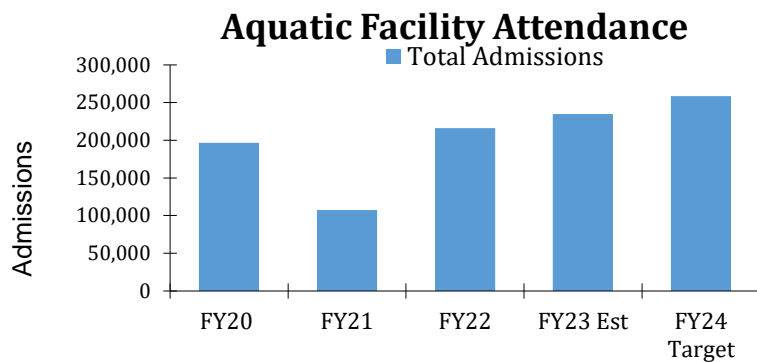
Desired Outcome: Safety Training and Certification Courses provide essential staff development opportunities for Lifeguarding, Lifeguarding Instructor, Water Safety Instructor, and Pool Operators. Having a well trained and certified workforce helps to ensure the safest aquatic environment for patrons and staff.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

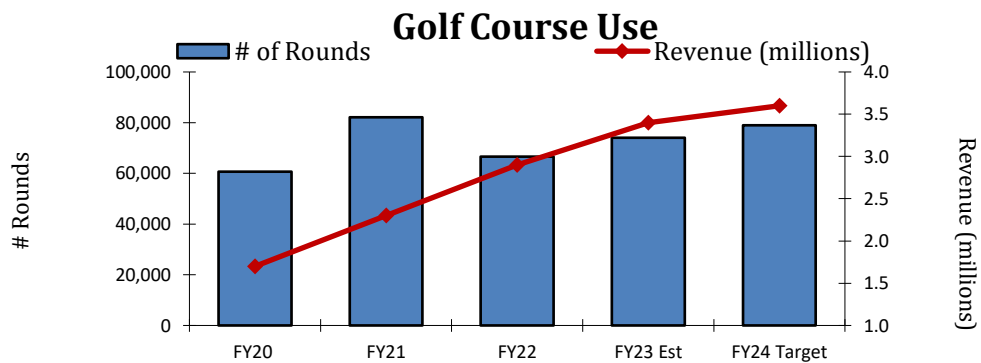
Goal: Public Safety

Desired Outcome: Aquatic Facility Attendance - Swimming Pool facilities allow for drop-in, reservation, and membership-based attendance. General swimming opportunities provide unstructured time for Residents and Visitors to recreate in a healthy environment.



Goal: Park and Recreation Operations / Programming

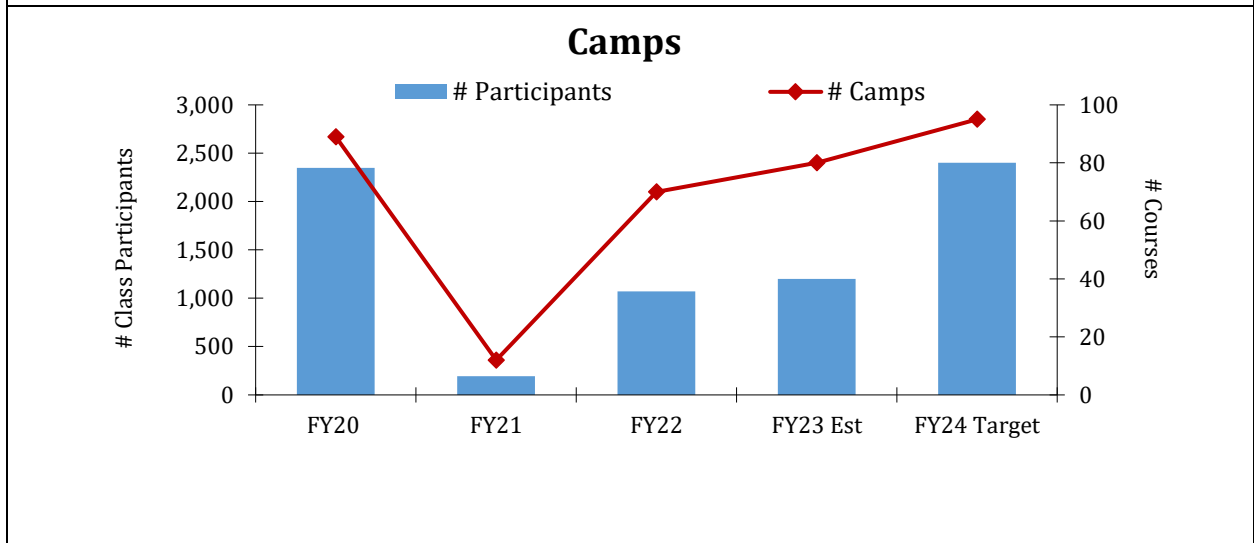
Desired Outcome: Gof Course Use - Golf operations continue to make strong headway in both rounds and revenue. Golf participation has grown in this current climate as this sport is a perfectly suited to be a good social distancing activity. Concentration of proper tee sheet utilizations, properly built event contracts, proper staffing needs, and internal controls will lead to increased rounds and revenue. Each golf course is consistently being proactive to providing a stronger and more consistent turf for our players and guests. This elevated product that our customers can count on will result in future growth of our operations.



Prince George's County Parks and Recreation Department – Aquatics and Athletic Facilities

Goal: Park and Recreation Operations / Programming

Outcome: During this time, a variety of summer specialty camps were offered throughout the Division in FY22 which shows a 450% increase. There was an increase from the previous fiscal year, that was provided by innovative programming such as offering camps as an in person and virtual option, this provided those parents who were not comfortable with sending their kids off to camp an alternative and allowed us to serve more campers due to limitation in camp sizes and pods. There were also new camps added to our existing camp offering portfolio. For FY23 we are estimating a 20% increase in participation due to anticipated normal camp offerings and the comfortability of parents post-pandemic.



Prince George's County

Parks and Recreation Department - Special Programs

OVERVIEW

The Special Programs Division manages two (2) childcare centers; provides youth programming and services to include marketing, partnerships, and training and education for staff; leads the Department's Safe Summer Program; and provides leadership and direction of programs and services for seniors, including the operation of six (6) senior centers as well as senior programming at Southern Area Aquatics and Recreation Complex. The Division also provides coordination of a variety of programs, projects and services serving children, youth, families, and seniors including the Youth Workforce Development Program, Child Care licensing and operation, senior nutrition programs and recreational activities, Sustainability and Conservation and Youth Camp Standards. The Therapeutic Recreation section, with oversight of Inclusion Services, provides comprehensive services and programs for County residents with disabilities in specialized and inclusive settings. Programs are designed to promote and facilitate developing leisure skills, socialization, and independence. These programs offer specialized year-round and seasonal activities and skill classes for all ages.

MISSION

The goal of the Special Programs Division is to administer and implement County-wide youth development opportunities; coordinate and administer County-wide Senior programs and services, provide fee-based, drop-in and Department recreation services; provide quality child care; establish and monitor compliance for all youth programs with State and local standards; provide Therapeutic Recreation opportunities for individuals with disabilities, promote and facilitate the development of leisure skills, socialization, and independence; and develop and coordinate Departmental programs.

Administration

The administration of Special Programs is responsible for the overall management, supervision, and coordination of programs and facilities. This includes requesting and monitoring expenditures for both tax-supported and revenue-producing programs and evaluating personnel. This section oversees special projects such as the Summer Food Service Program, and Youth Camp Health and Safety Certification. It also maintains liaison with numerous governmental organizations, including the Maryland State Department of Education, the Prince George's County Department of Social Services, the Prince George's County Department of Family Services, Office on Aging, the Prince George's County Department of the Environment, the Prince George's County Local Management Board, the University of Maryland, Prince George's County Public Schools, Maryland Association of Environment and Outdoor Educators, and the Prince George's County Health Department.

Youth Services

The Youth Services unit coordinates the Department's youth services and programming, including the development and administration of the comprehensive County-wide Youth Action Plan, designed to ensure strategic delivery of services and to accomplish positive youth development outcomes. These youth development principles and programs focus on social development, cultural awareness, environmental stewardship, enrichment, health and wellness, youth leadership and advocacy, and civic engagement. The Safe Summer Program, Teen Cotillion, Summer Youth Enrichment Program, Youth Arts Corps, Talk Up Not Down Youth Poetry Camp and Teen Leadership Council are among the notable programs.



Prince George's County

Parks and Recreation Department - Special Programs

Countywide Senior Centers and Services

The Countywide Senior Centers and Services unit is responsible for coordination of the Department's senior programs and services. Responsibilities include all aspects of management - developing, monitoring, implementing, and evaluating the delivery of Seniors '60 & Better' recreation programs, resource information for community and advocacy groups, Departmental training on a variety of senior topics, and coordination of senior special events, to include the Centenarian Celebration and Senior Health, Active Aging Week, Black History in Motion, and Fitness Day. The unit operates six (6) Senior Activity Centers and senior programming at Southern Area Aquatics and Recreation Complex which provide a wide range of recreation activities, such as fitness and exercise classes, arts and crafts, games and clubs, billiards, special events, trips, and workshops and classes. The centers serve as sites for the Prince George's County Senior Nutrition Lunch Program, which provides hot lunches on site. The Senior Activity Centers are Langley Park Senior Center, Gwendolyn Britt Senior Activity Center, Evelyn Cole Senior Activity Center, Camp Springs Senior Activity Center, John E. Howard Senior Activity Center, and Laurel-Beltsville Senior Activity Center.

Child Care Centers

The Child Care Centers unit manages and supervises the Prince George's County Employees Child Care Center in Upper Marlboro and the Prince George's County Public School Employees Child Care Center located at Glenridge Elementary School. The centers operate year-round for infants through kindergarten, are licensed and accredited by the Maryland State Department of Education, and follow strict mandates regarding staff certification, training, and facility requirements. Children at the centers are involved in an enriching program, which incorporates a quality preschool curriculum into the morning hours of daycare. Activities include science, art, music, reading readiness, math readiness, literature, cooking, dramatic play, special events and field trips.

Therapeutic Recreation Programs

The Therapeutic Recreation unit provides programs and services for County residents with disabilities. Responsibilities include all aspects of developing, monitoring, implementing, and evaluating the delivery of therapeutic recreation services, ensuring accessibility to individuals with disabilities throughout the County, providing extensive support and resource information for community and advocacy groups and overseeing the sign language interpretation contract. Training and resources for the Department's therapeutic and inclusion staff are provided by this section. Specialized adapted recreation programs including adapted aquatics and fitness programming and services are also provided with outreach to individuals with developmental, intellectual, sensory, and physical disabilities. The programs are managed in the Northern, Central, and Southern Areas of the County. Programs include after-school therapeutic recreation programs, skill development classes such as: adapted softball, basketball, floor hockey, bocce, swimming, gymnastics, art, and comprehensive summer day camps. Comprehensive specialized programs for individuals with disabilities are also provided on a County-wide basis. Programs also include the year-round Leisure Independence Training Program, Teen and Adult Social Clubs, special events, and Camp Sunshine.

Program Access/Inclusion

The Program Access/Inclusion unit supports the Department's delivery of fair and equitable leisure opportunities in the most integrated settings engaging people with and without disabilities together. It ensures people can access their preferred recreation programs and setting based on their individual needs and preferences regardless of their disability. Program Access staff work with Department programmers to ensure inclusive programs, activities and special events are free from barriers and are equipped to meet the needs of the people registered. This includes



Prince George's County Parks and Recreation Department - Special Programs

identification of barriers, staff training, equipment/supply support, program/activity modifications and/or trained staff support. Modifications are developed individually upon the completion of a participation assessment. With recreation being about choice, an integral right to quality of life, patrons may choose to participate independently, with support or may participate in specialized therapeutic programs.

Health and Wellness

This program administers countywide health and wellness programs. Our goal is to improve the overall health (physical, mental, and environmental) of Prince George's County residents and promote a wellness ethic for the community by integrating fitness and wellness into facilities, programs, and events. The *Health and Wellness Action Plan* was written to align the Department with national public health movements. The *Plan* focuses on reducing obesity in the County, elevating the Department's roles as a health and wellness provider, and increasing resident participation in healthy lifestyle activities. The Department works with internal and external partners to provide classes, workshops, and activities for all ages. Partners include the Prince George's County Health Department, University of Maryland Capital Region Health, Suburban Hospital, Giant Nutrition, University of Maryland School of Public Health, and many others. Partnership programs include Walk with Ease; Fit and Strong; and Dine, Learn and Move. Signature Programs include: Fitness in the Parks, Yoga in the Parks, Healthy Trails 5k and the Get Fit Mobile, and others.

FY23 ACCOMPLISHMENTS

- The Senior Services continues to focus on the planning for the opening of the new Hampton Park Senior Activity Center that is part of the new Prince George's County Health and Human Services headquarters. Staff continued to be a part of the space design for the new center in partnership with the Department of Family Services. In addition, a new campaign was initiated to promote participation in the Senior ID program incorporating research findings and marketing plans developed in collaboration with the University of Maryland, College Park. The section also saw the successful reopening of senior activity centers and resumption of in-person programming.
- Senior Services also launched a new program, Cycling Seniors Cycling Club and have hosted one ride per month this past year. Senior Services made several improvements at the senior centers that included new fitness flooring at Camp Springs Senior Activity Center, new flooring at Laurel-Beltsville Senior Activity Center Great Room, new fitness room at Gwendolyn Britt Senior Activity Center to name a few improvement projects.
- Engaged in a new Youth Services I marketing campaign to promote participation in the free Youth ID and related Xtreme Teens programs. The campaign incorporated findings, goals and objectives from the updated Youth Action Plan developed by the Teen Task Force. In addition, Youth Services provided guidance and funding for expanded STEAM programs and activities in year-round programming to include both afterschool and summer camp offerings. This included the rollout of three STEAM summer camps and a month-long series of STEAM programs in November (both in person and virtual) in collaboration with divisions within Area Operations and Facility Operations.
- The Grab & Go Bag distribution program continued. In response to reduced opportunities for community engagement, the Team continued monthly themed Grab & Go events as a contact-free way to engage the community with approximately 8,000 bags distributed. Bags included items to promote healthy eating and active living.



Prince George's County Parks and Recreation Department - Special Programs

- The Fitness in the Parks and Yoga in the Parks programs experienced a 35% increase in overall participation. This is attributed to an increase in park usage and the extension of the program by four weeks.
- Maintained mutually beneficial partnerships with external public health and healthcare stakeholders that provided education and resources for countywide sports and health and wellness programming.
- Received the Healthy Aging through Parks and Recreation grant from the National Recreation and Park Association to train staff to implement the Fit & Strong program. This evidence-based, physical activity program combines aerobics, stretching, balance, strength, endurance exercises, and health education to promote healthy behavior changes.
- Hosted the first Mental Health Awareness Week observance, October 2-8, 2022. The observance encouraged residents to learn about mental health resources in Prince George's County and to gain new knowledge on how to take care of their mental well-being.
- Therapeutic Recreation (TR) restarted and expanded in-person program offerings with a focus on adaptive aquatics programs at SAARC and Southern Regional Technology and Recreation Complex and the SRAWC, Southern Regional Aquatic and Wellness Center. Expanded partnership to offer camp for youth with physical disabilities. In addition, TR provided feedback and technical assistance in implementing updates to the ADA Transition plan.
- Therapeutic Recreation expanded programming opportunities for veterans with disabilities that supported and promoted social interaction, community connections, and overall wellness through the Healthy Minds Healthy Bodies program

FY24 BUDGET PRIORITIES

- Planning for the opening and programming of the new Hampton Park Senior Activity Center as part of the new Prince George's County Health and Human Services headquarters with be a major focus of Senior Services. Additionally, working to develop a mobile senior activity unit to expand outreach into the community.
- Senior Services team will focus on implementing new class offering, re-establish the trip program, and increase program participation back to pre-pandemic levels while continuing building improvement efforts.
- Continue to support in-person youth programming including Safe Summer, the Teen Cotillion, Summer Youth Enrichment Program, Youth Arts Corps, and continuing the expansion of STEAM programming year-round will be the focus of Youth Services.
- Utilize the newly acquired Get Fit Mobile Coordinator position to continue to increase the number of interactions of the Get Fit Mobile program. Efforts will include more targeted marketing, consistent programming, and widespread community visibility to provide physical and nutrition-based activity programming with a focus on Out-of-School time activities.
- Examine current partnerships for alignment with health and wellness goals and program sustainability. Identify new mutually beneficial mental health partners to provide education and resources for Mental Health Awareness Week and other mental health activities.
- Increase the frequency of health and wellness Out-of-School time programming for youth and teens countywide.
- Therapeutic Recreation will focus on the smooth transition of leadership to incorporate Inclusion Services personnel, services, and management under their direct supervision.
- Therapeutic Recreation and Inclusion Services will identify and develop best practices and



Prince George's County Parks and Recreation Department - Special Programs

strategic initiatives, with public input to develop a Disability Services Action Plan to guide goal and objectives for the next five years.

- Therapeutic Recreation will work to fill vacancies to return to full staff compliment.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$13,355,765	\$13,479,418	0.9%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	69.0	68.0	-1.0%
	Funded Workyears	254.9	253.9	-0.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Transferred (1) career full-time positions to Art and Cultural Heritage Division.



Prince George's County Parks and Recreation Department - Special Programs

GOALS AND PERFORMANCE MEASURES

Special Programs Division Performance Measures

Outcome Objective: Provide quality Health and Wellness services for youth, seniors, and individuals with disabilities in line with Formula 2040 and the Comprehensive Recreation goals and objectives. Programs and services include two employee childcare centers, operating the Department's six senior activity centers; providing therapeutic recreation opportunities in both inclusive and specialized settings to promote and facilitate the development of leisure and skills, socialization, and independence for individuals with disabilities and a Health and Wellness team dedicated to providing fitness and wellness programs and services to the community. Provides leadership to the Department on youth services and on the expansion of county-wide youth programs and services, staff training and education and partnerships with government and community stakeholders. Additionally, the Division provides technical support on ADA/accessibility issues. The Division also operates the Glenridge Recreation Warehouse.

Impact Objective: Produce safe and nurturing childcare and supervised play environments for children; provides resources, leadership, and direction for other Departmental childcare and youth programs and provides recreational opportunities for individuals with disabilities, youth and seniors that promote health and wellness, socialization, skill development, independence, responsible use of natural, cultural, and historical resources, and enriching use of out-of-school and unstructured time.



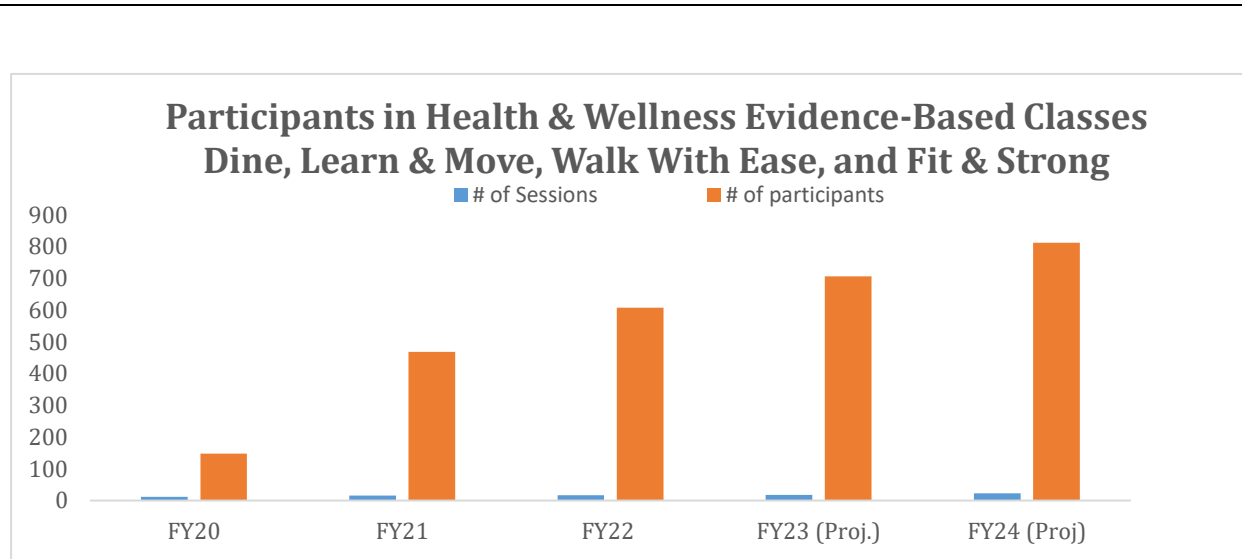
Prince George's County Parks and Recreation Department - Special Programs

Goal: Innovative Programming

Desired Outcome: Enhancement of virtual and innovative programming offerings

Evidence-based Programs - The Team partners with the Prince George's County Health Department, University of Maryland Capital Region Health, and Suburban Hospital to hold a monthly Dine, Learn and Move program. Dine, Learn and Move brings together residents of all ages for guided exercise, step-by-step cooking demonstrations with a chef, and an interactive nutrition-based discussion with a Registered Dietician. As a result of the gathering restrictions amidst the COVID-19 pandemic, a virtual Dine, Learn and Move program was launched in September 2020 to continue to support the Health and Wellness Action Plan goals to reduce obesity in the County, elevate the Department's role as a health and wellness provider, and increase resident participation in healthier lifestyles.

Walk With Ease is a six-week evidence-based chronic disease, low impact walking program developed by the Arthritis Foundation that teaches participants how to engage in physical activity safely and comfortably. The program is designed to help reduce the pain and discomfort of arthritis. Due to the gathering restrictions amidst the COVID-19 pandemic, the structure of the program changed to a hybrid format. The hybrid format consisted of two in-person sessions and one virtual self-guided session. The Team offers this free walking program of NRPA to foster community support, education, and a safe environment to walk for individuals suffering from arthritis.



** DLM participation increased dramatically in FY21 with the program transitioning to virtual in Sept. 2020 due to COVID-19

* WWE # of participants = number of participants who attended at least 60% of classes. For hybrid format this is 10 of the 12 in-person classes.



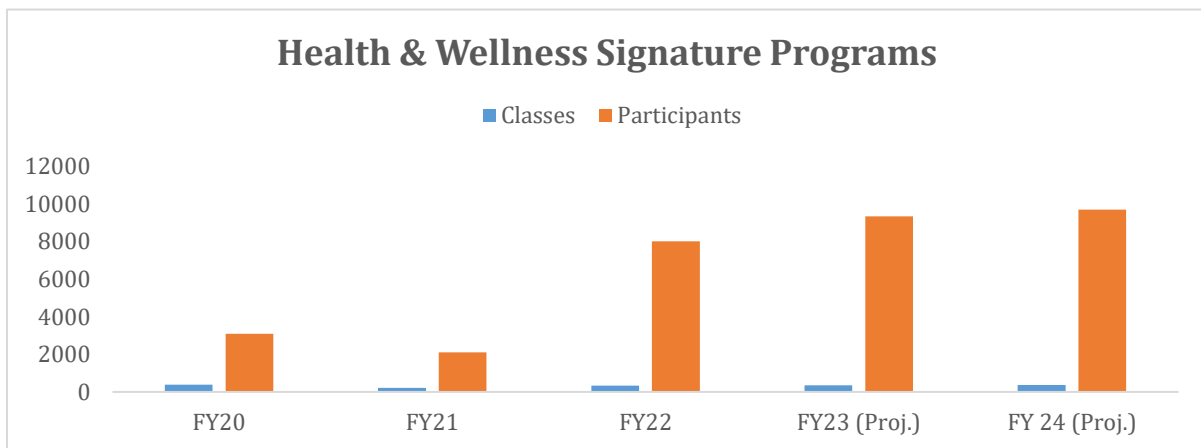
Prince George's County Parks and Recreation Department - Special Programs

Goal: Innovative Programming

Desired Outcome: Signature Programs - advance the health and wellness of residents by providing diverse experiences that are attractive and inclusive of all ages, abilities, lifestyles, and backgrounds. Programs include Fitness in the Parks, Yoga in the Parks, and Healthy Trails 5K walk/run events. Yoga in the Parks is a series of free outdoor yoga classes. Participants learn basic moves to strengthen their bodies, increase flexibility and free their minds. Yoga in the Parks has expanded into Fitness in the Parks which is a free exercise program that provides participants the opportunity to exercise outdoors, be physically active in a constantly changing environment, and enhance their physical and mental health. Fitness in the Parks also brings various fitness opportunities to parks and natural areas across the County.

Healthy Trails 5K walk/run events are family-friendly events held in the Spring and Fall. The Department of Parks and Recreation encourages runners and walkers of all abilities, ages, and skill levels to come together, enjoy scenic views of the Woodrow Wilson Bridge Trail and be active. A portion of the proceeds from each Healthy Trails 5K supports a M-NCPPC program. Previous races have contributed proceeds towards Community Gardens, Healthy Minds, Healthy Bodies, Bosom Buddies, and the Kids to Camp campaign.

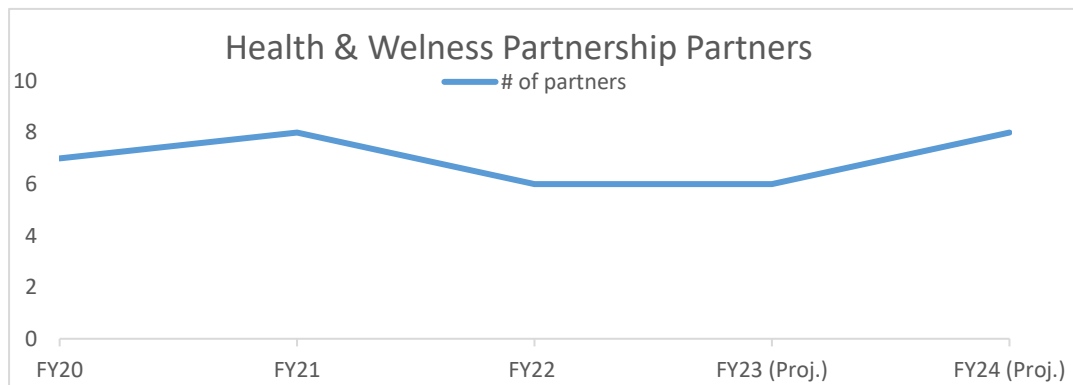
As a result of COVID-19 restrictions and to maintain participants' safety, the Healthy Trails 5K Committee changed the event format to provide a hybrid 5K walk/run, where participants were able to attend in-person or remain engaged virtually through Facebook Live.



Prince George's County Parks and Recreation Department - Special Programs

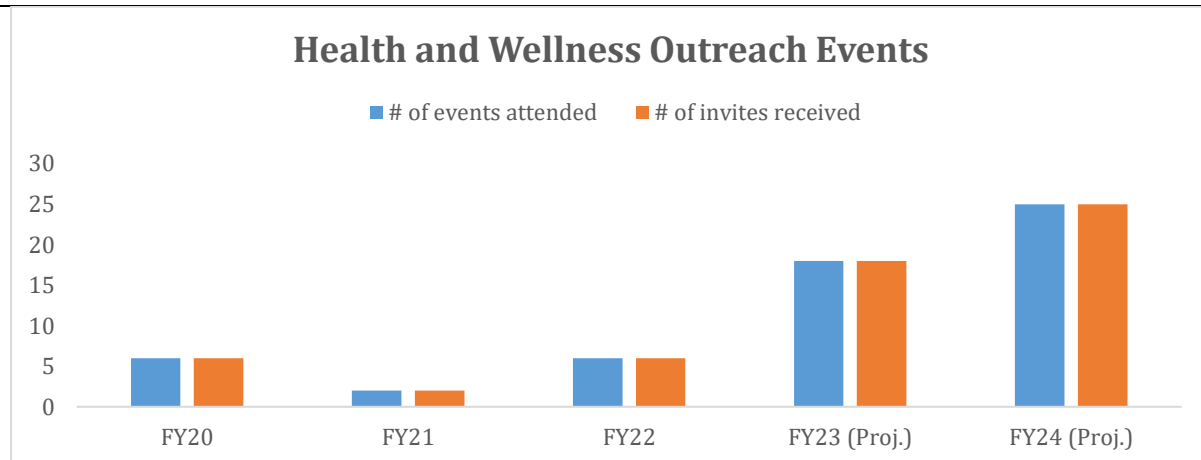
Goal : Innovative Programming

Desired Outcome: Partnerships - The Health and Wellness Team partners with stakeholders through Partnerships, Sponsorships, and Grants to further accomplish the health and wellness objectives, engage in a countywide collaboration to reduce obesity and obtain grants and sponsorships to increase funding for community health needs. The Team collaborates with several community partners to address the health and wellbeing of residents in Prince George's County. To establish rapport, increase credibility, and enhance the Team's reputation as a quality health and wellness partner, the Team continuously engages with other stakeholders. Newly formed public health and healthcare provider partnerships with expertise in nutrition and sports medicine will help accomplish these health and wellness objectives.



Goal : Innovative Programming

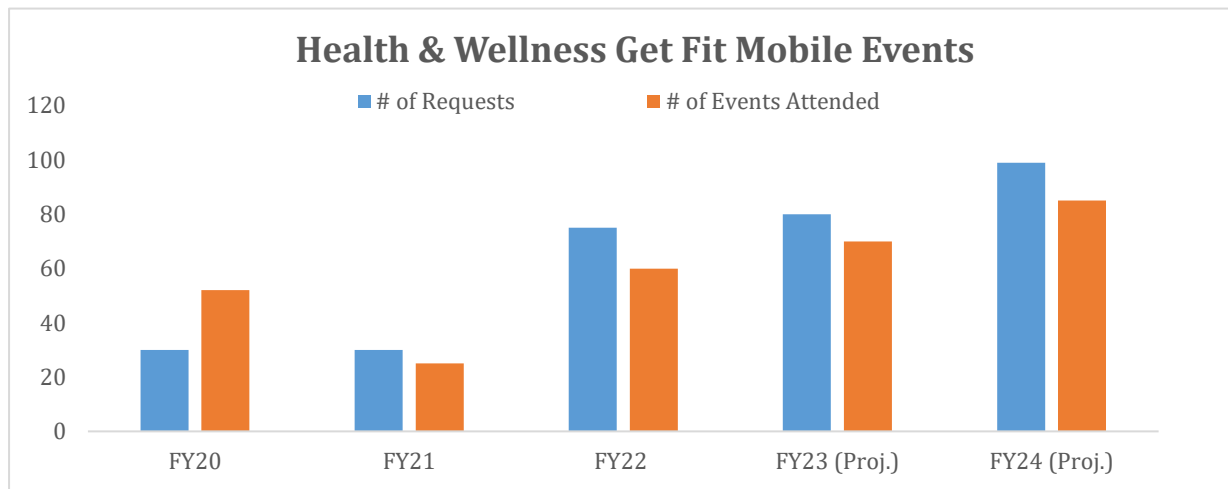
Desired Outcome: Outreach - The Health and Wellness Team also supports events, programs, and national campaigns by bringing awareness to physical activity, nutrition education, and healthy eating. Ongoing national campaigns include National Heart Health Month, March is National Nutrition Month, National Walking Day, May is National Physical Fitness and Sports Month, National Family Fitness Day, and National Park Rx Day, Wellness in the Woods: A Family Festival.



Prince George's County Parks and Recreation Department - Special Programs

Goal : Innovative Programming

Desired Outcome: **Get Fit Mobile** aims to encourage the adoption of healthy behaviors to reduce chronic disease, and increase healthy outcomes through fitness, sports, and wellness and nutrition programming. The Get Fit Mobile program delivers interactive games, and physical and nutrition-based activity challenges with a mobile unit. The Get Fit Mobile unit makes appearances at countywide programs, festivals, and events. In response to reduced community interaction opportunities for Get Fit Mobile during the start of COVID-19, monthly Grab & Go distribution events were started as a contact-free way to engage the community. The Grab & Go bags have a theme based on health education and include items to promote healthy lifestyles, physical activity, nutrition, and sports distributed countywide.



Attended = Includes events we find on our own as well as host.

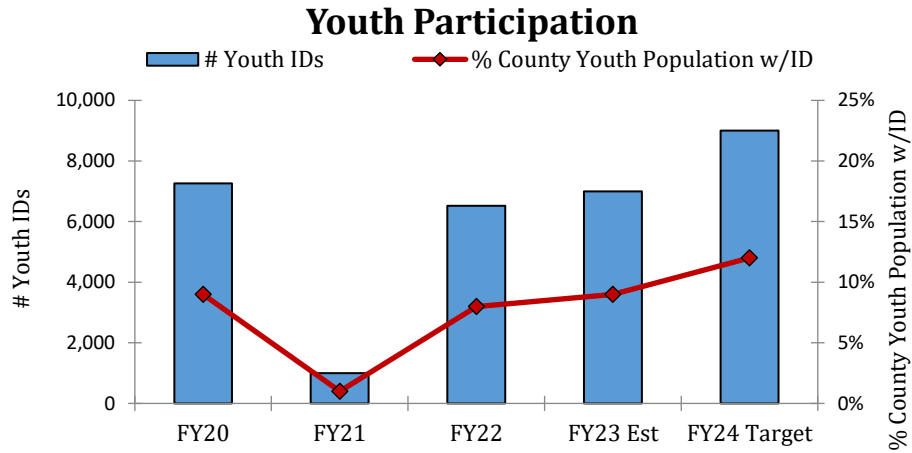
Requested = Includes external invites



Prince George's County Parks and Recreation Department - Special Programs

Goal: Park and Recreation Operations

Desired Outcome: Youth Participation - Support our Diverse Park and Recreation Programs

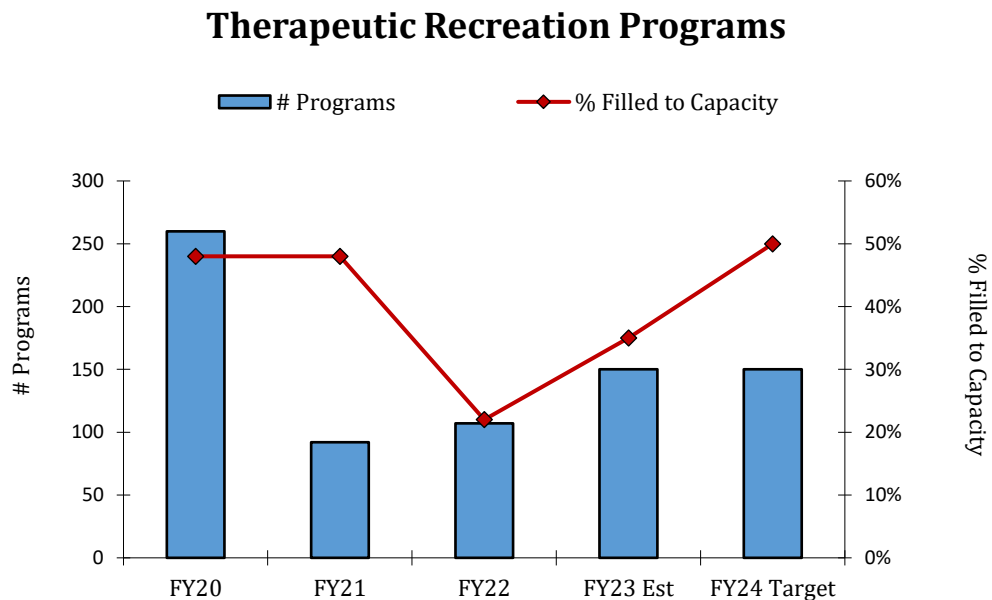


*2010 U.S. Census 6 to 17 (total 76,846)

** Youth clients - anyone 6 - 17 in the Parks Direct database

Goal: Park and Recreation Operations

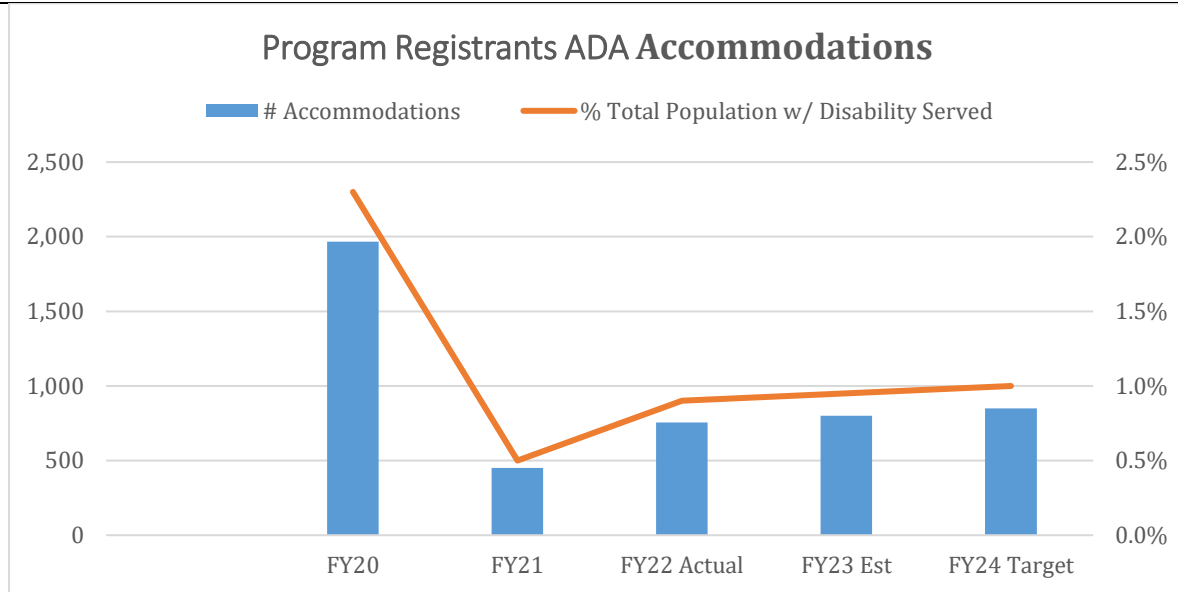
Desired Outcome: Therapeutic Recreation Programs - Support our Diverse Park and Recreation Programs



Prince George's County Parks and Recreation Department - Special Programs

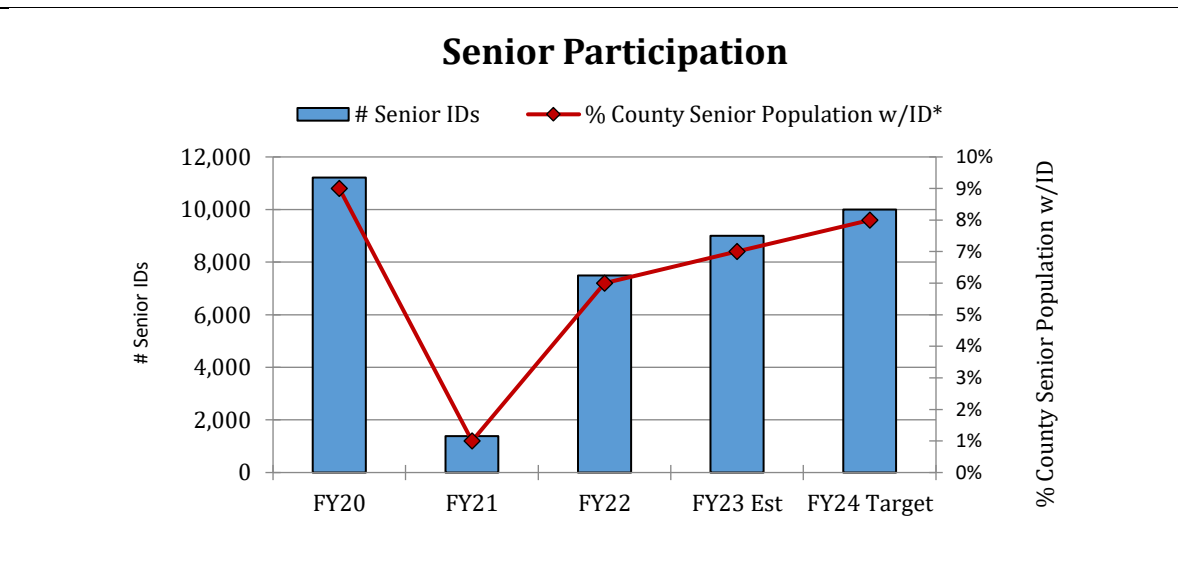
Goal: Park and Recreation Operations

Desired Outcome: Program Registrants ADA Accommodations - Support our Diverse Park and Recreation Programs



Goal: Park and Recreation Operations

Desired Outcome: Senior Participation - Support our Diverse Park and Recreation Programs



*2017 est. U.S. Census 60 and over (total 125,136)



Prince George's County Parks and Recreation Department – Youth and Countywide Sports

OVERVIEW

The Youth and Countywide Sports Division focuses on providing sports and recreation opportunities for county residents and establishing a convenient, streamlined one-stop shop for all youth sports programs in the county. The Division has two major programs and services: Youth and Adult Sports Programs and Athletic Permitting & Field Operations.

The Division manages the following functions: leagues, clinics, and tournaments for a variety of sports that include baseball, basketball, flag football, futsal, lacrosse, soccer, softball, track & field, and volleyball. Facilities managed by the Division include the Sugar Ray Leonard Boxing Facility and the Prince George's County Stadium, home of the Bowie Baysox. The Division also oversees the permitting of outdoor tennis courts and athletic fields.

The Division coordinates and schedules a comprehensive athletic program and provides administrative support and resources to the Prince George's County Boys and Girls Club. Revenues are generated through various programs, including athletic field permitting, youth and adult sports leagues, courses, clinics, and tournaments. In collaboration with national sports governing bodies, area universities and colleges, and local professional sports organizations, the Division focuses on connecting youth, coaches, parents, and sports commissioners to beneficial character development and physical fitness skills and resources.

MISSION

The Youth and Countywide Sports Division is dedicated to creating beneficial social and physical fitness centered sports and recreation opportunities available through its programming and making it easier for youth to engage in sports at all levels and abilities. A primary objective of this Division is to contribute to healthy youth by providing a seamless sports experience for youth and connecting parents and coaches with opportunities to advance this initiative.

PROGRAMS AND SERVICES PROVIDED

Management and Supervision

The Management and Supervision unit provides overall management, administration, and coordination of Division programs and facilities. This includes fiscal management for tax-supported and revenue-producing funds, clerical support, supervision of facilities and management of their programs. Salaries for administrative services, officials' costs, and contractual agreements for the Prince George's County Boys and Girls Club are also budgeted in this unit.

Leagues, Courses, Clinics and Tournaments

The Leagues, Courses, Clinics and Tournaments program provides for supervision, management of countywide field and outdoor tennis court permitting, and a comprehensive sports program administering countywide leagues, courses, clinics and tournaments for adult and youth athletics. It also handles the scheduling for the Prince George's County Boys and Girls Club, inter-center leagues, independent youth programs, and the roster process for sports leagues. Staff administers the sanctioning and registration of over 18,000 youth participants in the Prince George's Boys and Girls Club, inter-center leagues, independent youth programs, and the roster process for sports leagues. The program also provides funding for the management of the Sugar Ray Leonard Boxing Center and programming curriculum at the facility.



Prince George's County

Parks and Recreation Department – Youth and Countywide Sports

Franchise

The Franchise Program provides adult and youth competitive sports programs by using league and tournament fees. It is intended that most costs, including officials' fees, equipment costs, intermittent staffing, sports memberships and sanction fees, ball field lights and awards are funded through the program fees. The philosophy is to structure the adult fees at the market level, generating profits that offset the cost of youth programs.

Athletic Permitting and Field Operations

This unit oversees and manages the permitting of all rectangle and diamond athletic fields to include our inventory of artificial turf locations. Included in their responsibilities are administering and monitoring our ControlLink automated lighting system and the monitoring and/or staffing of these locations during permitted times. Included in their responsibilities are working with Prince George's County Board of Education on the shared use locations at designated public-school locations.

FY23 ACCOMPLISHMENTS

- Established our first Countywide Youth Flag Football League in conjunction with Under Armor Under The Lights Program.
- Hosted a Countywide Adult Pickleball Tournament at SAARC.
- Continued providing quality training and educational resources for youth sports coaches by offering numerous clinics and trainings.
- Established the Stick to it Girls Lacrosse Program.
- Established a Girls 3X3 Basketball League and Development Series
- Partnered with the Washington Mystics to provide four (4) basketball clinics for girls ages 6 to 14 at four community centers.
- Established the Co-ed Pee-Wee Soccer Program to include practices and league play.
- Established the Girls and Boys 7 v 7 High School Soccer Program/League Play
- Hosted the MLB "Play Ball" event at Walker Mill for boys & girls in partnership with the Washington Nationals.
- Hosted countywide boys and girls Futsol leagues.
- Provided RBI clinics and a developmental series for baseball and softball
- Hosted the "In The Water" HS Girls/Boys basketball tournament at The Show Place Arena.

FY24 BUDGET PRIORITIES

- Continuing to implement Youth Sports Strategic Plan.
- Utilize Liberty Sports Park for enhanced programming and collaboration with PGCPs and PGCC student/athletes.
- Expand our partnership with Police Athletic League (PAL) on expanded programming for youth.
- Continue to expand youth sports programming curriculum to include girls' lacrosse leagues, Baseball and Softball Leagues and a Girls Only ICB/GEAR basketball league.
- Work with PGCPs on developing a middle school aged softball and volleyball recreational league.
- Increasing interactions with virtual sports content through target marketing and social media outreach, to include a revamped Youth Sports Subsite Webpage.



Prince George's County Parks and Recreation Department – Youth and Countywide Sports

- Continuing to strengthen and maintain mutually beneficial partnerships with boys' and girls' clubs, local professional sports organizations, national sports governing bodies, and area universities to provide enhanced sports opportunities for youth and coaches.
- Continuing to engage with Park Planning and Development, Northern and Southern Region Parks Divisions, and Facility Services staff to identify opportunities to re-purpose, enhance, and add to athletic field and court inventory.
- Continue to engage with PGCPs on use/permitting of their facilities for youth sports programming.

BUDGET AT A GLANCE

Summary of Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$3,564,710	\$3,889,440	9.1%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	19.0	23.0	21.0%
	Funded Workyears	41.5	38.5	-7.1%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Increased non-personnel funding for work program needs.
- Increased Supplies and Materials for work program needs.
- Increased Other Services and Charges for work program needs.
- Added (4) new positions for Sports Unit and Field Permits Unit.



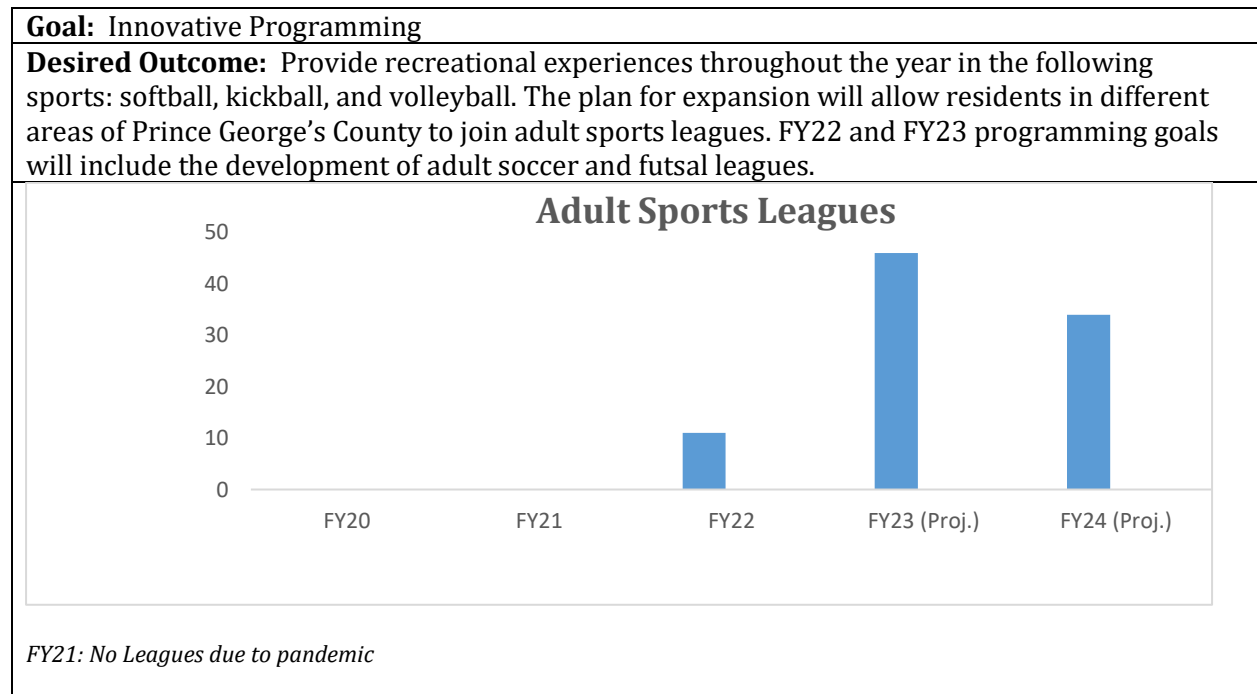
Prince George's County Parks and Recreation Department – Youth and Countywide Sports

GOALS AND PERFORMANCE MEASURES

Youth and Countywide Sports Division Performance Measures

Outcome Objective: Provide high quality athletic programs for individual and team sports, for youth of all ages and skill levels; in doing so, also revamp and administer a comprehensive county-wide field/court permitting process that includes the entire inventory of indoor and outdoor athletic venues across the County (Department/Prince George's County Public School properties, Prince George's County Boys and Girls Club (PGCB&GC) owned facilities). Professionally driven staff and facilities for Prince George's County residents will be available for use year-round, with the priority granted to youth sports training/activities. The Division's functions include coordination and scheduling of a comprehensive sports program, management and supervision, administration of the existing PGCB&GC, and varying degrees of upgrading and maintenance of state-of-the-art athletic facilities throughout the County.

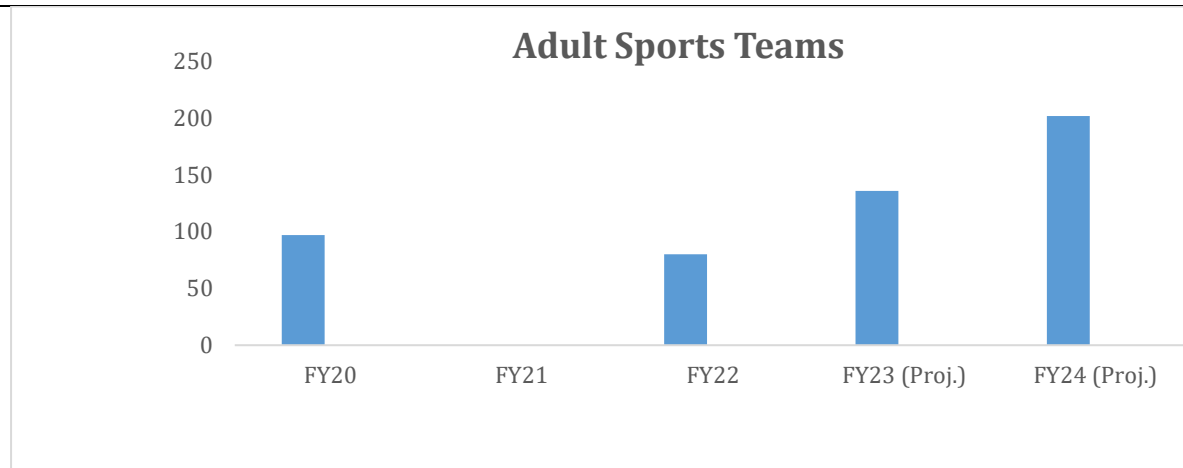
Impact Objective: Provides the Department, stakeholders (Board of Education, PGCB&GC) and the residents of Prince George's County with quality youth and adult athletic programs and services, excellent health and wellness opportunities for the entire family, efficient and technologically sound online-based systems for registration/payment, permitting of venues, standings/program updates, statistical information, and numerous other aspects that assist with making the entire experience, from start to finish, a pleasant one. This Division's primary focus is to enhance the quality of youth sports and fitness opportunities for our entire base of internal and external customers.



Prince George's County Parks and Recreation Department – Youth and Countywide Sports

Goal: Innovative Programming

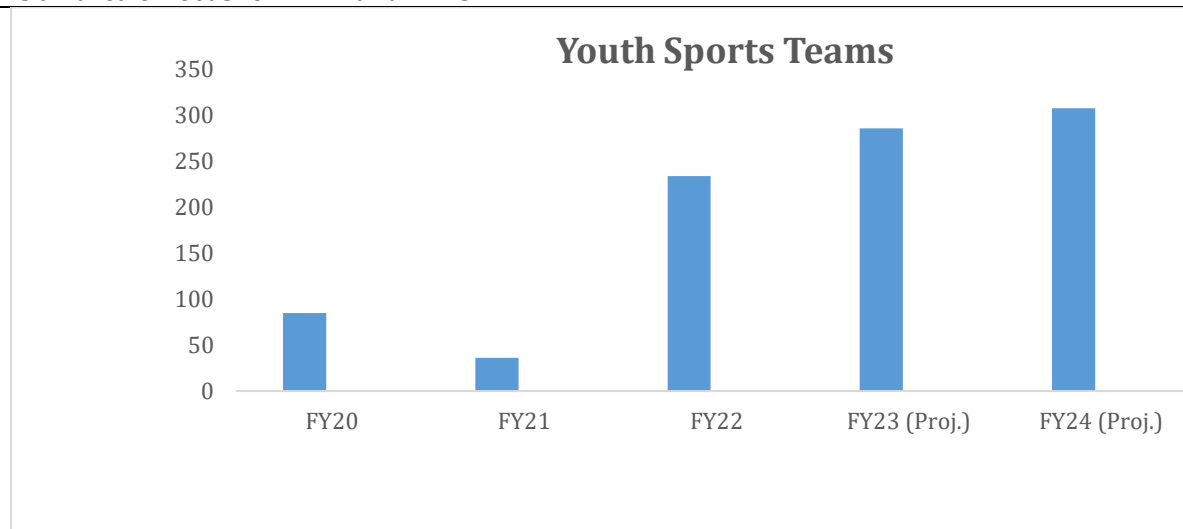
Desired Outcome: To provide participants with sports and recreation experience that provides social and physical fitness benefits. The goal is to increase participation in these sports and connect adults to a diverse offering of recreational play opportunities throughout Prince George's County. Adult Sports Teams participation opportunities are available in the following sports: softball, kickball, and volleyball. In FY22' and FY23' the adult sports play opportunities will be developed for soccer and futsal.



FY21: No league play due to pandemic

Goal: Innovative Programming

Desired Outcome: Youth Sports Leagues - are offered by the Department of Parks and Recreation for the following sports: basketball, soccer, baseball, softball, lacrosse, and flag football. Newly established program offerings include the addition of girls' basketball, girls' lacrosse, youth volleyball and countywide futsal & soccer leagues. Youth sports leagues are open for all skill levels. The expansion of Pee Wee sports leagues countywide for ages 3- to 6-year-old is an area of focus for FY22 and FY23.

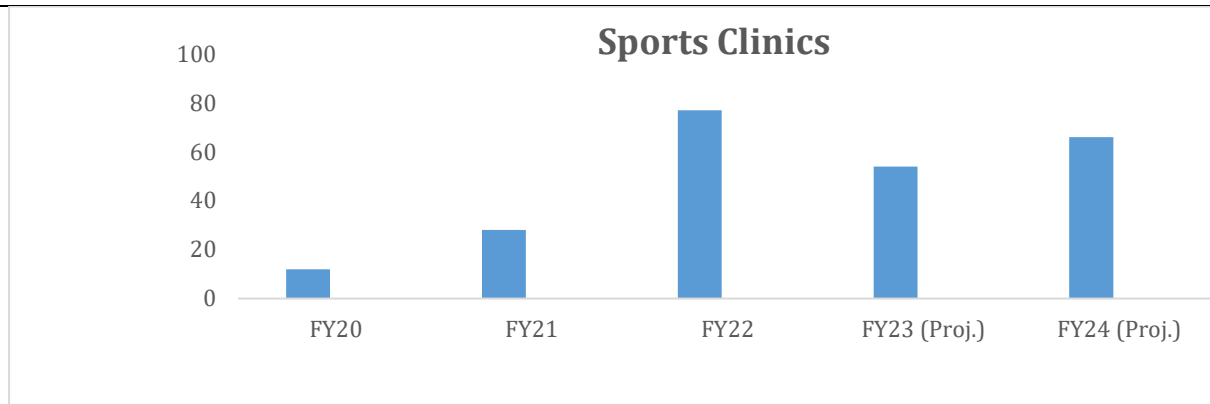


Prince George's County Parks and Recreation Department – Youth and Countywide Sports

Goal: Innovative Programming

Desired Outcome: **Sports Clinics** provide participants an introductory experience to several sports such as baseball, softball, lacrosse, volleyball, soccer, and futsal. The goal is to increase participation in these sports and connect youth, parents, guardians, and coaches to a diverse offering of sports and recreation opportunities. Sports clinics are offered through scheduled series and one-day, Try Sports Events.

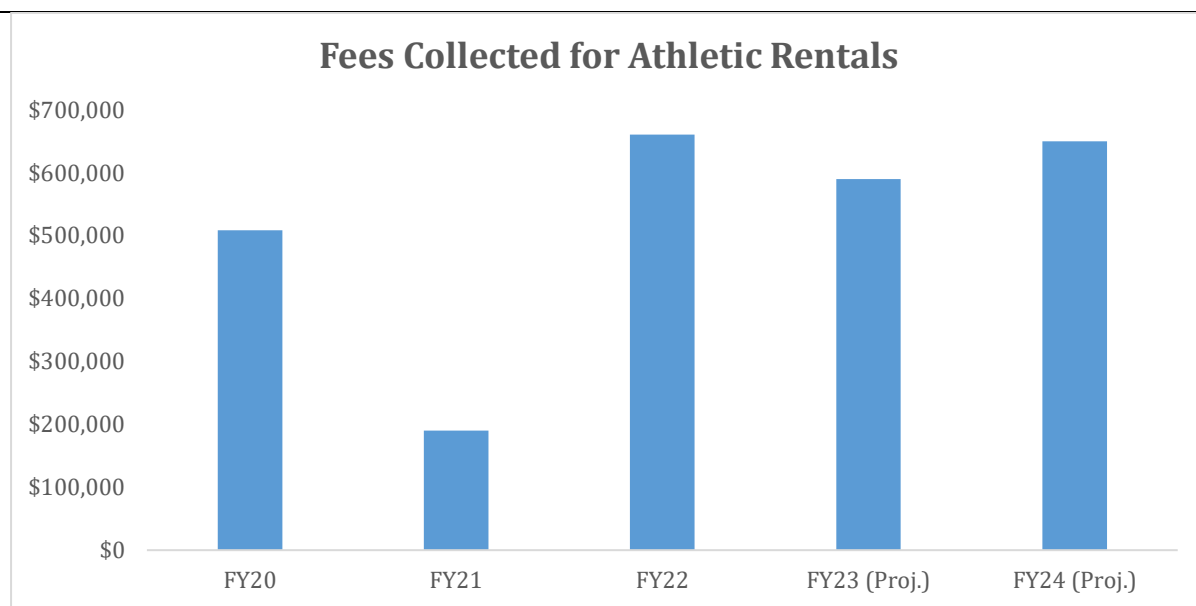
The Youth and Countywide Sports Division has collaborated with national sports governing bodies and local professional sports organizations to introduce youth of Prince George's County to a variety of sports. These partnerships have provided youth and coaches with opportunities to enhance their overall knowledge of the core skills, rules, and best practices of respective sports. In FY21 and FY22, the Department has collaborated with organizations like the Jr. Wizards, Washington Nationals, Maryland State Youth Soccer Association, Major League Baseball, USA Basketball, USA Lacrosse, and the Premier Lacrosse League to provide resources and play opportunities for residents of Prince George's County.



Prince George's County Parks and Recreation Department – Youth and Countywide Sports

Goal: Parks and Recreation Operations

Desired Outcome: Athletic Field & Outdoor Court Rental -The Department of Parks and Recreation provides access to 300 athletic fields throughout Prince George's County through an established athletic field permitting process. The diamond and rectangle field inventories are comprised of natural and artificial turf. Adult and youth athletic field user groups utilize these fields for games and practices throughout the calendar year. In addition, outdoor courts are permitted throughout the year for tennis, pickleball, and futsal. In collaboration with the two Parks Divisions and the Capital Planning and Development Division, the Youth and Countywide Sports Division continue to identify areas of opportunity to develop additional courts and athletic fields for emerging sports such as cricket and pickleball. The Permitting and Field Operations Team continues to engage with community partners such as Experience Prince George's to invite local, regional, and national sports organizers to host their upcoming sporting events at one or more of the Department's sporting venues.



Includes rectangle and diamond fields: natural grass and artificial turf
FY 21: limited athletic field inventory available for rental due to COVID-19 closures
FY 22 and FY 23: anticipate full athletic field inventory availability



Prince George's County Parks and Recreation Department - Northern and Southern Recreation and Leisure Services

OVERVIEW

Recreation and Leisure Services is divided into the Northern, and Southern Area Divisions. It is the goal of Recreation and Leisure Services to provide, maintain, and preserve a comprehensive and recreation system of programs, facilities, and services to the residents of a demographically diverse area to meet the expressed needs and demands of the public in a safe, secure, inclusive, and fulfilling environment. Both Divisions coordinate, manage, and direct comprehensive and recreation programs for their residents. This includes managing and supervising 45 community centers, one of which is the County's first multi-generational complex, as well as community programs and revenue producing, senior, and youth programs.

Both Divisions are divided into smaller regions for community outreach. Regional Managers are assigned to work closely with residents' groups, municipalities, houses of worship, schools, recreation councils, and government agencies to assess parks and recreation.

MISSION

The mission of Recreation and Leisure Services, in partnership with residents, is to provide comprehensive and high-quality recreation programs, facilities, and services that respond to the community's changing needs. Recreation and Leisure Services also strive to preserve, enhance, and protect open spaces to enrich the quality of life for present and future generations in a safe, secure environment.

Management and Supervision

Each Division Chief oversees the use of tax-supported and special revenue funds. Division Offices evaluate and monitor the programs, services, and facilities and serve as a liaison with municipalities in the northern and southern parts of the County. The offices provide administrative support to program staff and community volunteer groups and assist in the interpretation of park and recreation programs for the public and volunteer organizations. Offices administer personnel operations for all employees in both Divisions.

Summer Play Activities

The Department offers several programs during the summer months as positive alternatives for youth, teens, and young adults during out-of-school time. The summer playground program, ages 6-12, and the summer teen site program, ages 13-17, both operate 30 hours per week for seven weeks. These programs are conducted virtually as well as in person at local schools and municipal facilities during the summer months. Activities include sports and games, arts and crafts, drama, music, nature, storytelling, STEAM activities and other special events. Traditional and specialty day camps are offered from 7 am – 6 pm during the summer for pre-school-age to teens. The late-night Safe Summer program is offered at select locations until midnight for ages 13-24.

In collaboration with Park Police and to extend our reach in engaging communities, pop-up recreation and mobile units operate programs at local parks and apartment complexes. Activities include block parties, movie nights, arts and crafts, roller skating, and more. Summer outdoor movies and outdoor concerts are also major features during the warm months.

Additionally, in the Northern Division, Watkins Regional Park operates a miniature train, antique carousel, and miniature golf course from May to October. Watkins Regional Park also hosts food



Prince George's County

Parks and Recreation Department - Northern and Southern Recreation and Leisure Services

truck hubs on Fridays, Saturdays, and Sundays.

Teen Initiatives

Teen Initiatives programs serve the interests and leisure needs of adolescent youth. Partnerships and other prevention strategies are keys to the effort. Through after-school, drop-in, virtual, and Friday and Saturday night teen centers, youth are provided an opportunity to participate in various activities. These activities include dance, theater performances, outdoor environmental projects, co-recreational events, swimming, workshops and clinics, an assortment of sporting events, arts, crafts, and trips. School facilities play an integral part in programming efforts and provide needed space for activities. Sports programs provide a wide variety of indoor and outdoor activities on both team and individual levels. Activities include workshops, clinics, and demonstrations, and range from a high degree of sophisticated instruction to pick-up games and free play.

Community Centers

Community centers are localized facilities programmed to meet the leisure needs of various ages and special interest groups in a geographic area. They are programmed and operated daily throughout the year. In addition to those centers constructed by M-NCPPC, other facilities (e.g., municipal-owned and schools) are programmed and staffed as community center operations, including 19 park schools. These include youth centers, senior centers, municipal and community activity centers, and park schools.

Revenue Producing Programs

Revenue Producing programs provide the public with specialized leisure opportunities at a minimal fee to help defray actual operating expenditures that are too costly to be absorbed by tax funds. Programs include, but are not limited to theater, arts, roller-skating, workshops, off-site trips, pre-school play activities, after school childcare, bus activity fees, regional park operations, gymnastics, various recreation/sports activities, health and wellness nutrition/fitness classes and special interest clubs. The public provides extensive input as to which trips and activities are offered.

Community Program Services

Community Program Services such as senior meals, support to community events, coordination of recreation councils and volunteers are planned, developed, and implemented in this unit. Staff works cooperatively with community volunteers including recognized recreation councils, the Board of Education, Boys & Girls Clubs, Parent Teacher Organizations, social groups, and municipal governments. Close and effective communication with local communities is vital to the daily delivery of leisure services. Community input provides the basis for program development and community activities.

Festival of Lights

The Festival of Lights operation provides the resources to maintain and develop festive holiday light displays at Watkins Regional Park for the public to enjoy. In addition to the admission fee, non-perishable food items and new socks are collected and distributed to shelters throughout the County to help those less fortunate.



Prince George's County Parks and Recreation Department - Northern and Southern Recreation and Leisure Services

FY23 ACCOMPLISHMENTS

- Approved over 90% of staff requests for professional development and training that aligned with career goals and interests. Conducted a Regional Manager Summit to strengthen their role as ambassadors for their respective regions, with a focus on community outreach. strengthened staffs' fiscal accountability by developing new Facility Internal Controls. Staff were trained and new controls were implemented to ensure sound fiscal best practices. Implemented the two divisions restructure. Developed new administrative procedures that aligned processes in both divisions.
- Summer playgrounds were held this summer, both in person and virtually, after suspending the program for two seasons due to COVID-19. Reopened all our community centers that were closed in FY22 due to COVID-19. This included hiring and training new staff to fill vacant positions.
- Continued to see an increase in attendance for special events. Served a record number of cars at the Department's annual Festival of Lights.
- Upgraded many centers which included gymnasium renovations adding motorized adjustable basketball backboards which will allow centers increased program opportunities.
- Partnered with Feed the Fridge to create a walk-up outside refrigerator at Glassmanor Community Center with full course lunch and dinner meals (catered by local restaurants) for free for the community.
- Over 5,000 Grab and Go meals were distributed to youth and over 2,000 to seniors.
- Over 39,000 home test kits and masks were distributed at community centers to County residents.
- Hosted the grand opening of the Music Recording Studio at Southern Regional Technology and Recreation Complex.
- Built two Kaboom! Playgrounds were built at Bladensburg and Suitland Community Centers.

FY24 BUDGET PRIORITIES

- Target performance measures in attendance, revenue and programming that will include: increasing summer camp offerings and revenue, increasing volunteer hours, increasing the program delivery rate as well as the program utilization, and increasing attendance and revenue from special events. These will be outlined in a separate performance measure document.



**Prince George’s County
Parks and Recreation Department - Northern and Southern Recreation
and Leisure Services**

BUDGET AT A GLANCE

Summary of Northern Recreation and Leisure Services Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$11,871,249	\$13,121,235	10.5%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	73.0	81.0	6.2%
	Funded Workyears	229.5	222.7	-3.0%

Summary of Southern Recreation and Leisure Services Division Budget

		FY23 Adjusted Adopted	FY24 Proposed	% Change
Budget				
<i>Recreation Fund</i>				
	Expenditures	\$12,397,432	\$13,421,470	8.3%
Staffing				
<i>Recreation Fund</i>				
	Funded Career Positions	64.0	64.0	0.8%
	Funded Workyears	234.7	234.7	0.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added eight (8) career part-time childcare positions in Northern Recreation Leisure Services.
- Transfer \$30k to Office Services
- Increased Supplies and Other Services and Charges to support senior programs, community engagement, teen programs, facility routine maintenance and staff development.
- Increased Capital Outlay to support community centers maintenance and updates.



Prince George's County Parks and Recreation Department - Northern and Southern Recreation and Leisure Services

GOALS AND PERFORMANCE MEASURES

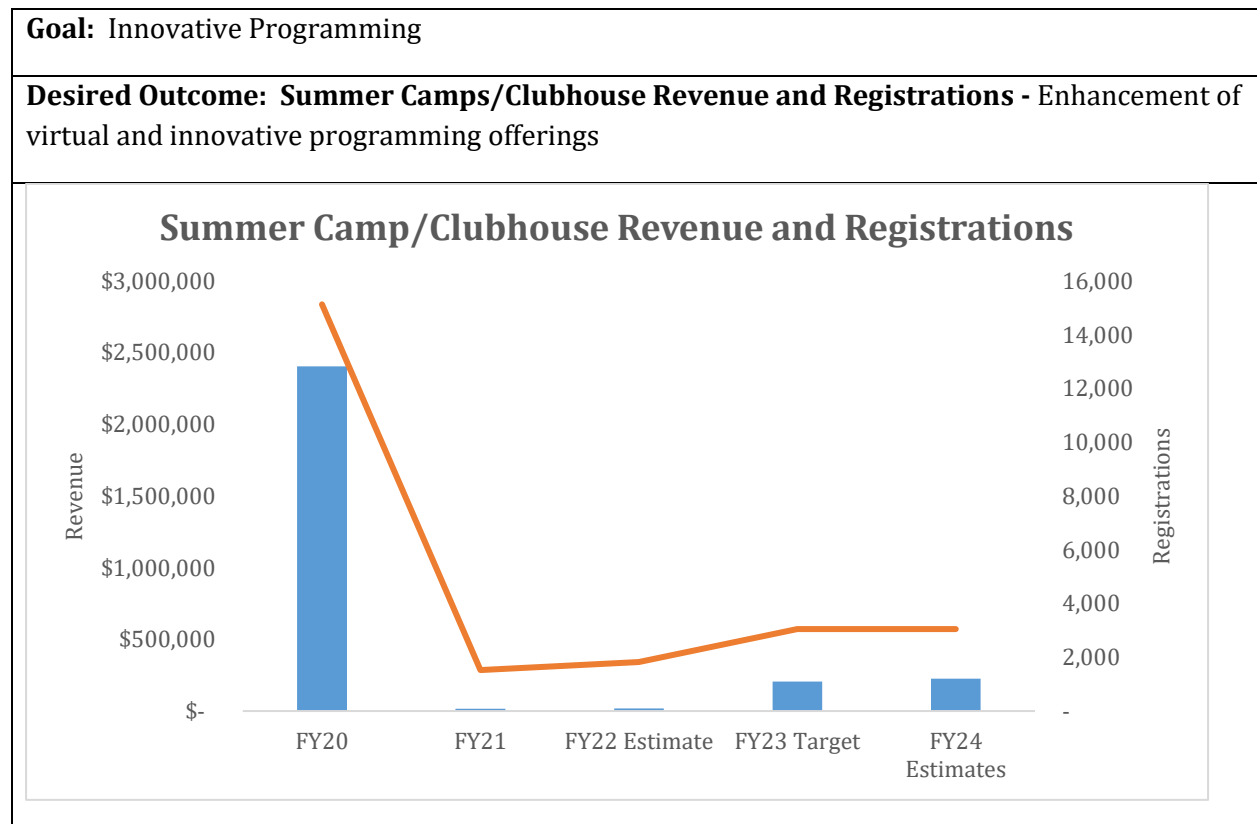
Northern and Southern Recreation & Leisure Services

Outcome Objective: The newly realigned Northern and Southern Recreation and Leisure Services aim to provide safe, clean, and aesthetically pleasing parks, facilities, and playground equipment as well as, affordable and enjoyable opportunities for participation in specialized leisure activities, co-sponsored or cooperative activities and events using volunteers and partnerships. The divisions also provide access and/or accommodation in full compliance with ADA for persons with disabilities.

Impact Objective: It is the goal of Recreation and Leisure Services is to provide, maintain, and preserve a comprehensive park and recreation system of programs, facilities, and services to the residents of Prince George's County to meet the expressed needs and demands of the public in a safe, secure, inclusive, and fulfilling environment.

MISSION

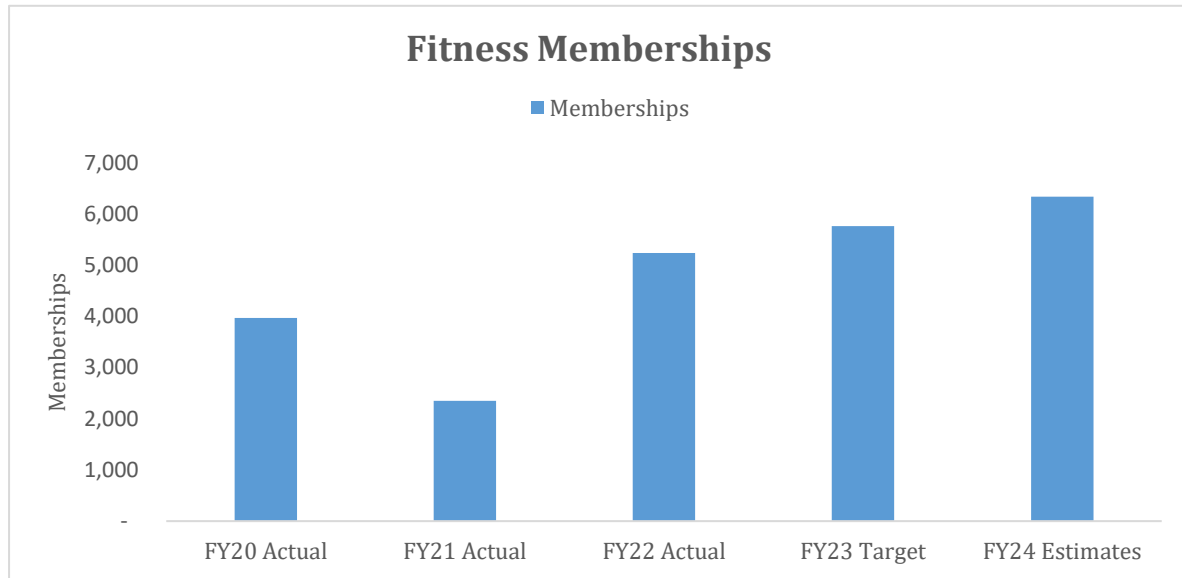
The mission of Recreation and Leisure Services is to provide, in partnership with residents, comprehensive and high-quality park and recreation programs, facilities, and services that respond to the communities' changing needs. Recreation and Leisure Services also strives to preserve, enhance, and protect open spaces to enrich the quality of life for present and future generations in a safe, secure environment.



**Prince George's County
Parks and Recreation Department - Northern and Southern Recreation
and Leisure Services**

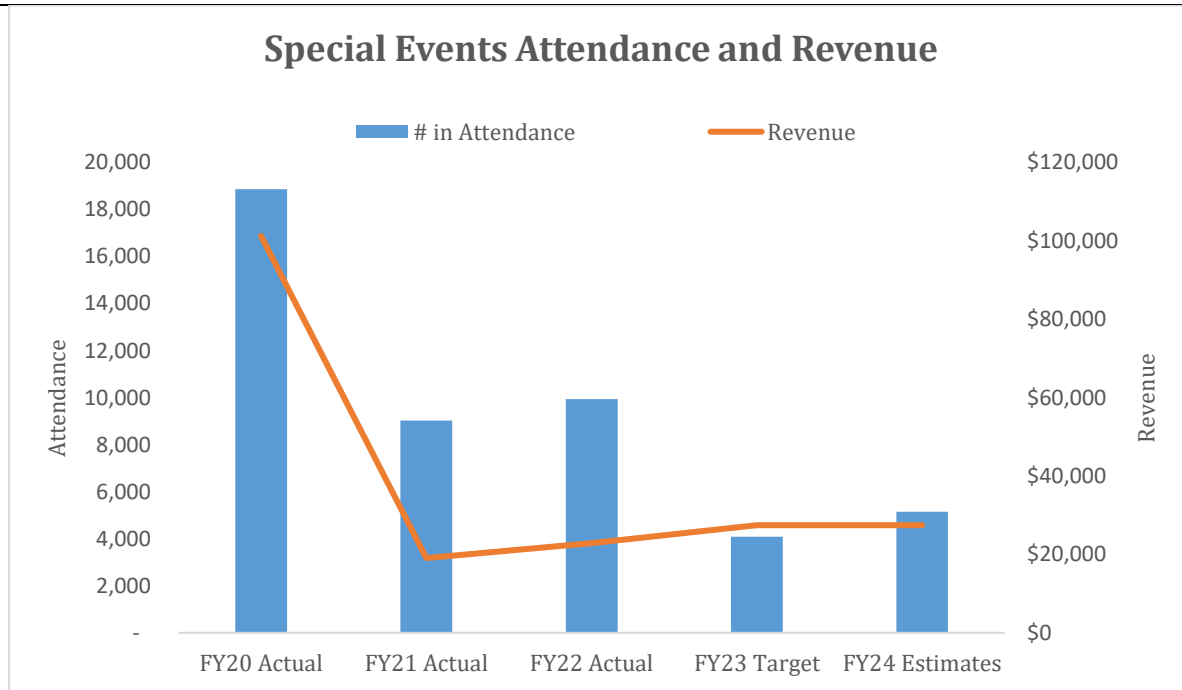
Goal: Park and Recreation Operations

Desired Outcome: Fitness Memberships – Support our Diverse Park and Recreation Programs



Goal: Innovative Programming

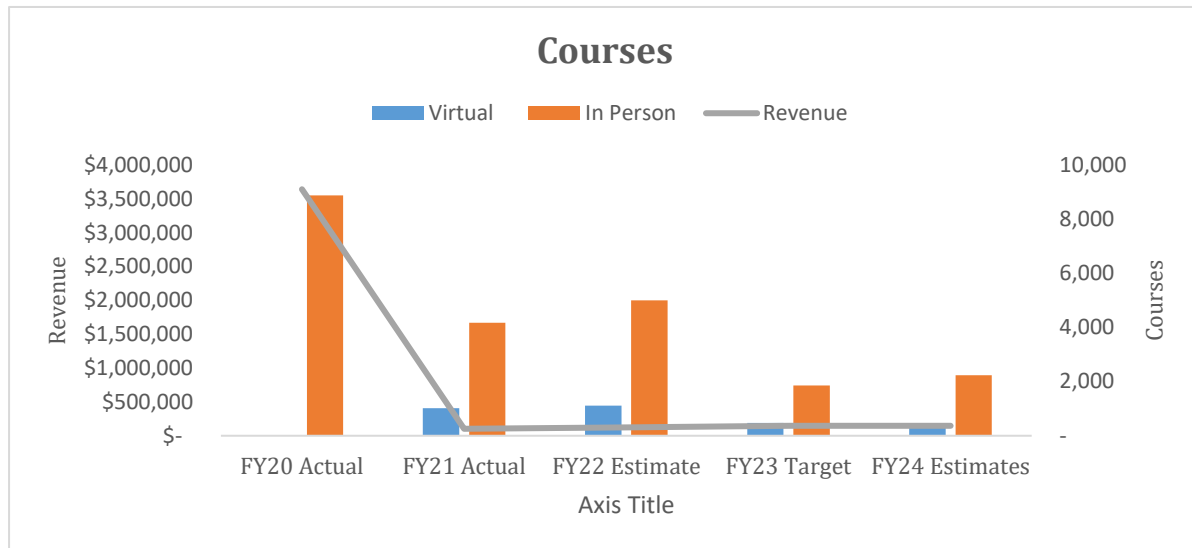
Desired Outcome: Special Events Attendance and Revenue - Enhancement of virtual and innovative programming offerings



**Prince George's County
Parks and Recreation Department - Northern and Southern Recreation
and Leisure Services**

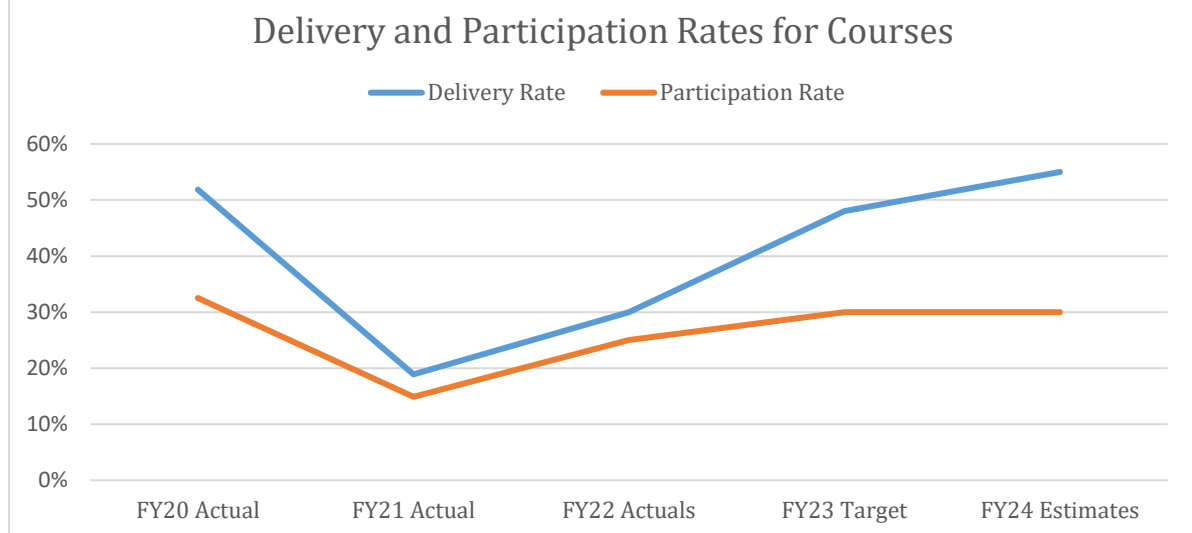
Goal: Innovative Programming

Desired Outcome: - Virtual and In Person Courses and Revenue - Enhancement of virtual and innovative programming offerings



Goal: Innovative Programming

Desired Outcome: Delivery and Participation Rates for Courses - Enhancement of virtual and innovative programming offerings



*Delivery Rate was calculated by looking at all active and cancelled courses only. Active courses divided by total courses (active + cancelled)

*Participation rate was calculated by looking at enrolled vs max capacity of active courses



Prince George's County Parks and Recreation Department - Non-Departmental, Other and Transfers

OVERVIEW

This section accounts for those items that are included in the Park Fund's and Recreation Fund's budget but are not allocated to specific divisions:

- Other Post-Employment Benefits (OPEB),
- Compensation increases (compensation marker for each fund, as well as marker for potential position reclassifications),
- Inter-fund transfers,
- Legislatively mandated activities including transfers to the County government and funding support to specific County programs, community groups and municipalities, and
- Reserve accounts.

BUDGET AT A GLANCE

Summary of Non-Departmental, Transfers, and Other Budget

Budget	FY23 Adjusted Adopted	FY24 Proposed	% Change
<i>Park Fund</i>			
OPEB Prefunding	\$ 2,999,119	\$ 2,763,794	-7.8%
OPEB PayGo	3,980,440	4,177,347	4.9%
Marker for Changes to Employee Comp.	195,203	5,075,208	2500.0%
Marker for Possible Reclassifications	660,780	660,780	0.0%
Marker for Minimum Wage Impact for Seasonal	545,681	-	-100.0%
Other Personnel	75,314	50,398	-33.1%
Bank Fees	-	44,000	-
Legislative Project Charges	676,800	676,800	0.0%
Transfer to Capital Projects Fund	31,350,000	15,750,000	-49.8%
Transfer to Debt Service Fund	14,286,878	14,271,253	-0.1%
Transfer to Largo HQ Building Fund	59,500,000	-	-100.0%
Operating Expenditure Reserve @ 5%	7,046,300	7,660,100	8.7%
Park Fund Total	\$ 121,316,515	\$ 51,129,680	-57.9%
<i>Recreation Fund</i>			
OPEB Prefunding	\$ 1,253,308	\$ 1,120,545	-10.6%
OPEB PayGo	1,663,395	1,693,653	1.8%
Marker for Changes to Employee Comp.	89,921	2,083,384	2216.9%
Marker for Possible Reclassifications	297,300	297,300	0.0%
Marker for Minimum Wage Impact for Seasonal	1,906,819	-	-100.0%
Other Personnel	96,570	20,639	-78.6%
Bank Fees	-	28,000	-
Legislative Project Charges	3,246,350	3,246,350	0.0%
Other Classifications	1,500,000	-	-100.0%
Capital Outlay	35,000,000	-	-100.0%
Transfer to Enterprise Fund	7,230,310	6,811,828	-5.8%
Transfer to Capital Projects Fund	10,000,000	10,000,000	0.0%
Transfer to Largo HQ Building Fund	25,500,000	-	-100.0%
Operating Expenditure Reserve @ 5%	6,575,900	4,869,700	-25.9%
Recreation Fund Total	\$ 94,359,873	\$ 30,171,399	-68.0%
TOTAL EXPENDITURES	\$ 215,676,388	\$ 81,301,079	-62.3%



Prince George's County Parks and Recreation Department - Non-Departmental, Other and Transfers

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added compensation funding for wage adjustments for Park Fund of \$5,735,988 (subject to negotiations).
- Added compensation funding for wage adjustments for Recreation Fund of \$2,380,684 (subject to negotiations).
- Decreased OPEB Pre-funding and OPEB PayGo in the Park Fund by \$38,418 and decreased the same by \$102,505 in the Recreation Fund.
- Decreased transfer to Debt Service Fund by \$15,625 in the Park Fund.
- Decreased the PayGo transfer to Capital Projects Fund by (\$15,600,000) in the Park Fund.
- No change to PayGo transfer to Capital Projects Fund from the Recreation Fund.
- Decreased the Enterprise Fund Subsidy in the Recreation Fund by (\$418,482).
- Decrease for transfer to Largo HQ Building by \$59,500,000 in the Park Fund and \$25,500,000 in the Recreation Fund.



Prince George's County Parks and Recreation Department - Non-Departmental, Other and Transfers

Name of Project Charge	Fund	Department	FY23 Adopted Allocation	FY24 Proposed Allocation
City of Bowie, Allen Pond Maintenance	Park	Parks and Rec.	115,000	115,000
Huntington City Community Development Corporation	Park	Parks and Rec.	112,500	112,500
Patuxent River 4-H Center Foundation, Inc.	Park	Parks and Rec.	34,300	34,300
Town of Forest Heights (Community Maintenance and Beautification)	Park	Parks and Rec.	100,000	100,000
Earth Reports, Inc. (DBA Patuxent Riverkeepers)	Park	Parks and Rec.	15,000	15,000
PGCC - Park Police/Security/Pool	Park	Parks and Rec.	300,000	300,000
100 Black Men of Prince George's County, Inc.	Rec.	Parks and Rec.	25,000	25,000
World Arts Focus, Inc	Rec.	Parks and Rec.	98,000	98,000
Allentown Boys' and Girls' Club, Inc.	Rec.	Parks and Rec.	10,000	10,000
Anacostia Trails Heritage Area, Inc.	Rec.	Parks and Rec.	60,000	60,000
Anacostia Watershed Society, Inc.	Rec.	Parks and Rec.	50,000	50,000
Art Works Studio School, Inc.	Rec.	Parks and Rec.	35,000	35,000
Beltsville-Adelphi Boys and Girls Club, Inc.	Rec.	Parks and Rec.	15,000	15,000
Camp Springs Boys' and Girls' Club, Inc.	Rec.	Parks and Rec.	30,000	30,000
Cherry Lane Boxing and Youth Fitness, Inc.	Rec.	Parks and Rec.	10,000	10,000
City of College Park - Recreational Programming	Rec.	Parks and Rec.	50,000	50,000
City of College Park, Youth & Family Services	Rec.	Parks and Rec.	30,000	30,000
City of Greenbelt, After School Arts	Rec.	Parks and Rec.	15,000	15,000
City of Greenbelt, Recreation Services	Rec.	Parks and Rec.	70,000	70,000
City of Greenbelt, Therapeutic Program	Rec.	Parks and Rec.	15,000	15,000
City of Hyattsville (Recreation Services)	Rec.	Parks and Rec.	19,000	19,000
City of Laurel Parks Department	Rec.	Parks and Rec.	10,000	10,000
City of Laurel Senior Services	Rec.	Parks and Rec.	55,000	55,000
City of Laurel, Anderson & Murphy CC	Rec.	Parks and Rec.	22,000	22,000
Clinton Boys and Girls Club, Inc.	Rec.	Parks and Rec.	10,000	10,000
Coalition For African Americans In The Performing Arts Incorporated	Rec.	Parks and Rec.	20,000	20,000
College Park Arts Exchange, Inc	Rec.	Parks and Rec.	5,000	5,000
The Conservancy of Broad Creek, Inc.	Rec.	Parks and Rec.	50,000	50,000
The Denney House, Inc.	Rec.	Parks and Rec.	50,000	50,000
District Heights Boys & Girls Club, Inc.	Rec.	Parks and Rec.	50,000	50,000
Forestville Boys and Girls Club of Prince George's County Maryland, Inc.	Rec.	Parks and Rec.	50,000	50,000
Fort Washington Area Recreation Council, Inc.	Rec.	Parks and Rec.	15,000	15,000
Fort Washington Pool Association, Inc.	Rec.	Parks and Rec.	10,000	10,000
Gateway Community Development Corporation	Rec.	Parks and Rec.	45,000	45,000
G-I-R-L-S-Inc.	Rec.	Parks and Rec.	20,000	20,000
Girl Scout Council of the Nation's Capital	Rec.	Parks and Rec.	10,000	10,000
Glenarden-Ardmore Boys and Girls Club, Inc.	Rec.	Parks and Rec.	20,000	20,000
Glenarden Track Club, Inc.	Rec.	Parks and Rec.	20,000	20,000
The Global Air Drone Academy, Inc.	Rec.	Parks and Rec.	15,000	15,000
Greater Laurel United Soccer Club, Inc.	Rec.	Parks and Rec.	5,000	5,000
Greenbelt Aquatics & Fitness Center	Rec.	Parks and Rec.	110,000	110,000
Greenbelt Community Center	Rec.	Parks and Rec.	50,000	50,000
Huntington City Community Development Corporation	Rec.	Parks and Rec.	15,000	15,000
The Ivy Community Charities of Prince George's County, Inc.	Rec.	Parks and Rec.	10,000	10,000
Junior Achievement of Greater Washington	Rec.	Parks and Rec.	20,000	20,000
Kentland Boxing Association Inc.	Rec.	Parks and Rec.	5,000	5,000
Kettering-Largo- Mitchellville Boys & Girls Club, Inc.	Rec.	Parks and Rec.	30,000	30,000
Lake Arbor Foundation, Inc.	Rec.	Parks and Rec.	175,000	175,000
Lanham Boys and Girls Club	Rec.	Parks and Rec.	25,000	25,000
Latin American Youth Center, Inc.	Rec.	Parks and Rec.	40,000	40,000
Laurel Boys & Girls Club, Inc.	Rec.	Parks and Rec.	55,000	55,000
Laurel Historical Society, Inc.	Rec.	Parks and Rec.	30000	30000
Laurel Little League, Inc.	Rec.	Parks and Rec.	5,000	5,000
West Laurel Football Association, Inc. (dba Laurel Stallions)	Rec.	Parks and Rec.	5,000	5,000
Make Smart Cool	Rec.	Parks and Rec.	20,000	20,000
Making a New United People, Inc.	Rec.	Parks and Rec.	25,000	25,000
Maryland Buccaneers Youth Club Co	Rec.	Parks and Rec.	10,000	10,000
Marlboro Boys' and Girls' Club, Inc	Rec.	Parks and Rec.	10,000	10,000
Mentoring Through Athletics Inc.	Rec.	Parks and Rec.	30,000	30,000
Millwood-Waterford Citizens Association, Inc.	Rec.	Parks and Rec.	10,000	10,000
One Love Life Center, Inc.	Rec.	Parks and Rec.	50,000	50,000
Oxon Hill Boys and Girls Club, Inc.	Rec.	Parks and Rec.	10,000	10,000
Oxon Hill High School Instrumental Music Department Boosters, Inc.	Rec.	Parks and Rec.	15,000	15,000
Oxon Hill Recreation Club Inc.	Rec.	Parks and Rec.	15,000	15,000
Palmer Park/Landover Boys and Girls, Inc.	Rec.	Parks and Rec.	20,000	20,000
Palmer Park Smash Corporation	Rec.	Parks and Rec.	10,000	10,000
PGCC - Outreach, Facilities, etc.	Rec.	Parks and Rec.	300,000	300,000
PGCC Team Builders Program	Rec.	Parks and Rec.	100,000	100,000
Pi Upsilon Lambda Charitable Foundation In	Rec.	Parks and Rec.	3,750	3,750
Prince George's African-American Museum and Cultural Center at North Brentwood, Inc.	Rec.	Parks and Rec.	25,000	25,000
Prince George's Arts and Humanities Council, Inc.	Rec.	Parks and Rec.	120,000	120,000
Prince George's Philharmonic, Inc.	Rec.	Parks and Rec.	100,000	100,000
Prince George's Pride Lacrosse, Inc.	Rec.	Parks and Rec.	25,000	25,000
Prince George's Tennis and Education Foundation, Inc.	Rec.	Parks and Rec.	30,000	30,000
Prince George's Youth Lacrosse	Rec.	Parks and Rec.	30,000	30,000
Pyramid Atlantic Inc.	Rec.	Parks and Rec.	30,000	30,000
SAFEO Incorporated A/K/A Student Athletes For Educational Opportunities	Rec.	Parks and Rec.	20,000	20,000
Theresa Banks Swim Club, Inc.	Rec.	Parks and Rec.	20,000	20,000
The Town of Forest Heights (Youth and Community Programming)	Rec.	Parks and Rec.	100,000	100,000
The Training Source, Inc.	Rec.	Parks and Rec.	85,000	85,000
University of Maryland Cooperative Extension Service (4H)	Rec.	Parks and Rec.	208,600	208,600
West Laurel Swim Club, Incorporated	Rec.	Parks and Rec.	50,000	50,000
White Rose Foundation, Inc.	Rec.	Parks and Rec.	10,000	10,000
World Wide Community, Inc.	Rec.	Parks and Rec.	25,000	25,000
In Reach, Incorporated	Rec.	Parks and Rec.	50,000	50,000
Youth Services Programming, City of Laurel	Rec.	Parks and Rec.	30,000	30,000
End Time Harvest Ministries, Inc.	Rec.	Parks and Rec.	100,000	100,000
Total Project Charges			\$ 3,953,150	\$ 3,953,150



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY PARK FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Office of the Director					
Personnel Services	3,142,512	3,411,910	3,411,910	3,648,019	6.9%
Supplies and Materials	44,666	36,900	36,900	36,900	0.0%
Other Services and Charges	127,027	220,861	220,861	220,861	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	3,314,205	3,669,671	3,669,671	3,905,780	6.4%
Park Police					
Personnel Services	18,197,499	21,004,370	21,004,370	21,853,424	4.0%
Supplies and Materials	892,846	887,900	887,900	887,900	0.0%
Other Services and Charges	742,084	1,059,200	1,059,200	1,059,200	0.0%
Capital Outlay	2,261,414	100,200	100,200	1,060,200	958.1%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	22,093,843	23,051,670	23,051,670	24,860,724	7.8%
Support Services					
Personnel Services	166,950	168,000	168,000	136,600	-18.7%
Supplies and Materials	208,818	539,300	539,300	519,300	-3.7%
Other Services and Charges	9,282,413	9,728,027	9,728,027	9,728,027	0.0%
Capital Outlay	1,001,104	854,000	854,000	1,054,000	23.4%
Other Classifications	-	-	-	-	-
Chargebacks	1,771,168	1,525,455	1,525,455	1,525,455	0.0%
Total	12,430,453	12,814,782	12,814,782	12,963,382	1.2%
Administration and Development - Deputy Director					
Personnel Services	830,094	1,093,234	1,093,234	1,190,573	8.9%
Supplies and Materials	2,365	18,900	18,900	18,900	0.0%
Other Services and Charges	13,022	88,800	88,800	88,800	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	845,481	1,200,934	1,200,934	1,298,273	8.1%
Management Services					
Personnel Services	4,783,808	4,966,133	4,966,133	5,169,182	4.1%
Supplies and Materials	152,467	318,400	318,400	343,400	7.9%
Other Services and Charges	1,105,356	1,293,560	1,293,560	1,348,560	4.3%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	6,041,631	6,578,093	6,578,093	6,861,142	4.3%



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY PARK FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Information Technology Services					
Personnel Services	3,587,067	3,682,343	3,682,343	3,923,831	6.6%
Supplies and Materials	853,964	1,444,000	1,444,000	1,444,000	0.0%
Other Services and Charges	1,248,849	1,242,500	1,242,500	1,242,500	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	5,689,880	6,368,843	6,368,843	6,610,331	3.8%
Capital Planning and Development					
Personnel Services	6,852,136	6,127,580	6,127,580	6,271,360	2.3%
Supplies and Materials	13,588	47,600	47,600	27,600	-42.0%
Other Services and Charges	1,382,619	1,063,865	1,063,865	919,242	-13.6%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	8,248,343	7,239,045	7,239,045	7,218,202	-0.3%
Public Affairs and Community Engagement					
Personnel Services	1,654,538	2,495,913	2,495,913	2,881,179	15.4%
Supplies and Materials	119,927	48,400	48,400	173,400	258.3%
Other Services and Charges	285,392	562,881	562,881	687,881	22.2%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	2,059,857	3,107,194	3,107,194	3,742,460	20.4%
Land Management & Envir. Stewardship					
Personnel Services	-	2,785,980	2,785,980	2,916,429	4.7%
Supplies and Materials	-	-	-	20,000	-
Other Services and Charges	-	-	-	156,623	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	-	2,785,980	2,785,980	3,093,052	11.0%
Facility Services					
Personnel Services	15,385,230	15,247,192	15,247,192	15,484,877	1.6%
Supplies and Materials	4,624,172	4,280,200	4,280,200	4,287,200	0.2%
Other Services and Charges	11,596,740	8,499,600	8,499,600	9,497,600	11.7%
Capital Outlay	1,515,469	539,700	539,700	539,700	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	33,121,611	28,566,692	28,566,692	29,809,377	4.4%



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY PARK FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Natural and Historic Resources					
Personnel Services	7,515,829	7,805,609	7,805,609	8,337,693	6.8%
Supplies and Materials	549,832	577,400	577,400	627,400	8.7%
Other Services and Charges	1,738,691	1,116,600	1,116,600	1,166,600	4.5%
Capital Outlay	190,056	62,000	62,000	62,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	9,994,408	9,561,609	9,561,609	10,193,693	6.6%
Northern Region Parks Division					
Personnel Services	7,712,856	11,574,527	11,574,527	11,896,694	2.8%
Supplies and Materials	811,048	868,200	868,200	1,248,800	43.8%
Other Services and Charges	542,072	640,660	640,660	710,660	10.9%
Capital Outlay	712,325	211,500	211,500	361,500	70.9%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	9,778,301	13,294,887	13,294,887	14,217,654	6.9%
Southern Region Parks Division					
Personnel Services	8,602,490	9,914,880	9,914,880	10,501,630	5.9%
Supplies and Materials	648,391	885,880	885,880	1,218,580	37.6%
Other Services and Charges	561,097	783,785	783,785	1,133,785	44.7%
Capital Outlay	593,647	211,500	211,500	411,500	94.6%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	10,405,625	11,796,045	11,796,045	13,265,495	12.5%
Arts and Cultural Heritage					
Personnel Services	1,263,344	1,310,848	1,310,848	1,268,623	-3.2%
Supplies and Materials	210,691	233,795	233,795	233,795	0.0%
Other Services and Charges	219,703	211,985	211,985	211,985	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	1,693,738	1,756,628	1,756,628	1,714,403	-2.4%
Non-departmental					
Personnel Services	6,233,869	8,456,537	8,456,537	12,727,527	50.5%
Salary Adjustment Marker	-	1,401,664	1,401,664	5,735,988	309.2%
Salary Lapse	-	-	-	-	-
Other Personnel	-	75,314	75,314	50,398	-33.1%
OPEB PreFunding	2,198,523	2,999,119	2,999,119	2,763,794	-7.8%
OPEB Paygo	4,035,346	3,980,440	3,980,440	4,177,347	4.9%
Supplies and Materials	10,330	-	-	-	-
Other Services and Charges	350,873	676,800	676,800	720,800	6.5%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	6,595,072	9,133,337	9,133,337	13,448,327	47.2%



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY PARK FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Grants					
Personnel Services	6,368	-	-	-	-
Supplies and Materials	2,301	-	-	-	-
Other Services and Charges	3,750	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	<u>12,419</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Uses/Transfers Out					
Capital Projects Funds	28,550,000	31,350,000	31,350,000	15,750,000	-49.8%
Debt Service Fund	10,559,220	14,286,878	14,286,878	14,271,253	-0.1%
Enterprise Fund	-	-	-	-	-
Largo HQ Bldg Fund	-	59,500,000	59,500,000	-	-100.0%
Total	<u>39,109,220</u>	<u>105,136,878</u>	<u>105,136,878</u>	<u>30,021,253</u>	<u>-71.4%</u>
Budgetary Reserve	6,615,600	7,046,300	7,046,300	7,660,100	8.7%
Fund Total	<u>178,049,687</u>	<u>253,108,588</u>	<u>253,108,588</u>	<u>190,883,648</u>	<u>-24.6%</u>
Total Park Fund					
Personnel Services	85,934,590	100,045,056	100,045,056	108,207,641	8.2%
Supplies and Materials	9,145,406	10,186,875	10,186,875	11,087,175	8.8%
Other Services and Charges	29,199,688	27,189,124	27,189,124	28,893,124	6.3%
Capital Outlay	6,274,015	1,978,900	1,978,900	3,488,900	76.3%
Other Classifications	-	-	-	-	-
Chargebacks	1,771,168	1,525,455	1,525,455	1,525,455	0.0%
Subtotal Park Fund	<u>132,324,867</u>	<u>140,925,410</u>	<u>140,925,410</u>	<u>153,202,295</u>	<u>8.7%</u>
Transfers Out	39,109,220	105,136,878	105,136,878	30,021,253	-71.4%
Budgetary Reserve	6,615,600	7,046,300	7,046,300	7,660,100	8.7%
Total Park Fund	<u>178,049,687</u>	<u>253,108,588</u>	<u>253,108,588</u>	<u>190,883,648</u>	<u>-24.6%</u>



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY RECREATION FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Public Affairs and Community Engagement					
Personnel Services	477,450	651,515	651,515	523,984	-19.6%
Supplies and Materials	87,412	28,600	28,600	428,600	1398.6%
Other Services and Charges	411,090	578,864	578,864	178,864	-69.1%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	975,952	1,258,979	1,258,979	1,131,448	-10.1%
Facility Services					
Personnel Services	235,905	316,109	316,109	310,706	-1.7%
Supplies and Materials	158,457	178,303	178,303	178,303	0.0%
Other Services and Charges	950,596	730,530	730,530	730,530	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	1,344,958	1,224,942	1,224,942	1,219,539	-0.4%
Parks and Facilities Management - Deputy Director					
Personnel Services	432,782	455,292	455,292	434,500	-4.6%
Supplies and Materials	25,105	128,900	128,900	128,900	0.0%
Other Services and Charges	201,011	71,500	71,500	71,500	0.0%
Capital Outlay	48,701	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	707,599	655,692	655,692	634,900	-3.2%
Support Services					
Personnel Services	162,663	99,000	99,000	79,600	-19.6%
Supplies and Materials	126,716	243,800	243,800	243,800	0.0%
Other Services and Charges	8,000,296	8,835,378	8,835,378	8,835,378	0.0%
Capital Outlay	433,425	446,000	446,000	446,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	451,644	602,378	602,378	602,378	0.0%
Total	9,174,744	10,226,556	10,226,556	10,207,156	-0.2%
Aquatics and Athletic Facilities					
Personnel Services	8,816,330	15,085,477	15,085,477	15,087,776	0.0%
Supplies and Materials	595,815	1,240,993	1,240,993	1,240,993	0.0%
Other Services and Charges	712,318	1,430,355	1,430,355	1,430,355	0.0%
Capital Outlay	45,603	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	10,170,066	17,756,825	17,756,825	17,759,124	0.0%



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY RECREATION FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Youth and Countywide Sports					
Personnel Services	3,263,279	2,610,160	2,610,160	2,879,990	10.3%
Supplies and Materials	257,769	416,650	416,650	451,650	8.4%
Other Services and Charges	834,832	537,900	537,900	557,800	3.7%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	4,355,880	3,564,710	3,564,710	3,889,440	9.1%
Natural and Historic Resources					
Personnel Services	1,283,778	1,287,436	1,287,436	1,331,728	3.4%
Supplies and Materials	78,486	159,200	159,200	159,200	0.0%
Other Services and Charges	299,152	217,100	217,100	217,100	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	1,661,416	1,663,736	1,663,736	1,708,028	2.7%
Arts and Cultural Heritage					
Personnel Services	2,999,761	3,587,503	3,587,503	3,875,848	8.0%
Supplies and Materials	177,772	295,228	295,228	295,228	0.0%
Other Services and Charges	632,109	834,657	834,657	834,657	0.0%
Capital Outlay	181,527	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	3,991,169	4,717,388	4,717,388	5,005,733	6.1%
Recreation and Leisure Services - Deputy Director					
Personnel Services	386,461	497,996	497,996	471,231	-5.4%
Supplies and Materials	12,644	5,000	5,000	5,000	0.0%
Other Services and Charges	5,645	38,700	38,700	38,700	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	404,750	541,696	541,696	514,931	-4.9%
Special Programs					
Personnel Services	6,651,329	11,537,955	11,537,955	11,661,608	1.1%
Supplies and Materials	589,854	727,060	727,060	727,060	0.0%
Other Services and Charges	510,664	1,090,750	1,090,750	1,090,750	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	7,751,847	13,355,765	13,355,765	13,479,418	0.9%



Prince George's County Parks and Recreation Department - Summary of Division Budgets

PRINCE GEORGE'S COUNTY RECREATION FUND Expenditures by Division by Type PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Northern Recreation and Leisure Services					
Personnel Services	5,884,573	10,597,303	10,597,303	11,328,289	6.9%
Supplies and Materials	468,054	585,375	585,375	654,375	11.8%
Other Services and Charges	287,400	664,571	664,571	1,074,571	61.7%
Capital Outlay	-	24,000	24,000	64,000	166.7%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	6,640,027	11,871,249	11,871,249	13,121,235	10.5%
Central Area Operations					
Personnel Services	5,957,288	-	-	-	-
Supplies and Materials	381,860	-	-	-	-
Other Services and Charges	270,711	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	6,609,859	-	-	-	-
Southern Recreation and Leisure Services					
Personnel Services	6,969,948	9,959,255	9,959,255	10,089,796	1.3%
Supplies and Materials	1,120,702	1,259,627	1,259,627	1,581,411	25.5%
Other Services and Charges	746,767	858,550	858,550	1,108,550	29.1%
Capital Outlay	98,940	320,000	320,000	641,713	100.5%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	8,936,357	12,397,432	12,397,432	13,421,470	8.3%
Non-Departmental					
Personnel Services	2,404,162	5,307,313	5,307,313	5,215,521	-1.7%
Salary Adjustment Marker	-	2,294,040	2,294,040	2,380,684	3.8%
Other Personnel	-	96,570	96,570	20,639	-78.6%
OPEB PreFunding	847,885	1,253,308	1,253,308	1,120,545	-10.6%
OPEB Paygo	1,556,277	1,663,395	1,663,395	1,693,653	1.8%
Supplies and Materials	(26,585)	-	-	-	-
Other Services and Charges	2,297,982	4,746,350	4,746,350	3,274,350	-31.0%
Capital Outlay	-	35,000,000	35,000,000	-	-100.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	4,675,559	45,053,663	45,053,663	8,489,871	-81.2%
Grants					
Personnel Services	16,272	-	-	-	-
Supplies and Materials	99,139	-	-	-	-
Other Services and Charges	327,042	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total	442,453	-	-	-	-
Other Financing Uses/Transfers Out					
Capital Projects Fund	10,000,000	10,000,000	10,000,000	10,000,000	0.0%
Enterprise Fund	11,022,680	7,230,310	7,230,310	6,811,828	-5.8%
Largo HQ Bldg Fund	-	25,500,000	25,500,000	-	-100.0%
Total	21,022,680	42,730,310	42,730,310	16,811,828	-60.7%
Budgetary Reserve	3,921,100	6,575,900	6,575,900	4,869,700	-25.9%
Fund Total	92,786,416	173,594,843	173,594,843	112,263,821	-35.3%
Total Recreation Fund					
Personnel Services	45,941,981	61,992,314	61,992,314	63,290,577	2.1%
Supplies and Materials	4,153,200	5,268,736	5,268,736	6,094,520	15.7%
Other Services and Charges	16,487,615	20,635,205	20,635,205	19,443,105	-5.8%
Capital Outlay	808,196	35,790,000	35,790,000	1,151,713	-96.8%
Other Classifications	-	-	-	-	-
Chargebacks	451,644	602,378	602,378	602,378	0.0%
Subtotal Recreation Fund	67,842,636	124,288,633	124,288,633	90,582,293	-27.1%
Transfers Out	21,022,680	42,730,310	42,730,310	16,811,828	-60.7%
Budgetary Reserve	3,921,100	6,575,900	6,575,900	4,869,700	-25.9%
Total Recreation Fund	92,786,416	173,594,843	173,594,843	112,263,821	-35.3%



Prince George's County Parks and Recreation Department - Summary of Positions and Workyears

PRINCE GEORGE'S COUNTY POSITIONS/WORKYEARS POSITION DETAIL BY DIVISION BY FUND

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
PARK FUND						
<u>OFFICE OF THE DIRECTOR</u>						
Full-Time Career	25.00	25.00	26.00	26.00	26.00	26.00
Part-Time Career	-	-	-	-	-	-
Career Total	25.00	25.00	26.00	26.00	26.00	26.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	3.01	-	2.15	-	2.15
Subtotal Office of the Director	25.00	28.01	26.00	28.15	26.00	28.15
<u>MANAGEMENT SERVICES</u>						
Full-Time Career	39.00	39.00	41.00	41.00	41.00	41.00
Part-Time Career	-	-	-	-	-	-
Career Total	39.00	39.00	41.00	41.00	41.00	41.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	28.87	-	26.23	-	28.61
Subtotal Management Services	39.00	67.87	41.00	67.23	41.00	69.61
<u>ADMINISTRATION AND DEVELOPMENT</u>						
Full-Time Career	7.00	7.00	7.00	7.00	7.00	7.00
Part-Time Career	-	-	-	-	-	-
Career Total	7.00	7.00	7.00	7.00	7.00	7.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	2.37	-	2.37	-	2.37
Subtotal Administration and Development	7.00	9.37	7.00	9.37	7.00	9.37
<u>PUBLIC AFFAIRS AND COMMUNITY ENGAGEMENT</u>						
Full-Time Career	13.00	13.00	21.00	21.00	23.00	23.00
Part-Time Career	-	-	-	-	-	-
Career Total	13.00	13.00	21.00	21.00	23.00	23.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	13.32	-	15.95	-	15.95
Subtotal Public Affairs and Community Engagement	13.00	26.32	21.00	36.95	23.00	38.95
<u>INFORMATION TECHNOLOGY SERVICES</u>						
Full-Time Career	29.00	29.00	31.00	31.00	31.00	31.00
Part-Time Career	2.00	1.88	2.00	1.88	2.00	1.88
Career Total	31.00	30.88	33.00	32.88	33.00	32.88
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	6.18	-	6.18	-	6.18
Subtotal Information Technology Services	31.00	37.06	33.00	39.06	33.00	39.06
<u>PARK POLICE</u>						
Full-Time Career	167.00	167.00	170.00	170.00	170.00	170.00
Part-Time Career	-	-	-	-	-	-
Career Total	167.00	167.00	170.00	170.00	170.00	170.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	4.93	-	4.93	-	4.93
Subtotal Park Police	167.00	171.93	170.00	174.93	170.00	174.93
<u>CAPITAL PLANNING AND DEVELOPMENT</u>						
Full-Time Career	58.00	58.00	45.00	45.00	45.00	45.00
Part-Time Career	1.00	1.00	-	-	-	-
Career Total	59.00	59.00	45.00	45.00	45.00	45.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	3.80	-	3.80	-	3.80
Subtotal Capital Planning and Development	59.00	62.80	45.00	48.80	45.00	48.80
<u>LAND MANAGEMENT & ENV. STEWARDSHIP</u>						
Full-Time Career	-	-	20.00	20.00	21.00	21.00
Part-Time Career	-	-	1.00	1.00	-	-
Career Total	-	-	21.00	21.00	21.00	21.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Subtotal Land Management & Env. Stewardship	-	-	21.00	21.00	21.00	21.00



Prince George's County Parks and Recreation Department - Summary of Positions and Workyears

PRINCE GEORGE'S COUNTY POSITIONS/WORKYEARS POSITION DETAIL BY DIVISION BY FUND

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>PARKS AND FACILITIES MANAGEMENT</u>						
Full-Time Career	251.00	251.00	479.00	479.00	490.00	490.00
Part-Time Career	3.00	2.65	3.00	2.64	3.00	2.34
Career Total	254.00	253.65	482.00	481.64	493.00	492.34
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	90.08	-	160.82	-	185.52
Subtotal Parks and Facilities Management	254.00	343.73	482.00	642.46	493.00	677.86
<u>RECREATION AND LEISURE SERVICES</u>						
Full-Time Career	221.00	221.00	-	-	-	-
Part-Time Career	-	-	-	-	-	-
Career Total	221.00	221.00	-	-	-	-
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	65.30	-	-	-	-
Subtotal Recreation and Leisure Services	221.00	286.30	-	-	-	-
<u>TOTAL PARK FUND POSITIONS/WORKYEARS</u>						
Full-Time Career	810.00	810.00	840.00	840.00	854.00	854.00
Part-Time Career	6.00	5.53	6.00	5.52	5.00	4.22
Career Total	816.00	815.53	846.00	845.52	859.00	858.22
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	217.86	-	222.43	-	249.51
Grand Total Park Fund	816.00	1,033.39	846.00	1,067.95	859.00	1,107.73
<u>RECREATION FUND</u>						
<u>PUBLIC AFFAIRS AND COMMUNITY ENGAGEMENT</u>						
Full-Time Career	4.00	4.00	5.00	5.00	4.00	4.00
Part-Time Career	-	-	-	-	-	-
Career Total	4.00	4.00	5.00	5.00	4.00	4.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	3.70	-	3.66	-	3.66
Subtotal Public Affairs and Community Engagement	4.00	7.70	5.00	8.66	4.00	7.66
<u>PARKS AND FACILITIES MANAGEMENT</u>						
Full-Time Career	106.00	106.00	45.00	45.00	47.00	47.00
Part-Time Career	3.00	2.82	-	-	-	-
Career Total	109.00	108.82	45.00	45.00	47.00	47.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	321.86	-	55.76	-	55.76
Subtotal Parks and Facilities Management	109.00	430.68	45.00	100.76	47.00	102.76
<u>RECREATION AND LEISURE SERVICES</u>						
Full-Time Career	201.00	201.00	290.00	290.00	291.00	291.00
Part-Time Career	-	-	3.00	1.94	12.00	7.44
Career Total	201.00	201.00	293.00	291.94	303.00	298.44
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	516.40	-	874.23	-	867.30
Subtotal Recreation and Leisure Services	201.00	717.40	293.00	1,166.17	303.00	1,165.74
<u>TOTAL RECREATION FUND POSITIONS/WORKYEARS</u>						
Full-Time Career	311.00	311.00	340.00	340.00	342.00	342.00
Part-Time Career	3.00	2.82	3.00	1.94	12.00	7.44
Career Total	314.00	313.82	343.00	341.94	354.00	349.44
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	841.96	-	933.65	-	926.72
Grand Total Recreation Fund	314.00	1,155.78	343.00	1,275.59	354.00	1,276.16
<u>TOTAL PARK AND RECREATION FUNDS POSITIONS/WORKYEARS</u>						
Full-Time Career	1,121.00	1,121.00	1,180.00	1,180.00	1,196.00	1,196.00
Part-Time Career	9.00	8.35	9.00	7.46	17.00	11.66
Career Total	1,130.00	1,129.35	1,189.00	1,187.46	1,213.00	1,207.66
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	1,059.82	-	1,156.08	-	1,176.23
Grand Total Park and Recreation Funds	1,130.00	2,189.17	1,189.00	2,343.54	1,213.00	2,383.89



Prince George's County Parks and Recreation Department - Enterprise Fund

OVERVIEW

The goal of the Enterprise Fund Programs is to provide specialized fee-based recreation facilities and services, managed to control costs to match revenue and/or subsidies and marketed to enhance the County's tourism efforts.

User fees and charges along with merchandise sales and concessions predominately finance Enterprise facilities. These facilities operate to serve specialized recreation needs without unnecessarily taxing those who do not use the services. The Enterprise Fund includes both self-operated facilities and facilities leased to private concessionaires. Examples of self-operated facilities include the Bladensburg Waterfront Park, Tucker Road Ice Rink, Enterprise Golf Course, Cosca Regional Park Tennis Center, Show Place Area and Equestrian Center and other similar amenities. Other classifications in this Fund include chargebacks. The FY24 proposed expenditures total \$13,451,632, a decrease of (\$73,278).

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND Summary of Revenues, Expenses by Fund/Division/Facility PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Revenues and Transfers In:					
Ice Rinks	\$ 1,446,570	\$ 1,280,474	\$ 1,280,474	\$ 1,312,089	2.5%
Golf Courses	3,771,193	3,393,976	3,393,976	3,459,171	1.9%
Regional Park Tennis Bubbles	505,637	610,212	610,212	615,123	0.8%
Show Place Arena / Equestrian Center	3,217,619	3,703,485	3,703,485	4,132,694	11.6%
Trap and Skeet Center	1,345,877	1,711,687	1,711,687	1,694,575	-1.0%
College Park Airport	709,730	624,854	624,854	620,342	-0.7%
Bladensburg Waterfront Park	419,708	372,517	372,517	373,434	0.2%
Enterprise Administration	386,874	1,123,806	1,123,806	899,000	-20.0%
Sports and Learning Complex	6,252,715	-	-	-	-
Enterprise Division	-	703,899	703,899	-	-100.0%
Total Revenues and Transfers In	18,055,923	13,524,910	13,524,910	13,106,428	-3.1%
Expenses and Transfers Out:					
Ice Rinks	183,001	1,280,474	1,280,474	1,336,704	4.4%
Golf Courses	3,813,410	3,393,976	3,393,976	3,582,241	5.5%
Regional Park Tennis Bubbles	655,786	610,212	610,212	631,533	3.5%
Show Place Arena / Equestrian Center	3,760,964	3,703,485	3,703,485	3,784,916	2.2%
Trap and Skeet Center	1,123,820	1,711,687	1,711,687	1,727,394	0.9%
College Park Airport	626,336	624,854	624,854	636,752	1.9%
Bladensburg Waterfront Park	842,671	372,517	372,517	381,639	2.4%
Enterprise Administration	604,632	1,123,806	1,123,806	1,264,619	12.5%
Sports and Learning Complex	7,271,222	-	-	-	-
Enterprise Division	-	703,899	703,899	105,834	-85.0%
Total Expenses and Transfers Out	\$ 18,881,842	\$ 13,524,910	\$ 13,524,910	\$ 13,451,632	-0.5%



Prince George's County Parks and Recreation Department - Ice Rinks

OVERVIEW

This program operates and maintains the Tucker Road Ice Rink and the Herbert Wells Ice Rink. Herbert Wells Ice Rink is a covered outdoor rink operating from late October through late March. The Tucker Road Ice Rink is a fully enclosed year-round facility. Both facilities are National Hockey League (NHL) regulation size, operate seven days a week and rent space for both Youth and Adult hockey programs and special events. Each rink offers a comprehensive learn-to-skate program, recreational skating, birthday parties, free-style sessions, pick-up hockey sessions, Youth and Adult Hockey teams, and Learn to Play Hockey programs.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - ICE RINKS Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	1,600	1,600	1,600	0.0%
Charges for Services	166,847	136,000	136,000	136,000	0.0%
Rentals and Concessions	294,944	81,200	81,200	81,200	0.0%
Miscellaneous	2	-	-	-	-
Interest	(30,318)	2,500	2,500	2,500	0.0%
Transfers In	1,015,095	1,059,174	1,059,174	1,090,789	3.0%
Total Oper. Rev and Other Sources	<u>1,446,570</u>	<u>1,280,474</u>	<u>1,280,474</u>	<u>1,312,089</u>	<u>2.5%</u>
Operating Expenses and Other Uses:					
Personnel Services	636,145	729,674	729,674	785,904	7.7%
Goods for Resale	-	-	-	-	-
Supplies and Materials	179,908	109,400	109,400	109,400	0.0%
Other Services and Charges	419,042	441,400	441,400	441,400	0.0%
Depreciation & Amortization Expense	-	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	1,052,094	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	<u>2,287,189</u>	<u>1,280,474</u>	<u>1,280,474</u>	<u>1,336,704</u>	<u>4.4%</u>
Gain (Loss)	\$ <u>(840,619)</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>(24,615)</u>	<u>-</u>

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County Parks and Recreation Department - Ice Rinks

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>ICE RINKS</u>						
Full-Time Career	3.00	3.00	3.00	3.00	3.00	3.00
Part-Time Career	-	-	-	-	-	-
Career Total	3.00	3.00	3.00	3.00	3.00	3.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		18.40		18.40		18.40
Total Workyears	3.00	21.40	3.00	21.40	3.00	21.40

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Maintained interest revenue based on historical trends and projected forecasts.



Prince George's County Parks and Recreation Department - Golf Courses

OVERVIEW

This program provides recreational golf facilities to the public and to the region. Our program offers one eighteen-hole golf property, two nine-hole golf properties, and a three-hole golf facility designed for growing the game of golf. Enterprise Golf Course, Paint Branch Golf Course, and Henson Creek Golf Course, all offer a challenging golf layout, food and beverage, merchandise selections, practice facilities, and more. The Division prides itself on quality course conditions and superior customer service. Some of the internal programs include but is not limited to general golf play, individual and group instruction, corporate and charity event hosting, food, and beverage, fully stocked golf shops, practice facilities, golf simulator instruction, and Jr. Golf development.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - GOLF COURSES Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	206,051	336,000	336,000	336,000	0.0%
Charges for Services	1,756,814	1,376,000	1,376,000	1,376,000	0.0%
Rentals and Concessions	420,697	348,000	348,000	348,000	0.0%
Miscellaneous	9,270	-	-	-	-
Interest	(37,144)	3,000	3,000	3,000	0.0%
Transfers In	1,415,505	1,330,976	1,330,976	1,396,171	4.9%
Total Oper. Rev and Other Sources	<u>3,771,193</u>	<u>3,393,976</u>	<u>3,393,976</u>	<u>3,459,171</u>	<u>1.9%</u>
Operating Expenses and Other Uses:					
Personnel Services	2,373,857	2,274,974	2,274,974	2,326,756	2.3%
Goods for Resale	81,016	138,100	138,100	138,100	0.0%
Supplies and Materials	584,060	541,515	541,515	541,515	0.0%
Other Services and Charges	605,095	324,387	324,387	460,870	42.1%
Depreciation & Amortization Expense	160,647	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	8,735	115,000	115,000	115,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	<u>3,813,410</u>	<u>3,393,976</u>	<u>3,393,976</u>	<u>3,582,241</u>	<u>5.5%</u>
Gain (Loss)	\$ <u>(42,217)</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>(123,070)</u>	<u>-</u>

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County Parks and Recreation Department - Golf Courses

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>GOLF COURSES</u>						
Full-Time Career	15.00	15.00	15.00	15.00	15.00	15.00
Part-Time Career	-	-	-	-	-	-
Career Total	15.00	15.00	15.00	15.00	15.00	15.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		26.60		26.60		26.60
Total Workyears	15.00	41.60	15.00	41.60	15.00	41.60

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Reallocated non-personnel funding between facilities.



Prince George's County Parks and Recreation Department - Regional Park Tennis Bubbles

OVERVIEW

This program operates and maintains the tennis facilities at Cosca and Watkins Regional Parks. These facilities offer two indoor tennis bubbles and year-round tennis instruction and leisure play. They also offer summer tennis camps for tennis players ages 6-12. In addition, each tennis facility has adjacent outdoor tennis courts available on a first-come, first-served basis. The Watkins Tennis facility also has a classroom available for programming and for special event rentals.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - REGIONAL PARK TENNIS BUBBLES Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	555	-	-	-	-
Charges for Services	105,805	136,000	136,000	136,000	0.0%
Rentals and Concessions	164,814	220,000	220,000	220,000	0.0%
Miscellaneous	(131)	-	-	-	-
Interest	(7,686)	2,000	2,000	2,000	0.0%
Transfers In	242,280	252,212	252,212	257,123	1.9%
Total Oper. Rev and Other Sources	505,637	610,212	610,212	615,123	0.8%
Operating Expenses and Other Uses:					
Personnel Services	557,459	491,312	491,312	512,633	4.3%
Goods for Resale	-	-	-	-	-
Supplies and Materials	56,383	66,800	66,800	66,800	0.0%
Other Services and Charges	39,231	52,100	52,100	52,100	0.0%
Depreciation & Amortization Expense	2,713	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	655,786	610,212	610,212	631,533	3.5%
Gain (Loss)	\$ (150,149)	\$ -	\$ -	\$ (16,410)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George’s County
Parks and Recreation Department - Regional Park Tennis Bubbles**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>TENNIS BUBBLES</u>						
Full-Time Career	2.00	2.00	2.00	2.00	2.00	2.00
Part-Time Career	-	-	-	-	-	-
Career Total	2.00	2.00	2.00	2.00	2.00	2.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		11.00		11.00		11.00
Total Workyears	2.00	13.00	2.00	13.00	2.00	13.00

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Maintained interest revenue based on historical trends and projected forecasts.



Prince George's County Parks and Recreation Department - Show Place Arena & Prince George's Equestrian Center

OVERVIEW

The Show Place Arena at Prince George's Equestrian Center manages a ninety-nine (99) acre rental property for large-scale attractions and equestrian events, drawing patrons nationwide. Grounds maintenance covers 863 parking spaces utilized for Arena events, weekday commuters and visitors to local government buildings, law enforcement agencies, and mowing of 15 acres.

The Equestrian Center has three competition sized show rings, three warmup rings, 263 permanent stalls, a show office, food pavilion, lunging areas, horse trailer parking, camping facility, a maintenance yard, and temporary stall locations. The Center's Therapeutic Riding Program, free to County residents, includes stabling and turnout for ten horses. Maintenance consists of cleaning stalls and outdoor buildings, maintaining show ring footing, repairs to barns and fences, and supporting events that utilize the racetrack and infield, such as the Prince George's County Fair.

The Show Place Arena is a 136' x 260' oval arena with permanent seating for 4,404 and additional seating for 800 on the floor. There are three banquet rooms, dressing rooms/locker rooms and production offices. The Arena operates a box office and food & beverage service. Maintenance includes daily facility cleaning and repairs and oversight of building systems. Event specific arrangements include installation of staging, basketball floor, footing for indoor equestrian events, set up of tables and chairs, pipe and drape, sound, voice/data connections, electric tie-in, as well as event staffing for security, parking, ushers, ticket sellers, event housekeeping and EMT's.



Prince George's County Parks and Recreation Department - Show Place Arena & Prince George's Equestrian Center

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - SHOW PLACE ARENA / EQUESTRIAN CENTER Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	162,474	329,600	329,600	329,600	0.0%
Charges for Services	2,010	4,400	4,400	4,400	0.0%
Rentals and Concessions	846,604	1,102,400	1,102,400	1,102,400	0.0%
Miscellaneous	19,395	-	-	-	-
Interest	(36,429)	3,500	3,500	3,500	0.0%
Transfers In	2,223,565	2,263,585	2,263,585	2,692,794	19.0%
Total Oper. Rev and Other Sources	3,217,619	3,703,485	3,703,485	4,132,694	11.6%
Operating Expenses and Other Uses:					
Personnel Services	2,222,224	2,056,557	2,056,557	2,137,988	4.0%
Goods for Resale	104,151	200,000	200,000	200,000	0.0%
Supplies and Materials	207,302	244,700	244,700	244,700	0.0%
Other Services and Charges	745,200	1,080,428	1,080,428	1,080,428	0.0%
Depreciation & Amortization Expense	482,087	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	121,800	121,800	121,800	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	3,760,964	3,703,485	3,703,485	3,784,916	2.2%
Gain (Loss)	\$ (543,345)	\$ -	\$ -	\$ 347,778	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
SHOW PLACE ARENA / EQUESTRIAN CENTER						
Full-Time Career	15.00	15.00	15.00	15.00	15.00	15.00
Part-Time Career	-	-	-	-	-	-
Career Total	15.00	15.00	15.00	15.00	15.00	15.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	18.80	-	18.79	-	18.79
Total Workyears	15.00	33.80	15.00	33.79	15.00	33.79

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Increased revenue based on forecasted projections.



Prince George's County Parks and Recreation Department - Trap and Skeet Center

OVERVIEW

The program provides recreational and competitive sport shooting for the public and nationally and internationally recognized league shooting in shotgun sporting clays, trap, skeet, five stand, international bunker, and international skeet. Local, regional, and nationally sanctioned competitions are hosted regularly. A variety of classes and leagues are offered for all skill levels. Certified instructors teach instructional programs such as hunter safety and basic shotgun techniques.

This facility is available for corporate and group outings, events, and tournaments. An onsite retail store stocks a wide selection of shotgun sports supplies and accessories.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - TRAP AND SKEET CENTER Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	768,821	1,200,000	1,200,000	1,200,000	0.0%
Charges for Services	244,158	144,000	144,000	144,000	0.0%
Rentals and Concessions	34,920	24,000	24,000	24,000	0.0%
Miscellaneous	(3)	-	-	-	-
Interest	(2,450)	1,000	1,000	1,000	0.0%
Other	-	-	-	-	-
Transfers In	300,431	342,687	342,687	325,575	-5.0%
Total Oper. Rev and Other Sources	1,345,877	1,711,687	1,711,687	1,694,575	-1.0%
Operating Expenses and Other Uses:					
Personnel Services	580,913	622,968	622,968	638,675	2.5%
Goods for Resale	350,646	903,304	903,304	903,304	0.0%
Supplies and Materials	15,270	46,915	46,915	46,915	0.0%
Other Services and Charges	163,124	138,500	138,500	138,500	0.0%
Depreciation & Amortization Expense	13,867	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	1,123,820	1,711,687	1,711,687	1,727,394	0.9%
Gain (Loss)	\$ 222,057	\$ -	\$ -	\$ (32,819)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George’s County
Parks and Recreation Department - Trap and Skeet Center**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>TRAP AND SKEET CENTER</u>						
Full-Time Career	4.00	4.00	4.00	4.00	4.00	4.00
Part-Time Career	-	-	-	-	-	-
Career Total	4.00	4.00	4.00	4.00	4.00	4.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		8.50		8.50		8.50
Total Workyears	4.00	12.50	4.00	12.50	4.00	12.50

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Maintained interest revenue based on historical trends and projected forecasts.



Prince George's County Parks and Recreation Department - College Park Airport

OVERVIEW

The College Park Airport provides the public with an active general aviation airport and is operated with a dual-role function. As a Federal Aviation Administration (FAA) designated National Plan of Integrated Airports (NPIAS), and a Maryland Aviation Administration (MAA) small urban airport the facility meets the needs of the pilots and passengers visiting the greater Washington metro area by offering aircraft parking facilities, fuel, maintenance, and related services. As the world's oldest continuously operated airport, the facility promotes its historical heritage and meets the recreational and educational needs of local pilots through support of the Civil Air Patrol (CAP), Tuskegee Airman training, special events, including fly-ins, reunions, meetings, and seminars. College Park Airport has as tenants the Prince Georges County Police Aviation Helicopter Unit, which provides essential services for the county.

The airport also offers state-of-the-art conference and rental amenities for up to 150 people.

Due to federally mandated security restrictions imposed after September 11, 2001, the airport has been severely impacted in its ability to generate revenue from airport users.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - COLLEGE PARK AIRPORT Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	108,688	92,800	92,800	92,800	0.0%
Charges for Services	1,610	92,800	92,800	92,800	0.0%
Rentals and Concessions	113,580	81,600	81,600	81,600	0.0%
Miscellaneous	157,871	-	-	-	-
Interest	(4,748)	1,000	1,000	1,000	0.0%
Transfers In	332,729	356,654	356,654	352,142	-1.3%
Total Oper. Rev and Other Sources	709,730	624,854	624,854	620,342	-0.7%
Operating Expenses and Other Uses:					
Personnel Services	338,417	335,754	335,754	347,652	3.5%
Goods for Resale	158,563	134,900	134,900	134,900	0.0%
Supplies and Materials	19,865	25,400	25,400	25,400	0.0%
Other Services and Charges	95,075	93,800	93,800	93,800	0.0%
Depreciation & Amortization Expense	14,416	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	35,000	35,000	35,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	626,336	624,854	624,854	636,752	1.9%
Gain (Loss)	\$ 83,394	\$ -	\$ -	\$ (16,410)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George's County
Parks and Recreation Department - College Park Airport**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>COLLEGE PARK AIRPORT</u>						
Full-Time Career	2.00	2.00	2.00	2.00	2.00	2.00
Part-Time Career	-	-	-	-	-	-
Career Total	2.00	2.00	2.00	2.00	2.00	2.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		4.50		4.48		4.48
Total Workyears	2.00	6.50	2.00	6.48	2.00	6.48

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Decreased interest revenue based on historical trends and projected forecasts.



Prince George's County Parks and Recreation Department - Bladensburg Waterfront Park

OVERVIEW

The Bladensburg Waterfront Park provides a wide range of recreation services and opportunities such as boating, bird watching and fishing. In addition, educational programs such as river and bicycle tours, canoe and kayak safety programs, nature, and history experiences are offered to schools, nonprofit partners, community members and the public. The park's goal is to provide beautification, recreational, and educational activities for the public, as well as a boat storage facility, boat rentals and access to the Anacostia River.

The site has undergone a new solar installation on many of the structures to help off-set energy cost and demonstrate the importance of supporting conservation at an environmental education site.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - BLADENSBURG WATERFRONT PARK Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	2,068	5,200	5,200	5,200	0.0%
Rentals and Concessions	92,105	46,000	46,000	46,000	0.0%
Miscellaneous	2,294	10,000	10,000	10,000	0.0%
Interest	(16,942)	2,000	2,000	2,000	0.0%
Transfers In	340,183	309,317	309,317	310,234	0.3%
Total Oper. Rev and Other Sources	419,708	372,517	372,517	373,434	0.2%
Operating Expenses and Other Uses:					
Personnel Services	154,427	212,517	212,517	221,639	4.3%
Goods for Resale	222	-	-	-	-
Supplies and Materials	19,837	79,600	79,600	79,600	0.0%
Other Services and Charges	649,998	80,400	80,400	80,400	0.0%
Depreciation & Amortization Expense	18,187	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	842,671	372,517	372,517	381,639	2.4%
Gain (Loss)	\$ (422,963)	\$ -	\$ -	\$ (8,205)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George’s County
Parks and Recreation Department - Bladensburg Waterfront Park**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>BLADENSBURG WATERFRONT PARK</u>						
Full-Time Career	1.00	1.00	1.00	1.00	1.00	1.00
Part-Time Career	-	-	-	-	-	-
Career Total	1.00	1.00	1.00	1.00	1.00	1.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent		4.70		3.63		3.63
Total Workyears	1.00	5.70	1.00	4.63	1.00	4.63

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Maintained interest revenue based on historical trends and projected forecasts.



Prince George's County Parks and Recreation Department – Enterprise Administration

OVERVIEW

The Enterprise Administration functions are absorbed into the various operating Divisions, including Sports, Health and Wellness, Arts and Cultural Heritage, and Natural and Historical Resources. Funding in the Enterprise Administration includes compensation adjustments and administrative costs. It also includes interest revenue for the now closed Sandy Hill Landfill, which will eventually be developed as a ball field complex.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - ENTERPRISE ADMINISTRATION Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	512,000	512,000	512,000	0.0%
Rentals and Concessions	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Interest	(672)	-	-	-	-
Transfers In	387,546	611,806	611,806	387,000	-36.7%
Total Oper. Rev and Other Sources	386,874	1,123,806	1,123,806	899,000	-20.0%
Operating Expenses and Other Uses:					
Personnel Services	-	579,033	579,033	988,710	70.8%
Goods for Resale	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	323,069	267,500	267,500	62,200	-76.7%
Depreciation & Amortization Expense	-	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	281,563	277,273	277,273	213,709	-22.9%
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	604,632	1,123,806	1,123,806	1,264,619	12.5%
Gain (Loss)	\$ (217,758)	\$ -	\$ -	\$ (365,619)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George’s County
Parks and Recreation Department – Enterprise Administration**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>ENTERPRISE ADMINISTRATION</u>						
Full-Time Career	-	-	-	-	4.00	4.00
Part-Time Career	-	-	-	-	-	-
Career Total	-	-	-	-	4.00	4.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Total Workyears	-	-	-	-	4.00	4.00

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Added \$365,619 for compensation and reclassification markers (subject to negotiations).
- Decreased non-personnel services funding for CAS chargebacks.
- Transferred 4 full-time career positions from Enterprise Division.



Prince George's County Parks and Recreation Department – Enterprise Division

OVERVIEW

The newly established Enterprise Division will manage Golf Operations, Ice Rinks, Tennis Bubbles, and the Prince George's County Trap & Skeet Center. Enterprise Division facilities will include Prince George's County Trap & Skeet Center, Golf Courses (Enterprise, Paint Branch, Henson, and Kentland), Ice Rinks (Tucker Road and Wells) and Regional Park Tennis Bubbles (Watkins and Cosca). Bladensburg Waterfront Park and College Park Airport will remain under the oversight of the Natural and Historic Resources Division. Similarly, the Show Place Arena and Equestrian Center will remain under the oversight of the Arts and Cultural Heritage Division.

MISSION

The Enterprise Division is dedicated to supporting healthy communities through people, parks, and programs that work together to improve the quality of life for all Prince George's County residents. The division's operations will emphasize revenue generation and improved cost recovery through its offering of several specialty sports facilities and programs.

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - ENTERPRISE DIVISION Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Interest	-	-	-	-	-
Transfers In	-	703,899	703,899	-	-100.0%
Total Oper. Rev and Other Sources	-	703,899	703,899	-	-100.0%
Operating Expenses and Other Uses:					
Personnel Services	-	703,899	703,899	105,834	-85.0%
Goods for Resale	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Depreciation & Amortization Expense	-	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	-	703,899	703,899	105,834	-85.0%
Gain (Loss)	\$ -	\$ -	\$ -	\$ (105,834)	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



**Prince George's County
Parks and Recreation Department – Enterprise Division**

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
<u>ENTERPRISE DIVISION</u>						
Full-Time Career	-	-	5.00	5.00	1.00	1.00
Part-Time Career	-	-	-	-	-	-
Career Total	-	-	5.00	5.00	1.00	1.00
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	-	-	-	-	-
Total Workyears	-	-	5.00	5.00	1.00	1.00

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- Transferred 4 full-time career positions to Enterprise Administration.



Prince George's County Parks and Recreation Department - Prince George's Sports & Learning Complex

OVERVIEW

This 88-acre site is a state-of-the-art athletic training facility and high-tech learning facility. It includes a 20,000 square foot gymnastics competitive arena; 50 meter indoor competitive pool with adjacent leisure pool, tunnel slide and hot tub; 200-meter indoor track arena with seating for 3,500 spectators; fitness center and indoor running track; 20,000 square feet of classroom and meeting space; children's center, complete with an outdoor playground; operation and maintenance storage space; open atrium with a warm and inviting café space and community rooms; administrative offices; and locker rooms. An outside vendor provides full-scale catering and concession services and a hot lunch program for summer day camp participants.

The 280,000 square foot complex has met the needs of the local community and positively impacted the economic growth of the County. The facility has provided pre-Olympic training opportunities in track and field, swimming, and gymnastics, and has served as a major venue for international, national, and regional events. The outdoor stadium, comprised of a fully lit 400-meter, 8-lane track, an outdoor throwing cage and javelin runway, a concession facility, along with two team rooms, a press box, a 20' x 60' outdoor storage facility, and an athletic field lined for football, flag football, soccer, and lacrosse. In 2012, the field was developed into an artificial turf surface, which further enhanced the offerings of this facility, including competitive and recreational year-round athletic games, leagues, and clinics for all ages.

This facility was transferred to the Recreation Fund in FY23.



Prince George's County Parks and Recreation Department - Prince George's Sports & Learning Complex

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY ENTERPRISE FUND - SPORTS & LEARNING COMPLEX Summary of Revenues and Expenses PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues and Other Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	5,421	-	-	-	-
Charges for Services	973,049	-	-	-	-
Rentals and Concessions	381,523	-	-	-	-
Miscellaneous	127,376	-	-	-	-
Interest	-	-	-	-	-
Transfers In	4,765,346	-	-	-	-
Total Oper. Rev and Other Sources	6,252,715	-	-	-	-
Operating Expenses and Other Uses:					
Personnel Services	4,507,409	-	-	-	-
Goods for Resale	-	-	-	-	-
Supplies and Materials	149,270	-	-	-	-
Other Services and Charges	1,575,196	-	-	-	-
Depreciation & Amortization Expense	1,039,347	-	-	-	-
Debt Service	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Oper. Exp and Other Uses	7,271,222	-	-	-	-
Gain (Loss)	\$ (1,018,507)	\$ -	\$ -	\$ -	-

Note: Enterprise Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.

	FY 22 Budget		FY 23 Adopted		FY 24 Proposed	
	POS	WYS	POS	WYS	POS	WYS
SPORTS AND LEARNING COMPLEX						
Full-Time Career	26.00	26.00	-	-	-	-
Part-Time Career	1.00	0.50	-	-	-	-
Career Total	27.00	26.50	-	-	-	-
Term Contract	-	-	-	-	-	-
Seasonal/Intermittent	-	106.30	-	-	-	-
Total Workyears	27.00	132.80	-	-	-	-

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

None.



Prince George's County Parks and Recreation Department – Capital Improvement Program

OVERVIEW

The Commission, by law, has the responsibility of acquiring, developing, and maintaining the park system for Prince George's County. The Capital Improvement Program (CIP) is a six-year program for the park acquisition and park development for Fiscal Years 2024 through 2029. The first year represents the capital budget with the remaining five years targeted for planning purposes. The law requires that the CIP be submitted to the County Executive by January 15 each year. The FY24 Budget Year request is \$113.62 million; 26% less than the adopted FY23 CIP budget. The total six-year request is \$353.86 million representing a 6% decrease under the approved FY23-28 CIP. The funding request decreases for the budget year and the six-year period are due to the increased accuracy in cost estimation and feasibility planning. Recommended funding for FY24 projects includes the following sources:

- Program Open Space
- PayGo
- Bond Sales
- State Grants

The CIP follows the guidelines set by the County's Spending Affordability Committee (SAC). The Department again recommends that funding in the CIP be aligned so that infrastructure needs can be addressed on an equitable basis as transfers from the Park and Recreation Funds respectively to the CIP are completed. The table below shows the funding sources for the Proposed FY24-FY28 CIP.

Park Acquisition

The total cost for proposed park acquisition is \$3,000,000 for FY24 and covers two (2) acquisition categories, Countywide Local Parkland, and Regional Stream Valley Parkland.

Park Development

The total cost for proposed park development is \$70,000,000 for FY24. This category includes specific park development projects, trail development, public safety improvements, and other facility development.

Infrastructure Maintenance

The total cost for proposed infrastructure maintenance is \$40,616,000 for FY24. This category includes aquatic facilities, historic properties, community centers, parks, playgrounds, athletic fields & courts and storm water infrastructure.

Operating Budget Impacts (OBI's)

OBI's are the costs associated with the operating, maintaining and policing of new and expanded parks. M-NCPPC continually adds new facilities, open space, land and trails to its existing inventory. Much of the land is acquired and developed through the CIP, while some is obtained through partnerships and developers. New assets in FY24 that will have an operating budget impact are Sandy Hill and Canter Creek parks.



Prince George's County Parks and Recreation Department – Capital Improvement Program

FUNDING SUMMARY

Summary of Proposed FY24-29 CIP Funding by Project Type						
	FY24 Budget		FY25-FY29		6YR Totals	% of Total
	Year	% of Total	Planned CIP	% of Total		
Acquisition						
Acquisition-Parkland	\$ 3,000,000	3%	\$ -	0%	\$ 3,000,000	1%
Acquisition-HARP	-	0%	-	0%	-	0%
Subtotal Acquisition	3,000,000	3%	-	0%	3,000,000	1%
Infrastructure Maintenance						
Aquatic	6,900,000	6%	5,300,000	2%	12,200,000	3%
Facilities	10,000,000	9%	40,000,000	17%	50,000,000	14%
Historic Property	4,850,000	4%	26,200,000	11%	31,050,000	9%
Park-Playground-Fields	14,586,000	13%	79,500,000	33%	94,086,000	27%
Stormwater	1,000,000	1%	5,000,000	2%	6,000,000	2%
Other	30,000	0%	-	-	30,000	0%
Subtotal Infrastructure	37,366,000	33%	156,000,000	65%	193,366,000	55%
New Construction/ Development	50,000,000	44%	62,000,000	26%	112,000,000	32%
Other	21,250,000	19%	12,250,000	5%	33,500,000	9%
Trails	2,000,000	2%	10,000,000	4%	12,000,000	3%
TOTALS	\$ 113,616,000	100%	\$ 240,250,000	100%	\$ 353,866,000	100%

As the CIP is considered to be a subset of Prince George's County's capital program, detailed project descriptions can be found on the County's website.

<https://www.princegeorgescountymd.gov/DocumentCenter/View/43065/Maryland-National-Capital-Park-and-Planning-Commission>



Prince George's County
Parks and Recreation Department – Capital Improvement Program

FY24-FY29 CAPITAL IMPROVEMENT PLAN (\$000)

Proposed FY24 - FY29 CIP (\$000)				FY24 FUNDING SOURCES							FY25 FUNDING SOURCES							FY26 FUNDING SOURCE							FY27 FUNDING SOURCES							FY28 FUNDING SOURCES							FY29 FUNDING SOURCES							6 YR Total
Project #	SBP Project ID	Project Type	PROJECT NAME	TOTAL FY24	POS	PAYGO	BOND	GRANTS	DEVI OTH	TOTAL FY25	POS	PAYGO	BOND	GRANTS	DEVI OTH	TOTAL FY26	POS	PAYGO	BOND	GRANTS	DEVI OTH	TOTAL FY27	POS	PAYGO	BOND	GRANTS	DEVI OTH	TOTAL FY28	POS	PAYGO	BOND	GRANTS	DEVI OTH	TOTAL FY29	POS	PAYGO	BOND	GRANTS	DEVI OTH	6 YR Total						
600400	4.93.0222	Acquisition	Countywide Local Park Acquisition	1,500	1,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500								
500401	4.93.0233	Acquisition	Regional/Stream Valley Park Acquisition	1,500	1,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500								
519151	4.93.0007	Infrastructure-Aquatic	Allentown Aquatic and Fitness Center	1,600	-	1,600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,600								
501952	4.93.0216	Infrastructure-Aquatic	Aquatic Infrastructure Maintenance Fund	-	-	-	-	-	-	1,000	500	500	-	-	-	1,000	500	500	-	-	-	-	1,000	500	500	-	-	1,000	500	500	-	-	1,000	500	500	-	-	5,000								
501095	4.93.0219	Other	Arts in Public Space	250	-	250	-	-	-	250	250	-	-	-	-	250	250	-	-	-	-	-	250	250	-	-	-	250	250	-	-	-	250	250	-	-	-	1,500								
493230	4.93.0230	Other	Athletic Fields	2,000	-	2,000	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	7,000								
493274	4.93.0274	Infrastructure-Recreation Park-Playground-Field	Coosa Regional Park - Master Plan Implementation	-	-	-	-	-	-	5,000	-	5,000	-	-	-	3,000	-	3,000	-	-	-	-	3,000	-	3,000	-	-	-	3,000	-	3,000	-	-	-	-	-	-	17,000								
519358	4.93.0055	Infrastructure-Aquatic	Fairland Aquatic Center	300	-	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300									
530200	4.93.0191	Infrastructure-Recreation Park-Playground-Field	Fairland Regional Park Maintenance Facility	686	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	686									
493201	4.93.0201	Infrastructure-Recreation Park-Playground-Field	Field Irrigation Projects	1,000	-	250	750	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	6,000									
501130	4.93.0225	Other	Geographical Information Systems	30	-	-	-	-	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30									
541108	4.93.0069	New Construction/Development	Grass Branch Athletic Complex	10,000	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000									
501962	4.93.0228	Infrastructure-Historic	Historic Property Preservation Fund	-	-	-	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	5,000								
532060	4.93.0133	Infrastructure-Recreation Park-Playground-Field	Millstone Estates Park - Initial construct station	200	-	-	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200									
501277	4.93.0230	Infrastructure-Recreation Field	Infrastructure Improvement Fund	4,000	-	4,000	-	-	-	4,000	4,000	-	-	-	-	4,000	4,000	-	-	-	-	4,000	4,000	-	-	-	4,000	4,000	-	-	-	4,000	4,000	-	-	-	24,000									
541022	4.93.0095	Infrastructure-Historic	Marye's Manor Historic Site	300	-	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300									
531000	4.93.0100	Infrastructure-Historic	Mowat Calvert Historic Site	200	-	-	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200									
493279	4.93.0279	New Construction/Development	Multi-Gen Service Area 2	30,000	3,000	-	27,000	-	-	30,000	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000									
		New Construction/Development	Multi-Gen Service Area 4	-	-	-	-	-	-	2,000	-	2,000	-	-	-	10,000	-	10,000	-	-	-	-	10,000	-	10,000	-	-	10,000	-	10,000	-	-	-	-	-	-	-	32,000								
530204	4.93.0261	Other	North College Park Area Indoor Rec Facility Feasibility Study	15,000	-	-	15,000	-	-	6,000	6,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	21,000								
493265	4.93.0265	Infrastructure-Recreation Park-Playground-Field	Oak Creek Water Park	2,000	-	-	-	2,000	-	-	-	1,000	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000									
519693	4.93.0108	Infrastructure-Historic	Oxon Hill Manor Historic Site - Preservation	3,400	-	-	3,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,400									
500352	4.93.0236	Infrastructure-Recreation Park-Playground-Field	Playground Equipment Replacement	4,500	-	4,500	-	-	-	4,500	2,000	2,500	-	-	-	4,500	2,000	2,500	-	-	-	-	4,500	2,000	2,500	-	-	4,500	2,000	2,500	-	-	4,500	2,000	2,500	-	-	27,000								
511963	4.93.0123	Infrastructure-Aquatic	Prince George's Sports and Learning Complex - Aquatics	5,000	-	3,000	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000									
542066	4.93.0260	Infrastructure-Recreation Field	Prince George's Stadium Facility	500	-	500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500									
519137	4.93.0136	Infrastructure-Historic	Public Robeson Cultural Art Center - Assessment for Reconstruction	400	-	-	-	400	-	20,000	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,400									
501272	4.93.0238	Infrastructure-Recreation Field	Recreation Facility Planning	1,500	-	1,500	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	-	6,000	6,000	-	-	-	6,000	6,000	-	-	-	6,000	6,000	-	-	-	21,500									
493282	4.93.0382	Infrastructure-Recreation Park-Playground-Field	Riverview Park Building Park Level 3 Diamond Field	2,000	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000									
531971	4.93.0141	Infrastructure-Historic	Riverview Historic Site	150	-	150	-	-	-	1,200	1,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,350									
521119	4.93.0145	Infrastructure-Recreation Field	Rollingwood/Chilren Community Center	4,000	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000										
532050	4.93.0208	Infrastructure-Historic	Snow Hill Manor Historic Site	250	-	-	250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250										
300869	4.93.0245	Infrastructure-Sewerwater	Stream Restoration / SVM Retrofit	1,000	-	1,000	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	1,000	1,000	-	-	-	6,000									
530644	4.93.0209	Infrastructure-Recreation Park-Playground-Field	Tanglewood Community Park School - construct station	200	-	-	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200										
511976	4.93.0367	Infrastructure-Aquatic	Thomas Bank Aquatic Center	-	-	-	-	300	-	-	-	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300										
532052	4.93.0211	Infrastructure-Historic	Thorn Road Schoolhouse Historic Site	150	-	150	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150										
501062	4.93.0248	Trail	Trail Development Fund	2,000	-	2,000	-	-	-	2,000	2,000	-	-	-	-	2,000	2,000	-	-	-	-	2,000	2,000	-	-	-	2,000	2,000	-	-	-	2,000	2,000	-	-	-	12,000									
561979	4.93.0175	Infrastructure-Recreation Park-Playground-Field	Valko Hill Regional Park - North	3,000	-	3,000	-	-	-	5,000	-	5,000	-	-	-	3,000	-	3,000	-	-	-	-	3,000	-	3,000	-	-	3,000	-	3,000	-	-	-	-	-	20,000										
		Infrastructure-Recreation Park-Playground-Field	Valko Hill Regional Park - Master Plan Implementation	1,000	-	-	1,000	-	-	5,000	5,000	-	-	-	-	3,000	3,000	-	-	-	-	3,000	3,000	-	-	-	3,000	3,000	-	-	-	3,000	3,000	-	-	-	10,000									
532076	4.93.0215	New Construction/Development	Villem's Park - Master Plan	10,000	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000										
Total				113,616	6,000	25,750	79,836	2,000	30	89,250	-	25,350	63,300	-	-	-	28,750	-	20,750	0,000	-	-	40,150	-	24,750	<																				

Prince George's County Parks and Recreation Department – Capital Projects Fund

OVERVIEW

The Capital Projects Fund is used to account for the acquisition and construction of major capital facilities. This fund's budget consists of the first year of the six- year Capital Improvements Program (CIP).

BUDGET AT A GLANCE

PRINCE GEORGE'S COUNTY CAPITAL PROJECTS FUND Summary of Revenues, Expenditures, and Changes in Fund Balance PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental -	\$	\$	\$	\$	
Federal	37,500	-	-	-	-
State (POS)	74,848	10,480,000	10,480,000	6,000,000	-42.7%
State (Other)	-	8,150,000	8,150,000	2,000,000	-75.5%
County	-	-	-	-	-
Interest	(1,373,021)	100,000	100,000	100,000	0.0%
Contributions	-	-	-	-	-
Miscellaneous	2,760,827	-	-	-	-
Total Revenues	1,500,154	18,730,000	18,730,000	8,100,000	-56.8%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	30,000	30,000	30,000	0.0%
Capital Outlay	20,597,887	153,480,000	153,480,000	113,586,000	-26.0%
Park Acquisition	1,449,027	6,240,000	6,240,000	3,000,000	-51.9%
Park Development	19,148,860	88,300,000	88,300,000	70,000,000	-20.7%
Infrastructure Maintenance	-	58,940,000	58,940,000	40,586,000	-31.1%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	20,597,887	153,510,000	153,510,000	113,616,000	-26.0%
Excess of Revenues over Expenditures	(19,097,733)	(134,780,000)	(134,780,000)	(105,516,000)	-21.7%
Other Financing Sources (Uses):					
Bond Proceeds	25,100,000	93,500,000	93,500,000	79,836,000	-14.6%
Premiums on Bonds Issued	3,680,974	-	-	-	-
Transfers In					
Transfer from Park Fund (Pay-Go)	29,923,021	31,350,000	31,350,000	15,750,000	-49.8%
Transfer from Recreation Fund (Pay-Go)	10,000,000	10,000,000	10,000,000	10,000,000	0.0%
Transfer from Administration Fund	30,000	30,000	30,000	30,000	0.0%
Total Transfers In	39,953,021	41,380,000	41,380,000	25,780,000	-37.7%
Transfers Out					
Transfer to Park Fund (Interest)	-	(100,000)	(100,000)	(100,000)	0.0%
Total Transfers Out	-	(100,000)	(100,000)	(100,000)	0.0%
Total Other Financing Sources (Uses)	68,733,995	134,780,000	134,780,000	105,516,000	-21.7%
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	49,636,262	-	-	-	-
Fund Balance, Beginning	130,604,261	130,604,261	180,240,523	180,240,523	38.0%
Fund Balance, Ending	\$ 180,240,523	\$ 130,604,261	\$ 180,240,523	\$ 180,240,523	38.0%



OTHER FUNDS

Special Revenue Funds.....	366
Advance Land Acquisition Funds.....	386
Park Debt Service Fund.....	389
Internal Service Funds	
Risk Management Fund.....	392
Capital Equipment Fund.....	396
Largo Headquarters Building Fund.....	398
Commission-wide CIO & IT Initiatives Fund.....	400
Commission-wide Executive Office Building Fund.....	408
Commission-wide Group Insurance Fund.....	411



Prince George's County Special Revenue Funds

SUMMARY OF SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. The FY24 Proposed Special Revenue Expenditure Budget is \$6,769,838, no change from the FY23 Budget.

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SUMMARY BY SPECIAL REVENUE PROGRAMS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues and Other Sources:					
Planning Department:					
Historic Preservation Non-Capital Program	\$ 542,593	\$ 5,500	\$ 5,500	\$ 5,500	0.0%
Parks and Recreation Department:					
Northern Recreation and Leisure Services (formerly Northern Area Community Centers)	765,742	2,883,070	2,883,070	2,883,070	0.0%
Central Area Community Centers	707,534	-	-	-	-
Southern Recreation and Leisure Services (formerly Southern Area Community Centers)	484,703	2,098,240	2,098,240	2,098,240	0.0%
Laurel-Beltsville Senior Activity Center	85,278	187,200	187,200	187,200	0.0%
Prince George's Stadium	78,222	116,000	116,000	116,000	0.0%
Federally Forfeited Property	(1,509)	41,000	41,000	41,000	0.0%
Festival of Lights	(91)	1,000	1,000	1,000	0.0%
Safety Programs	5,212	-	-	-	-
Nature Programs and Facilities	136,897	122,738	122,738	122,738	0.0%
Recreation and Leisure Services (formerly Area Operations Deputy Director)	13,672	26,290	26,290	26,290	0.0%
Recreation Warehouse	1,282	1,000	1,000	1,000	0.0%
Patuxent Outdoor Programs	125,224	101,000	101,000	101,000	0.0%
General Contributions	46,371	46,500	46,500	46,500	0.0%
Seized Money/Escrow	549	3,600	3,600	3,600	0.0%
Special Historic Projects and Programs	65,062	122,200	122,200	122,200	0.0%
Interagency Agreements	439,242	950,000	950,000	950,000	0.0%
Send a Kid to Camp	5,859	-	-	-	-
Subtotal Parks and Recreation Department:	<u>2,959,249</u>	<u>6,699,838</u>	<u>6,699,838</u>	<u>6,699,838</u>	<u>0.0%</u>
Total Revenues and Other Sources	<u>3,501,842</u>	<u>6,705,338</u>	<u>6,705,338</u>	<u>6,705,338</u>	<u>0.0%</u>
Expenditures and Other Uses:					
Planning Department:					
Historic Preservation Non-Capital Program	30,627	70,000	70,000	70,000	0.0%
Parks and Recreation Department:					
Northern Recreation and Leisure Services (formerly Northern Area Community Centers)	804,370	2,883,070	2,883,070	2,883,070	0.0%
Central Area Community Centers	636,942	-	-	-	-
Southern Recreation and Leisure Services (formerly Southern Area Community Centers)	401,068	2,098,240	2,098,240	2,098,240	0.0%
Laurel-Beltsville Senior Activity Center	170,265	187,200	187,200	187,200	0.0%
Prince George's Stadium	53,520	116,000	116,000	116,000	0.0%
Federally Forfeited Property	-	41,000	41,000	41,000	0.0%
Festival of Lights	-	1,000	1,000	1,000	0.0%
Safety Programs	-	-	-	-	-
Nature Programs and Facilities	24,463	122,738	122,738	122,738	0.0%
Recreation and Leisure Services (formerly Area Operations Deputy Director)	37,372	26,290	26,290	26,290	0.0%
Recreation Warehouse	45,019	1,000	1,000	1,000	0.0%
Patuxent Outdoor Programs	89,673	101,000	101,000	101,000	0.0%
General Contributions	3,100	46,500	46,500	46,500	0.0%
Seized Money/Escrow	5,995	3,600	3,600	3,600	0.0%
Special Historic Projects and Programs	38,601	122,200	122,200	122,200	0.0%
Interagency Agreements	352,304	950,000	950,000	950,000	0.0%
Send a Kid to Camp	-	-	-	-	-
Subtotal Parks and Recreation Department:	<u>2,662,692</u>	<u>6,699,838</u>	<u>6,699,838</u>	<u>6,699,838</u>	<u>0.0%</u>
Total Expenditures and Other Uses	<u>2,693,319</u>	<u>6,769,838</u>	<u>6,769,838</u>	<u>6,769,838</u>	<u>0.0%</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>\$ 808,523</u>	<u>\$ (64,500)</u>	<u>\$ (64,500)</u>	<u>\$ (64,500)</u>	<u>0.0%</u>
Fund Balance - Beginning	<u>9,833,472</u>	<u>9,818,973</u>	<u>10,641,995</u>	<u>10,577,495</u>	<u>7.7%</u>
Fund Balance - Ending	<u>\$ 10,641,995</u>	<u>\$ 9,754,473</u>	<u>\$ 10,577,495</u>	<u>\$ 10,512,995</u>	<u>7.8%</u>



Prince George's County Special Revenue Funds – Historic Preservation Non-Capital Grant

OVERVIEW

The Historic Preservation Non-Capital Grant Special Revenue Fund provides grants to support projects that identify, preserve, promote and protect the historic, cultural and archeological resources of Prince George's County for the benefit of the public and to encourage the revitalization of communities. These grants are intended to help produce and disseminate information, stimulate public discussion about preservation, make technical expertise accessible and encourage community partnerships. Revenues in this fund were periodically collected by Prince George's County government as mitigation funds for the loss of historic sites in the County. Funds collected by the County government over time were transferred to the Maryland-National Capital Park and Planning Commission (M-NCPPC) during FY 2020 to allow M-NCPPC to administer the Historic Preservation Non-Capital grant fund. Whether the fund balance will be augmented in the future is unknown, but for the foreseeable future, any remaining balance in the fund will be carried forward until the fund is exhausted. Expenditures from this fund will be grant awards for the cost of professional services, such as preservation and planning consultants, planning studies, design work and educational outreach. Funds may also be used for conservation projects involving architectural, archeological or cultural resources.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
PLANNING DEPARTMENT - HISTORIC PRESERVATION NON-CAPITAL GRANT PROGRAM
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(7,407)	5,500	5,500	5,500	0.0%
Miscellaneous	550,000	-	-	-	-
Total Revenues	542,593	5,500	5,500	5,500	0.0%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	30,627	70,000	70,000	70,000	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	30,627	70,000	70,000	70,000	0.0%
Excess of Revenues over Expenditures	511,966	(64,500)	(64,500)	(64,500)	0.0%
Other Financing Sources (Uses):					
Total Transfers In	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	511,966	(64,500)	(64,500)	(64,500)	0.0%
Fund Balance - Beginning	300,133	285,633	812,099	747,599	161.7%
Fund Balance - Ending	\$ 812,099	\$ 221,133	\$ 747,599	\$ 683,099	208.9%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Community Centers

OVERVIEW

The Community Centers Special Revenue Funds provide supplemental funding to enhance and expand community service programs. Funds are generated from fees and charges for classes, workshops, special events, program registrations facility rentals and vending. Funds provide community outreach programs (special events and community activities); specialized equipment and supplies; community ethnic/heritage programming; volunteer recruitment; program transportation; and contractual services. Specifically, revenues are collected from our many diverse community programs and activities, such as class programs in:

- Computer skills (animation, web page design, Microsoft Office, musical engineering)
- Fitness and health (aerobics, weight training, yoga, Zumba, boot camps)
- Martial arts (Karate, Judo, Tae Kwon Do, Aikido)
- Crafts (floral design, ceramics, sketching)
- Performing arts (ballet, tap and jazz, hip-hop, piano, African dance, Salsa)
- Sports (soccer, basketball, cheerleading, gymnastics, boxing, baseball skills, flag football, pickleball)
- Lifestyle and learning (cooking, hand/line dance, guitar, piano, voice, tutoring)

These are just a sampling of the more than 6,900 in-person classes offered at the community centers as well as virtual classes. Seasonal events celebrating fall and winter holidays, Mother's Day, Father's Day, and other holidays help to bring families together. Annually, more than 45,000 people participate in these classes and similar events. Pre-school and Kids' Care programs (school age, after-school childcare) operate at more than 24 sites with a combined registration of nearly 1,000. A large portion of the revenues and expenditures are from the summer day camp program held at all our community centers, with over 500 sessions and more than 12,000 children registered. In addition, vending and rentals are active revenue producers. Furthermore, over 30,000 access cards to fitness rooms and community centers are sold each year.



Prince George's County Special Revenue Funds: Community Centers

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
NORTHERN RECREATION AND LEISURE SERVICES COMMUNITY CENTERS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	1,997	22,800	22,800	22,800	0.0%
Charges for Services	667,215	2,707,491	2,707,491	2,707,491	0.0%
Rentals and Concessions	125,978	146,018	146,018	146,018	0.0%
Interest	(30,614)	-	-	-	-
Miscellaneous	1,166	6,761	6,761	6,761	0.0%
Total Revenues	765,742	2,883,070	2,883,070	2,883,070	0.0%
Expenditures by Major Object:					
Personnel Services	688,358	1,952,641	1,952,641	1,952,641	0.0%
Supplies and Materials	89,921	433,480	433,480	463,325	6.9%
Other Services and Charges	(13,909)	451,949	451,949	451,949	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	40,000	45,000	45,000	15,155	-66.3%
Total Expenditures	804,370	2,883,070	2,883,070	2,883,070	0.0%
Excess of Revenues over Expenditures	(38,628)	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Recreation Fund	-	-	-	-	-
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Special Revenue Subfund	-	-	-	-	-
Recreation Fund	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	(38,628)	-	-	-	-
Fund Balance - Beginning	3,645,321	3,645,322	3,606,693	3,606,693	-1.1%
Fund Balance - Ending	\$ 3,606,693	\$ 3,645,322	\$ 3,606,693	\$ 3,606,693	-1.1%



Prince George's County Special Revenue Funds: Community Centers

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
CENTRAL AREA COMMUNITY CENTERS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	-	-
Sales	2,220	-	-	-	-
Charges for Services	557,237	-	-	-	-
Rentals and Concessions	161,878	-	-	-	-
Interest	(16,552)	-	-	-	-
Miscellaneous	2,751	-	-	-	-
Total Revenues	<u>707,534</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	544,844	-	-	-	-
Supplies and Materials	62,433	-	-	-	-
Other Services and Charges	(10,335)	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	40,000	-	-	-	-
Total Expenditures	<u>636,942</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues over Expenditures	<u>70,592</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In					
Special Revenue Subfund	-	-	-	-	-
Recreation Fund	-	-	-	-	-
Administration Fund	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In/(Out)-					
Recreation Fund	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>70,592</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	1,838,158	1,838,158	1,908,750	1,908,750	3.8%
Fund Balance - Ending	<u>\$ 1,908,750</u>	<u>\$ 1,838,158</u>	<u>\$ 1,908,750</u>	<u>\$ 1,908,750</u>	<u>3.8%</u>



Prince George's County Special Revenue Funds: Community Centers

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SOUTHERN RECREATION AND LEISURE SERVICES COMMUNITY CENTERS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	500	-	-	-	-
Charges for Services	348,979	1,765,840	1,765,840	1,765,840	0.0%
Rentals and Concessions	121,333	327,600	327,600	327,600	0.0%
Interest	(407)	-	-	-	-
Miscellaneous	14,298	4,800	4,800	4,800	0.0%
Total Revenues	<u>484,703</u>	<u>2,098,240</u>	<u>2,098,240</u>	<u>2,098,240</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	376,191	1,224,624	1,224,624	1,224,624	0.0%
Supplies and Materials	35,245	475,398	475,398	505,243	6.3%
Other Services and Charges	10,061	353,218	353,218	353,218	0.0%
Capital Outlay	(60,429)	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	40,000	45,000	45,000	15,155	-66.3%
Total Expenditures	<u>401,068</u>	<u>2,098,240</u>	<u>2,098,240</u>	<u>2,098,240</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>83,635</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In/(Out)-					
Recreation Fund	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>83,635</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	<u>(133,202)</u>	<u>(133,202)</u>	<u>(49,567)</u>	<u>(49,567)</u>	<u>-62.8%</u>
Fund Balance - Ending	<u>\$ (49,567)</u>	<u>\$ (133,202)</u>	<u>\$ (49,567)</u>	<u>\$ (49,567)</u>	<u>-62.8%</u>

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Laurel-Beltsville Senior Activity Center

OVERVIEW

The Laurel-Beltsville Senior Activity Center Special Revenue Fund provides supplemental funding to enhance classes, special events, and amenities at the center. Funds are generated from fees and charges for classes, workshops, special events, trips, program registrations, memberships and rentals. Funds will provide outreach programs (special events and community activities); specialized equipment and supplies; community ethnic/heritage programming; volunteer recruitment, recognition and training; program transportation; contractual services; and leadership. Examples of the offerings include:

- Computer skills
- Woodworking
- Lifestyle and learning
- Fitness and well being
- Ceramics
- Volunteer opportunities

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
LAUREL-BELTSVILLE SENIOR ACTIVITY CENTER
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	400	400	400	0.0%
Charges for Services	40,719	128,400	128,400	128,400	0.0%
Rentals and Concessions	39,105	24,000	24,000	24,000	0.0%
Interest	(3,384)	-	-	-	-
Miscellaneous	8,838	34,400	34,400	34,400	0.0%
Total Revenues	85,278	187,200	187,200	187,200	0.0%
Expenditures by Major Object:					
Personnel Services	78,315	138,619	138,619	138,619	0.0%
Supplies and Materials	15,359	19,392	19,392	19,392	0.0%
Other Services and Charges	76,591	29,189	29,189	29,189	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	170,265	187,200	187,200	187,200	0.0%
Excess of Revenues over Expenditures	(84,987)	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses					
	(84,987)	-	-	-	-
Fund Balance - Beginning	418,335	418,335	333,348	333,348	-20.3%
Fund Balance - Ending	\$ 333,348	\$ 418,335	\$ 333,348	\$ 333,348	-20.3%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None



Prince George's County

Special Revenue Funds: Prince George's Stadium

OVERVIEW

The Prince George's Stadium Special Revenue Fund is used for improvements, special activities, sale of goods, and special functions. Revenues are generated from stadium events, rentals, and sale of special materials. Funds are used for up-front costs to produce concerts and special events, specialized landscaping, and additional items to enhance the stadium for the benefit of the public.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
PRINCE GEORGE'S STADIUM
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	70,231	115,000	115,000	115,000	0.0%
Interest	(2,415)	1,000	1,000	1,000	0.0%
Miscellaneous	10,406	-	-	-	-
Total Revenues	<u>78,222</u>	<u>116,000</u>	<u>116,000</u>	<u>116,000</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	18,928	49,200	49,200	49,200	0.0%
Other Services and Charges	34,592	66,800	66,800	66,800	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>53,520</u>	<u>116,000</u>	<u>116,000</u>	<u>116,000</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>24,702</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses					
	<u>24,702</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	237,419	237,419	262,121	262,121	10.4%
Fund Balance - Ending	<u>\$ 262,121</u>	<u>\$ 237,419</u>	<u>\$ 262,121</u>	<u>\$ 262,121</u>	<u>10.4%</u>

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Federally Forfeited Property

OVERVIEW

The primary purpose of the Department's Forfeiture Program is for law enforcement to deter crime by depriving criminals of the profits and proceeds of their illegal activities and to weaken criminal enterprises by removing the instruments of crime. An ancillary purpose of the program is to enhance cooperation among federal, state, and local law enforcement agencies through the equitable sharing of federal forfeiture proceeds. Revenues deposited to this account consist of drug and asset forfeitures resulting from Park Police's participation with the U.S. Department of Justice's Drug Enforcement Administration (DEA) Drug Task Force. Funds are restricted to law enforcement purposes as defined in Section X of the Department of Justice's "Guide to Equitable Sharing of Federally Forfeited Property" (March '94) and Section 4 of the "Addendum to a Guide to Equitable Sharing" (March '98). Funds are used for training, law enforcement equipment, and drug education and awareness programs.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
FEDERALLY FORFEITED PROPERTY**
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(1,509)	1,000	1,000	1,000	0.0%
Miscellaneous	-	40,000	40,000	40,000	0.0%
Total Revenues	(1,509)	41,000	41,000	41,000	0.0%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	20,500	20,500	20,500	0.0%
Capital Outlay	-	20,500	20,500	20,500	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	-	41,000	41,000	41,000	0.0%
Excess of Revenues over Expenditures	(1,509)	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)- Park Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	(1,509)	-	-	-	-
Fund Balance - Beginning	162,910	162,910	161,401	161,401	-0.9%
Fund Balance - Ending	\$ 161,401	\$ 162,910	\$ 161,401	\$ 161,401	-0.9%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Festival of Lights

OVERVIEW

The Festival of Lights Special Revenue Fund provides a supplemental funding mechanism to improve, expand, and enhance the festival. Funds are spent for exhibits, equipment, supplies, materials, and marketing and advertising. The Festival of Lights operates over a six-week period and hosts nearly 20,000 vehicles of residents and visitors.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
FESTIVAL OF LIGHTS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(91)	1,000	1,000	1,000	0.0%
Miscellaneous	-	-	-	-	-
Total Revenues	(91)	1,000	1,000	1,000	0.0%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	1,000	1,000	1,000	0.0%
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	-	1,000	1,000	1,000	0.0%
Excess of Revenues over Expenditures	(91)	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses					
	(91)	-	-	-	-
Fund Balance - Beginning	11,020	11,020	10,929	10,929	-0.8%
Fund Balance - Ending	\$ 10,929	\$ 11,020	\$ 10,929	\$ 10,929	-0.8%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Safety Programs

OVERVIEW

The Safety Program Special Revenue Fund's purpose is to enhance the Commission's and the Department's safety program and to continue the annual sponsorship of the Safety Management Conference. The program provides safety, fitness, and risk management educational opportunities for park and recreational professionals. Funds are generated from net profits derived from delegates' registration fees, exhibitors' fees, and sale of merchandise at the annual conference. Funds are used for non-budgeted items to offset costs for promoting the Safety Management Conference at various conferences, seminars, training sessions, and workshops. In addition, funds are used in conjunction with the Department's safety program to subsidize award ceremonies, guest speakers, educational costs, staff training, refreshments, safety equipment, and transportation.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SAFETY PROGRAMS**
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(176)	-	-	-	-
Miscellaneous	5,388	-	-	-	-
Total Revenues	5,212	-	-	-	-
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Excess of Revenues over Expenditures	5,212	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	5,212	-	-	-	-
Fund Balance - Beginning	8,769	8,769	13,981	13,981	59.4%
Fund Balance - Ending	\$ 13,981	\$ 8,769	\$ 13,981	\$ 13,981	59.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Nature Programs and Facilities

OVERVIEW

The Nature Programs and Facilities Special Revenue Fund provides supplemental funding through budgeted proceeds for expanding and enhancing nature and environmental educational programs and projects at the nature facilities. Revenues are generated from donations/contributions, programs, classes, registration fees, special event admissions, rentals, and merchandise sales. Expenditures are used for non-budgeted conservation and environmental programs and projects, which enhance and expand revenue opportunities. This includes gift shop merchandise for resale and non-budgeted animal supplies and services.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
NATURE PROGRAMS AND FACILITIES
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	-	-
Sales	2,297	12,000	12,000	12,000	0.0%
Charges for Services	41,442	49,238	49,238	49,238	0.0%
Rentals and Concessions	77,595	48,500	48,500	48,500	0.0%
Interest	(3,518)	1,000	1,000	1,000	0.0%
Miscellaneous	19,081	12,000	12,000	12,000	0.0%
Total Revenues	136,897	122,738	122,738	122,738	0.0%
Expenditures by Major Object:					
Personnel Services	21,193	90,968	90,968	90,968	0.0%
Supplies and Materials	1,108	26,670	26,670	26,670	0.0%
Other Services and Charges	2,162	5,100	5,100	5,100	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	24,463	122,738	122,738	122,738	0.0%
Excess of Revenues over Expenditures	112,434	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	112,434	-	-	-	-
Fund Balance - Beginning	308,276	308,276	420,710	420,710	36.5%
Fund Balance - Ending	\$ 420,710	\$ 308,276	\$ 420,710	\$ 420,710	36.5%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Recreation and Leisure Services

OVERVIEW

The Recreation and Leisure Services Special Revenue Fund provides a supplemental funding mechanism to capture non-budgeted proceeds for major repairs and improvements to neighborhood/community park facilities and to facilitate unique leisure service requirements. Revenues are generated from interest earnings from the Community Centers Special Revenue Funds and from proceeds from Maryland Recreation and Parks Association amusement park ticket sales. Funds are used to: 1) maintain, enhance, and repair community park facilities; 2) provide specialized equipment to automate and improve operations efficiencies; 3) provide specialized training for staff; 4) fund pilot programs and subsidize activities within economically deprived neighborhoods; 5) expand countywide community service programs; and 6) provide supplemental funding for inclusion services.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
RECREATION AND LEISURE SERVICES
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	13,979	20,000	20,000	20,000	0.0%
Rentals and Concessions	-	-	-	-	-
Interest	(307)	1,000	1,000	1,000	0.0%
Miscellaneous	-	5,290	5,290	5,290	0.0%
Total Revenues	<u>13,672</u>	<u>26,290</u>	<u>26,290</u>	<u>26,290</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	3,000	3,000	3,000	0.0%
Other Services and Charges	11,488	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	25,884	23,290	23,290	23,290	0.0%
Total Expenditures	<u>37,372</u>	<u>26,290</u>	<u>26,290</u>	<u>26,290</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>(23,700)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In					
Special Revenue Subfund	-	-	-	-	-
Administration Fund	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>(23,700)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	<u>62,138</u>	<u>62,138</u>	<u>38,438</u>	<u>38,438</u>	<u>-38.1%</u>
Fund Balance - Ending	<u>\$ 38,438</u>	<u>\$ 62,138</u>	<u>\$ 38,438</u>	<u>\$ 38,438</u>	<u>-38.1%</u>

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Recreation Warehouse

OVERVIEW

The Recreation Warehouse Special Revenue Fund is used to purchase recreational supplies and materials for summer and year-round community service activities and programs. Revenues are generated from the sale of supplies and materials to community service organizations. Funds are spent for supplies and materials to restock the warehouse and to provide supplies to park and recreation councils and community centers.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
RECREATION WAREHOUSE
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	1,282	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	1,000	1,000	1,000	0.0%
Miscellaneous	-	-	-	-	-
Total Revenues	1,282	1,000	1,000	1,000	0.0%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	33,193	1,000	1,000	1,000	0.0%
Other Services and Charges	11,826	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	45,019	1,000	1,000	1,000	0.0%
Excess of Revenues over Expenditures	(43,737)	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	(43,737)	-	-	-	-
Fund Balance - Beginning	1,060,299	1,060,299	1,016,562	1,016,562	-4.1%
Fund Balance - Ending	\$ 1,016,562	\$ 1,060,299	\$ 1,016,562	\$ 1,016,562	-4.1%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Patuxent Outdoor Programs

OVERVIEW

The Patuxent Outdoor Programs Special Revenue Fund provides a supplemental funding mechanism to generate proceeds for special outdoor-outreach programs and conservation projects for at-risk youth and other program participants; provide innovative outdoor environmental and educational programs; and support nature and conservation related activities. Revenues are generated from donations; sales of books, maps, fishing licenses, and gift shop merchandise; program fees and charges; rentals; and special events. Funds are used for non-budgeted conservation and environmental programs and projects and include merchandise for resale, conservation project supplies, clinic charges, and duck blinds.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
PATUXENT OUTDOOR PROGRAMS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	-	-
Sales	10,005	2,400	2,400	2,400	0.0%
Charges for Services	42,466	19,200	19,200	19,200	0.0%
Rentals and Concessions	57,791	54,400	54,400	54,400	0.0%
Interest	(2,706)	1,000	1,000	1,000	0.0%
Miscellaneous	17,668	24,000	24,000	24,000	0.0%
Total Revenues	125,224	101,000	101,000	101,000	0.0%
Expenditures by Major Object:					
Personnel Services	57,605	88,500	88,500	88,500	0.0%
Supplies and Materials	11,630	7,500	7,500	7,500	0.0%
Other Services and Charges	20,438	5,000	5,000	5,000	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	89,673	101,000	101,000	101,000	0.0%
Excess of Revenues over Expenditures	35,551	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	35,551	-	-	-	-
Fund Balance - Beginning	273,961	273,961	309,512	309,512	13.0%
Fund Balance - Ending	\$ 309,512	\$ 273,961	\$ 309,512	\$ 309,512	13.0%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: General Contributions

OVERVIEW

The General Contributions Special Revenue Fund provides funding for facilities and leisure activities for the benefit and enjoyment of County residents. This fund serves as a depository for contributions or donations to living memorial for a loved one, friend, or outstanding citizen; beautifying park property with additional landscaping and other amenities; and restoring carousel animals. Revenues are received from public, private, and corporate contributions/donations including revenues from our established Commemorative Gifts Program. Revenues also are received from cell tower agreements with telecommunications companies. Funds are used to offset the cost of tree purchases or related landscape features; carousel restoration; purchase of equipment, supplies, and capital outlay items; and for other designated uses.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
GENERAL CONTRIBUTIONS**
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	51,181	38,000	38,000	38,000	0.0%
Interest	(10,487)	1,000	1,000	1,000	0.0%
Miscellaneous	5,677	7,500	7,500	7,500	0.0%
Total Revenues	46,371	46,500	46,500	46,500	0.0%
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	800	28,000	28,000	28,000	0.0%
Other Services and Charges	2,300	18,500	18,500	18,500	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	3,100	46,500	46,500	46,500	0.0%
Excess of Revenues over Expenditures	43,271	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Special Revenue Subfund	-	-	-	-	-
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Special Revenue Subfund	-	-	-	-	-
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	43,271	-	-	-	-
Fund Balance - Beginning	1,188,766	1,188,766	1,232,037	1,232,037	3.6%
Fund Balance - Ending	\$ 1,232,037	\$ 1,188,766	\$ 1,232,037	\$ 1,232,037	3.6%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Seized Money Escrow

OVERVIEW

The Seized Money Escrow provides a supplemental funding mechanism to capture proceeds to support drug enforcement training and education. This fund is governed by Article 27, Section 297 of the Annotated Code of Maryland entitled "The Controlled Dangerous Substance Act." Revenues consist of local seizures of monies by patrol officers, as well as found monies and monies kept for safekeeping. Funds are used for training and educational materials used to promote drug awareness and education.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SEIZED MONEY/ESCROW
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(328)	1,000	1,000	1,000	0.0%
Miscellaneous	877	2,600	2,600	2,600	0.0%
Total Revenues	<u>549</u>	<u>3,600</u>	<u>3,600</u>	<u>3,600</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	5,995	1,800	1,800	1,800	0.0%
Other Services and Charges	-	1,800	1,800	1,800	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>5,995</u>	<u>3,600</u>	<u>3,600</u>	<u>3,600</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>(5,446)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>(5,446)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	<u>44,892</u>	<u>44,892</u>	<u>39,446</u>	<u>39,446</u>	<u>-12.1%</u>
Fund Balance - Ending	<u>\$ 39,446</u>	<u>\$ 44,892</u>	<u>\$ 39,446</u>	<u>\$ 39,446</u>	<u>-12.1%</u>

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Special Historic Projects and Programs

OVERVIEW

This Fund provides a supplemental funding mechanism to support archaeological studies, publication of historical documents and research, exhibits on museum artifacts and curators' collections, and historical programs and activities at select historic sites, including Dorsey Chapel and Mt. Calvert. Revenues are generated through admission fees, rentals, donations, publication sales, and special event charges at these historic sites. Funds are used for programs and projects designed to enhance these historic structures.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SPECIAL HISTORIC PROJECTS AND PROGRAMS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	16,664	36,000	36,000	36,000	0.0%
Charges for Services	19,811	41,600	41,600	41,600	0.0%
Rentals and Concessions	16,615	24,000	24,000	24,000	0.0%
Interest	(3,495)	1,000	1,000	1,000	0.0%
Miscellaneous	15,467	19,600	19,600	19,600	0.0%
Total Revenues	65,062	122,200	122,200	122,200	0.0%
Expenditures by Major Object:					
Personnel Services	7,873	35,800	35,800	35,800	0.0%
Supplies and Materials	13,351	56,700	56,700	56,700	0.0%
Other Services and Charges	17,377	29,700	29,700	29,700	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	38,601	122,200	122,200	122,200	0.0%
Excess of Revenues over Expenditures	26,461	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	26,461	-	-	-	-
Fund Balance - Beginning	344,694	344,694	371,155	371,155	7.7%
Fund Balance - Ending	\$ 371,155	\$ 344,694	\$ 371,155	\$ 371,155	7.7%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County Special Revenue Funds: Interagency Agreements

OVERVIEW

The Special Revenue Fund for interagency agreements includes revenues and associated expenses from other agencies and government(s) for work the Commission performs on a “reimbursement-for-service” basis. For example, the Commission maintains agreements with the Prince George’s County Department of Public Works and Transportation to assist with snow removal from County roads.

SUMMARY OF FY24 PROPOSED BUDGET

**PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
INTERAGENCY AGREEMENTS
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024**

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Intergovernmental	\$ 439,242	\$ 950,000	\$ 950,000	\$ 950,000	0.0%
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	<u>439,242</u>	<u>950,000</u>	<u>950,000</u>	<u>950,000</u>	<u>0.0%</u>
Expenditures by Major Object:					
Personnel Services	269,562	700,000	700,000	700,000	0.0%
Supplies and Materials	-	-	-	-	-
Other Services and Charges	82,742	250,000	250,000	250,000	0.0%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>352,304</u>	<u>950,000</u>	<u>950,000</u>	<u>950,000</u>	<u>0.0%</u>
Excess of Revenues over Expenditures	<u>86,938</u>	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>86,938</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	<u>23,580</u>	<u>23,580</u>	<u>110,518</u>	<u>110,518</u>	<u>368.7%</u>
Fund Balance - Ending	<u>\$ 110,518</u>	<u>\$ 23,580</u>	<u>\$ 110,518</u>	<u>\$ 110,518</u>	<u>368.7%</u>

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Special Revenue Funds: Send A Kid To Camp

OVERVIEW

The Send A Kid To Camp Special Revenue Fund program provides a mechanism for residents to donate money to support the Department of Parks and Recreation summer campers. Donations contribute to the summer experience for eligible children ages 3-17, based on documented need. These funds are available for Prince George's County residents only.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY SPECIAL REVENUE FUNDS
SEND A KID TO CAMP
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(368)	-	-	-	-
Miscellaneous	6,227	-	-	-	-
Total Revenues	5,859	-	-	-	-
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Excess of Revenues over Expenditures	5,859	-	-	-	-
Other Financing Sources (Uses):					
Transfers In					
Administration Fund	-	-	-	-	-
Total Transfers In	-	-	-	-	-
Transfers In/(Out)-					
Capital Project Fund	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	5,859	-	-	-	-
Fund Balance - Beginning	38,004	38,004	43,863	43,863	15.4%
Fund Balance - Ending	\$ 43,863	\$ 38,004	\$ 43,863	\$ 43,863	15.4%

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

- None.



Prince George's County

Advance Land Acquisition Funds

EXECUTIVE OVERVIEW

The Maryland Annotated Code, Land Use Article empowers the Maryland National Capital Park and Planning Commission to include funding in its annual budget for the acquisition of lands needed for State highways, streets or roads as well as for school sites and other public uses in Prince George's County. The Commission established a continuing land acquisition revolving fund from which disbursements for such purchases may be made. The purchase must be shown in the Commission's general plan for the physical development of the regional district or in an adopted plan. The acquisition requires the approval of the County Council of Prince George's County. The acquisition of school sites also requires the prior approval of the Prince George's County Board of Education.

The Commission may transfer the land to the County or agency for which it was acquired upon repayment of funds disbursed for the land, plus interest. Any repayment is placed in the land acquisition revolving fund for future purchases. If an agency later determines that the land is not needed for public use, the Commission may use the land as part of its park system. Alternatively, it may sell, exchange, or otherwise dispose of it under its general authority covering the disposition of park and recreation properties.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The Advance Land Acquisition Revolving Fund (ALARF) is financed from the proceeds of bonds issued and sold by the Commission from time to time in amounts deemed necessary for the purpose stated above. The payment of principal and interest on these bonds is provided by a special tax levied by the Prince George's County Council against all property assessed for the purposes of County taxation. The Maryland Annotated Code, Land Use Article limits the annual rate of the Advance Land Acquisition tax to a maximum of 3 cents personal property tax and 1.2 cents real property tax on each \$100 of assessed valuation. The FY24 budget assumes no ALARF property tax because no debt service payment is anticipated.

On July 1, 1970, the Commission issued bonds in the amount of \$3,270,000 to initially establish the size of the ALARF and increased the size of the ALARF in 1972 by issuing \$2,200,000 in bonds. The Commission then issued bonds in the amount of \$5,000,000 in June 1990. The Commission established a debt service fund to pay the principal and interest payments on outstanding bond issues using proceeds from a property tax levy. All bonds have since been paid off; therefore, no debt service is budgeted nor is any property tax currently being levied.

Since the Commission cannot fully anticipate the future needs and requests of other governmental agencies for specific acquisitions, the Commission proposes, in accordance with its authority as prescribed the Maryland Annotated Code, Land Use Article to expend the entire balance in the ALARF for Advance Land purchases. Since, by law, the County Council has final approval for all land acquisitions by the ALARF, the proposed expenditures from this fund should serve as an estimate only. If no request for land acquisition comes from other agencies and the Commission does not make subsequent purchases, the proposed expenditures will not be made, and therefore will not affect fund balance. Total appropriated funds for the Advance Land Acquisition Revolving Fund for FY24 are \$302,637.



Prince George's County Advance Land Acquisition Funds

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY ADVANCE LAND ACQUISITION DEBT SERVICE FUND Summary of Revenues, Expenditures, and Changes in Fund Balance PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Property Taxes	\$ 161	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	<u>161</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges-Contribution	151	-	27	-	-
Debt Service -	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Debt Service Fees	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>151</u>	<u>-</u>	<u>27</u>	<u>-</u>	<u>-</u>
Excess of Revenues over Expenditures	<u>10</u>	<u>-</u>	<u>(27)</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses):					
Transfers In:					
Total Transfers In	-	-	-	-	-
Transfers (Out):					
Capital Projects Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>10</u>	<u>-</u>	<u>(27)</u>	<u>-</u>	<u>-</u>
Fund Balance - Beginning	17	-	27	-	-
Fund Balance - Ending	<u>\$ 27</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>



Prince George's County Advance Land Acquisition Funds

PRINCE GEORGE'S COUNTY ADVANCE LAND ACQUISITION REVOLVING FUND
Summary of Revenues, Expenditures, and Changes in Net Position
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County - Grant	-	-	-	-	-
County - Non-Grant Permit Fee	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	(2,531)	-	-	-	-
Miscellaneous (Contributions)	151	-	27	-	-
Total Revenues	<u>(2,380)</u>	<u>-</u>	<u>27</u>	<u>-</u>	<u>-</u>
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	305,007	-	302,637	-0.8%
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>305,007</u>	<u>-</u>	<u>302,637</u>	<u>-0.8%</u>
Excess of Revenues over Expenditures	<u>(2,380)</u>	<u>(305,007)</u>	<u>27</u>	<u>(302,637)</u>	<u>-0.8%</u>
Other Financing Sources (Uses):					
Transfers In:					
Total Transfers In	-	-	-	-	-
Transfers (Out):					
ALA Debt Service Funds	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	<u>(2,380)</u>	<u>(305,007)</u>	<u>27</u>	<u>(302,637)</u>	<u>-0.8%</u>
Total Net Position - Beginning	<u>304,990</u>	<u>305,007</u>	<u>302,610</u>	<u>302,637</u>	<u>-0.8%</u>
Total Net Position - Ending	<u>\$ 302,610</u>	<u>\$ -</u>	<u>\$ 302,637</u>	<u>\$ -</u>	<u>-</u>



Prince George's County Park Debt Service Fund

EXECUTIVE OVERVIEW

The Park Debt Service Fund is used to account for the accumulation of resources and the payment of general obligation bond principal, interest, and related costs. Resources consist of the annual transfer from the Park Fund.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The FY24 proposed budget includes debt service on an expected \$53.0 million issue in the spring of 2024.

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY PARK DEBT SERVICE FUND
Summary of Revenues, Expenditures, and Changes in Fund Balance
PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	%
					Change
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	-
Intergovernmental -					
Federal	-	-	-	-	-
State	-	-	-	-	-
County	-	-	-	-	-
Sales	-	-	-	-	-
Charges for Services	-	-	-	-	-
Rentals and Concessions	-	-	-	-	-
Interest	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	-	-	-	-	-
Expenditures by Major Object:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Debt Service -	10,784,220	14,438,603	14,438,603	14,668,753	1.6%
Debt Service Principal	6,708,629	9,176,364	9,176,364	8,741,159	-4.7%
Debt Service Interest	3,848,282	4,960,514	4,960,514	5,380,094	8.5%
Debt Service Fees	227,309	301,725	301,725	547,500	81.5%
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Expenditures	10,784,220	14,438,603	14,438,603	14,668,753	1.6%
Designated Expenditure Reserve	-	-	-	-	-
Excess of Revenues over Expenditures	(10,784,220)	(14,438,603)	(14,438,603)	(14,668,753)	1.6%
Other Financing Sources (Uses):					
Refunding Bonds Issued	-	-	-	-	-
Premiums on Bonds Issued	225,000	151,725	151,725	397,500	162.0%
Payment to Refunding Bond Escrow Agent	-	-	-	-	-
Transfers In/(Out)-					
Transfer from Park Fund	10,559,220	14,286,878	14,286,878	14,271,253	-0.1%
Total Transfers In	10,559,220	14,286,878	14,286,878	14,271,253	-0.1%
Transfer to CIP	-	-	-	-	-
Total Transfers (Out)	-	-	-	-	-
Total Other Financing Sources (Uses)	10,784,220	14,438,603	14,438,603	14,668,753	-
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	-	-	-	-	-
Fund Balance, Beginning	-	-	-	-	-
Fund Balance, Ending	\$ -	\$ -	\$ -	\$ -	-





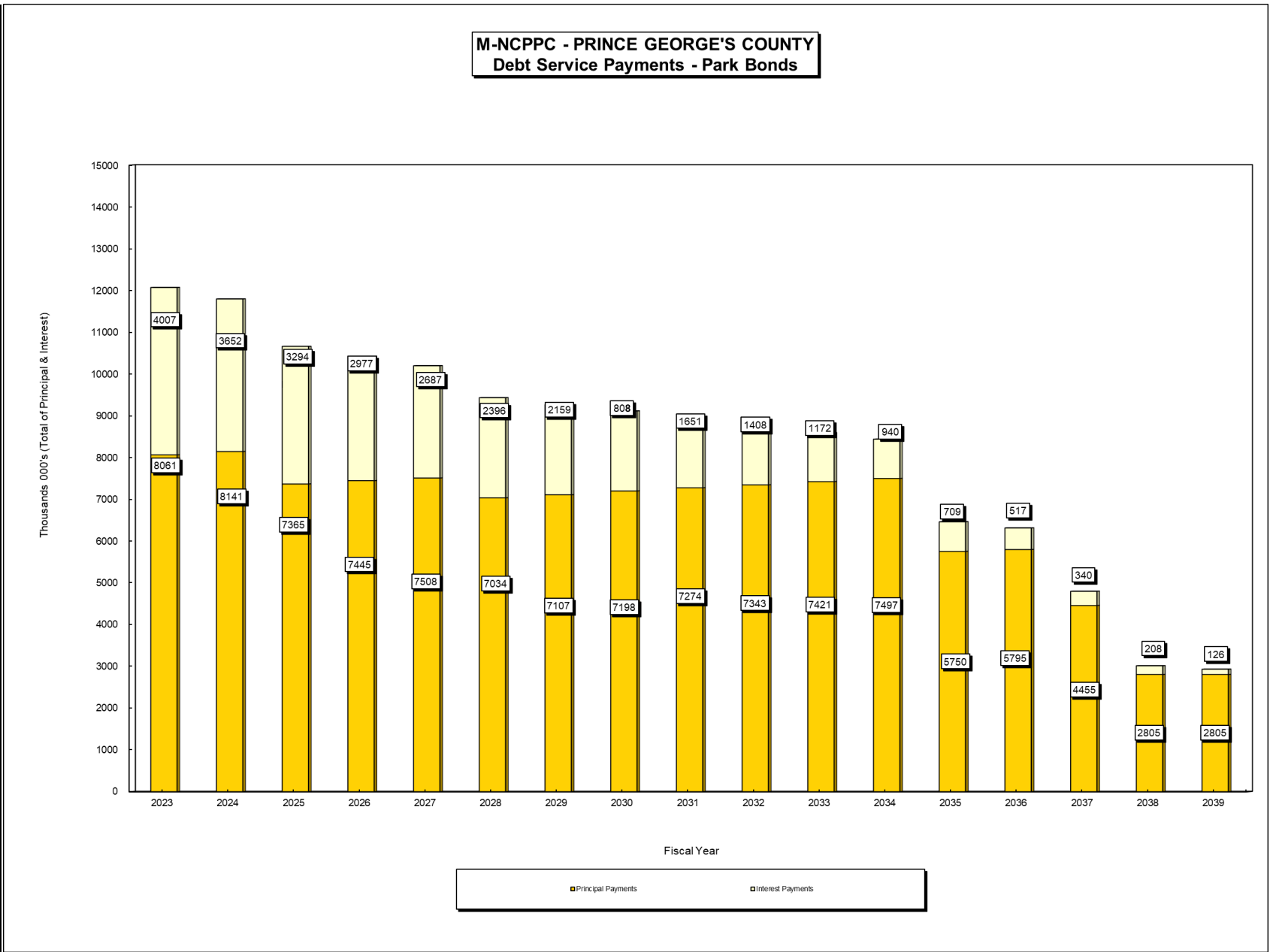
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

PRINCE GEORGE'S COUNTY
DEBT SERVICE REQUIREMENTS FOR FISCAL YEAR ENDING JUNE 30, 2024

Park Acquisition and Development - Park Fund	Interest Rate	Issue Date	Maturity Date	Original Issue	Outstanding Balance 06/30/23	FY 2024 Payments			Balance
						Principal	Interest	Total	
PGC-2012A Park Acquisition and Development Refunding Bond	1.8735%	06/07/12	01/15/24	11,420,000	870,000	870,000	43,500	913,500	-
PGC-2015A Park and Acquisition and Development Bond	2.5817%	10/15/15	01/15/36	19,360,000	16,630,000	1,430,000	578,819	2,008,819	15,200,000
PGC-2017A Park and Acquisition and Development Bond	2.7053%	07/27/17	01/15/37	26,400,000	23,100,000	1,650,000	845,625	2,495,625	21,450,000
PGC-2018A Park and Acquisition and Development Bond	3.1261%	11/29/18	11/01/38	27,900,000	24,800,000	1,550,000	1,021,062	2,571,062	23,250,000
PGC-2020A Park Acquisition and Development Refunding Bond	1.4500%	10/10/20	01/15/34	19,119,615	17,462,964	1,386,159	253,213	1,639,372	16,076,805
PGC-2021A Park Acquisition and Development Bond	1.7815%	10/21/21	11/01/41	25,100,000	23,845,000	1,255,000	909,875	2,164,875	22,590,000
PGC-2022A Park Acquisition and Development Bond	3.3540%	08/31/22	11/01/42	12,000,000	12,000,000	600,000	535,500	1,135,500	11,400,000
Proposed Debt Service- \$53.0M Spring 2024				53,000,000	-	-	1,192,500	1,192,500	53,000,000
				<u>194,299,615</u>	<u>118,707,964</u>	<u>8,741,159</u>	<u>5,380,094</u>	<u>14,121,253</u>	<u>162,966,805</u>
Issuance Costs (includes underwriters disc.)								547,500	-
Total Park Fund Debt Service								<u>14,668,753</u>	<u>162,966,805</u>



Prince George's County Debt Service Payments - Park Bonds



Prince George's County

Risk Management Internal Service Fund

MISSION AND OVERVIEW

The Risk Management and Workplace Safety Office develops and implements programs that protect employees and patrons, protect and secure the agency's assets, and mitigate losses. The Office:

- Conducts training on workplace safety, regulatory compliance, and accident prevention
- Develops and administers safety and loss control programs
- Ensures compliance with federal and state safety regulations
- Manages the workers' compensation claims program and the liability program
- Performs risk analysis, inspections, and accident investigations
- Manages agency-wide insurance portfolio (self-insurance and commercial policies)

FY22 WORK PROGRAM ACCOMPLISHMENTS

The Office saw a significant uptick in COVID-19 cases and workers' compensation claims due to employees returning to the workplace:

- Followed up on 499 COVID-19 cases reported by employees (138% increase)
- Reviewed and processed 338 workers' compensation claims (28% increase)
- Managed 4,699 workers' compensation loss workdays (75% increase)
- Reviewed and/or processed 170 liability claims (17% increase)

The Office also continued to address ongoing safety throughout our locations and facilities:

- Conducted 30 workplace safety facility/program audits
- Conducted 20 risk/safety trainings
- Addressed 20 safety complaints
- Completed 665 risk assessments and contract reviews

FY23-24 WORK PROGRAM PRIORITIES

- **COVID-19 Response and Other Public Health Concerns:** Continue to monitor and actively manage emerging and ongoing public health issues, including implementation of federal, state, and local guidance, and developing agency-wide safety protocols and Continuity of Operations Plans (COOP).
- **Continuity of Operations Plans (COOP):** Oversee the development and implementation of an agency-wide web-based COOP template, coordinate COOP activities with county COOP functions and conduct regular desktop training exercises. Monitor annual reviews for necessary updates.
- **Training:** Conduct specialized training to ensure compliance with workplace safety regulations and prevent accidents and injuries.
- **Risk and Safety Policies:** Conduct comprehensive review of the Risk Management and Safety Manual to ensure related policies are current and updated as necessary to maintain compliance with federal, state, and local laws.



Prince George's County

Risk Management Internal Service Fund

- **Compliance Reviews:** Continue comprehensive facility inspections to provide safe spaces for employees and patrons. Conduct regular audits of losses and accidents to identify areas of focus, coordinated return to work strategies, and proper case reserves.
- **Emergency Preparedness:** Perform regular review of site-specific emergency action protocols for agency facilities.
- **Loss Monitoring:** Conduct regular assessments of workers' compensation and liability claims, property losses, and recommend strategies for containing costs, improving safety, and reducing liability to the agency.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The Risk Management budget is made up of three components:

- **Insurance Claims:** Workers' compensation claims are compensable under state law and include medical and wage reimbursements for employees with work related injuries and illnesses. Fluctuations in the overall budget are largely driven by the quantity, severity and complexity of these claims. Proposed budget figures are based on actual payments and projected expenses for open claims and an actuarial estimate for claims incurred but not yet reported. The remaining projected claim expenses are liability claims related to property damage, general liability, and auto claims. While the Risk and Safety Office manages the program, these expenses are funded directly by the Department that incurs the expense.
- **Risk and Safety Office Program Expenses:** These expenses include personnel services, insurance policies, staff training resources, accident prevention costs, and chargebacks to fund the Risk and Safety Office programs that protect employees and patrons, secure the agency's assets, and mitigate losses.
- **Administrative Expenses:** The agency participates in the Montgomery County Self Insurance Program (MCSIP), which enables the agency to be self-insured. MCSIP provides claims adjudication services, group coverage for commercial insurance, and actuarial services which are utilized to develop the workers' compensation and liability claims budget.

The total FY24 Proposed Budget is \$6,281,800, which is a 9.3% decrease due to a decrease in workers' compensation claims. To offset the total expense to each county, unrestricted fund balance and interest income have been applied against the expenses resulting in a slight increase of 0.1% to Montgomery and a decrease of 16.2% to Prince George's.

The Department is requesting an **Occupational Safety & Health Specialist position (\$142,375)** to bridge this gap between responsibilities and resources. This position is needed to address workplace/patron public health exposures and concerns, monitor new or emerging and existing health threats, coordinate with public health officials during health-related epidemics/pandemics, oversee the agency's response to outbreaks involving patrons (childcare centers, camps, etc.), work closely with public health departments to develop and coordinate rapid response protocols, develop written policies and guidance to handle public health issues, and conduct awareness training to educate employees on related topics.



Prince George's County Risk Management Internal Service Fund

BUDGET AT A GLANCE

		FY23 Adjusted Adopted	FY24 Proposed	% Change	% Allocated *
Montgomery County Budget					
Budget	Expenditures	\$2,951,400	\$2,954,600	0.1%	47.0%
Staffing	Funded Career Positions	4.00	4.00	0.0%	50.0%
	Funded Workyears	4.00	4.00	0.0%	50.0%
Prince George's County Budget					
Budget	Expenditures	\$3,971,500	\$3,327,200	-16.2%	53.0%
Staffing	Funded Career Positions	4.00	4.00	0.0%	50.0%
	Funded Workyears	4.00	4.00	0.0%	50.0%
Combined Department Total Budget					
Budget	Expenditures	\$6,922,900	\$6,281,800	-9.3%	100.0%
Staffing	Funded Career Positions	8.00	8.00	0.0%	100.0%
	Funded Workyears	8.00	8.00	0.0%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.



Prince George's County Risk Management Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY RISK MANAGEMENT INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental - Federal	\$ -	\$ -	\$ -	\$ -	-
Charges for Services:					
Parks	3,342,300	3,063,100	3,063,100	2,795,600	-8.7%
Recreation	672,900	588,900	588,900	444,100	-24.6%
Planning	36,200	38,600	38,600	-	-100.0%
CAS	11,500	13,400	13,400	24,200	80.6%
Enterprise	323,000	267,500	267,500	63,300	-76.3%
Miscellaneous (Claim Recoveries, etc.)	489,611	-	-	-	-
Total Operating Revenues	<u>4,875,511</u>	<u>3,971,500</u>	<u>3,971,500</u>	<u>3,327,200</u>	<u>-16.2%</u>
Operating Expenses:					
Personnel Services	494,841	566,324	566,324	702,433	24.0%
Supplies and Materials	642	35,250	35,250	36,000	2.1%
Other Services and Charges:					
Insurance Claims:					
Parks	808,777	2,287,500	2,287,500	2,042,000	-10.7%
Recreation	283,305	535,700	535,700	419,800	-21.6%
Planning	(5,426)	23,500	23,500	27,800	18.3%
CAS	65,530	12,200	12,200	11,500	-5.7%
Enterprise	(47,739)	193,500	193,500	100,100	-48.3%
Insurance Reimbursement	-	-	-	-	-
Misc., Professional services, etc.	928,223	996,540	996,540	1,053,184	5.7%
Depreciation & Amortization Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	350,399	378,253	378,253	374,503	-1.0%
Total Operating Expenses	<u>2,878,552</u>	<u>5,028,767</u>	<u>5,028,767</u>	<u>4,767,320</u>	<u>-5.2%</u>
Operating Income (Loss)	<u>1,996,959</u>	<u>(1,057,267)</u>	<u>(1,057,267)</u>	<u>(1,440,120)</u>	<u>36.2%</u>
Nonoperating Revenue (Expenses):					
Interest Income	(183,876)	20,000	20,000	20,000	0.0%
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(183,876)</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>0.0%</u>
Income (Loss) Before Operating Transfers	<u>1,813,083</u>	<u>(1,037,267)</u>	<u>(1,037,267)</u>	<u>(1,420,120)</u>	<u>36.9%</u>
Change in Net Position	1,813,083	(1,037,267)	(1,037,267)	(1,420,120)	36.9%
Total Net Position - Beginning	11,320,799	10,993,586	13,133,882	12,096,615	10.0%
Total Net Position - Ending	<u>\$ 13,133,882</u>	<u>\$ 9,956,319</u>	<u>\$ 12,096,615</u>	<u>\$ 10,676,495</u>	<u>7.2%</u>
Designated Position	6,175,039	3,561,773	3,615,769	2,847,278	-20.1%
Unrestricted Position	6,958,843	6,394,546	8,480,846	7,829,217	22.4%
Total Net Position, June 30	<u>\$ 13,133,882</u>	<u>\$ 9,956,319</u>	<u>\$ 12,096,615</u>	<u>\$ 10,676,495</u>	<u>7.2%</u>

Note: Allocation of administrative expense paid to Montgomery County for insurance pool management

	FY 22	FY 23	FY 23	FY 24	%
Parks	\$ 546,905	\$ 657,600	\$ 657,600	\$ 730,100	11.0%
Recreation	125,126	154,000	154,000	150,100	-2.5%
Planning	5,887	6,800	6,800	10,000	47.1%
CAS	3,463	3,500	3,500	4,200	20.0%
Enterprise	39,593	55,600	55,600	35,800	-35.6%
Total	<u>\$ 720,974</u>	<u>\$ 877,500</u>	<u>\$ 877,500</u>	<u>\$ 930,200</u>	<u>6.0%</u>

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Capital Equipment Internal Service Fund

EXECUTIVE OVERVIEW

The Commission's Capital Equipment Internal Service Fund (CEISF) was set up to establish an economical method of handling large equipment purchases. The fund spreads the cost of an asset over its useful life instead of burdening any one fiscal year with the expense. Considerable savings are realized over the life of the equipment through the use of the CEISF.

Departments use the CEISF to finance the purchase of equipment having a useful life of at least six (6) years. All revenue and costs associated with the financing of such equipment are recorded in the Internal Service Fund. All equipment is financed on a tax-exempt basis, resulting in considerable interest savings. The participating departments are charged an annual rental payment based on the life of the equipment.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The financing authority of the CEISF may be carried over from year to year. This means that if the total authorized amount of financing is not utilized during a particular fiscal year any remaining funding may be carried over to succeeding fiscal years. Approval of the budget gives the Commission's Secretary-Treasurer and other officers authority to carry out financing for this fund at such time and on such terms as is believed to be advantageous to the Commission without additional action by the Commission or a Planning Board.

For FY24, the Commission is not proposing any new purchases for either the Prince George's Department of Planning, the Department of Parks and Recreation, or the Corporate IT Division of the Office of the CIO.



Prince George's County Capital Equipment Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY CAPITAL EQUIPMENT INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Operating Revenues:					
Intergovernmental - Federal	\$ -	\$ -	\$ -	\$ -	-
Charges to Departments					
Parks & Recreation - Park Fund	-	-	-	-	-
Corporate IT	166,250	142,500	142,500	95,000	-33.3%
Miscellaneous (Sale of Equipment, etc.)	-	-	-	-	-
Total Operating Revenues	<u>166,250</u>	<u>142,500</u>	<u>142,500</u>	<u>95,000</u>	<u>-33.3%</u>
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges:	20	-	-	-	-
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	615,789	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	125,000	125,000	-	-100.0%
Other Classifications	-	-	-	-	-
Chargebacks	28,804	18,705	18,705	15,665	-16.3%
Total Operating Expenses	<u>644,613</u>	<u>143,705</u>	<u>143,705</u>	<u>15,665</u>	<u>-89.1%</u>
Operating Income (Loss)	<u>(478,363)</u>	<u>(1,205)</u>	<u>(1,205)</u>	<u>79,335</u>	<u>-6683.8%</u>
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	(31,003)	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(31,003)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>(509,366)</u>	<u>(1,205)</u>	<u>(1,205)</u>	<u>79,335</u>	<u>-6683.8%</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	<u>(509,366)</u>	<u>(1,205)</u>	<u>(1,205)</u>	<u>79,335</u>	<u>-6683.8%</u>
Total Net Position - Beginning	<u>5,400,347</u>	<u>5,412,793</u>	<u>4,890,981</u>	<u>4,889,776</u>	<u>-9.7%</u>
Total Net Position - Ending	<u>\$ 4,890,981</u>	<u>\$ 5,411,588</u>	<u>\$ 4,889,776</u>	<u>\$ 4,969,111</u>	<u>-8.2%</u>

Note: Future Financing Plans

Capital equipment financed for Planning	\$ -	\$ -	\$ -	\$ -
Capital equipment financed for Parks and Rec	-	-	-	-
Capital equipment financed for Finance Dept.	-	-	-	-
Capital equipment financed for Corporate IT	125,000	125,000	-	-

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Largo Headquarters Building Internal Service Fund

OVERVIEW

The Commission is pursuing an opportunity for its new headquarters in Largo, Maryland. The University of Maryland Global Campus (UMGC) decided to lease or sell two buildings, located at 1601 and 1616 McCormick Drive, Upper Marlboro, Maryland, and a tract of land located at 1440 McCormick Drive. The Commission decided that the UMGC properties would provide a cost-effective location for its new headquarters.

The new headquarters will serve as the primary administrative offices for the Prince George's County Planning Board, the Prince George's County Planning Department, and the Prince George's County Department of Parks and Recreation. Currently, the Planning Department and Commissioners' Offices are located in leased space at the County Administration Building (CAB) and in office condominiums adjacent to the CAB in Upper Marlboro, Maryland. The Parks Department is located in leased space at Walker Drive Headquarters in Greenbelt, Maryland, and the Parks and Recreation Administration offices are located in Riverdale, Maryland. This headquarters will:

- Provide the necessary space needed as the departments relocate multiple offices from Upper Marlboro, Riverdale, and Greenbelt.
- Support the implementation of the General Plan by incentivizing the development of Downtown Largo.
- Provide the community with a one-stop location for various M-NCPPC services.
- Aligns with the unified vision outlined in the Prince George's County Plan 2035 and the Blue Line Corridor.
- Impact the surrounding community and be an economic driver for the County. The relocation of approximately 800 Commission employees to the new building will assist with Largo's evolution as an economic hub for Prince George's County.
- Be in close proximity to other Prince George's County agencies, the Office of County Executive, and the County Council located in Downtown Largo to better serve the residents of Prince George's County.

Total square footage of these buildings is 298,722 square feet, and the total land area is 25.8 acres as noted below:

1616 McCormick Drive – 12.95-acre parcel, with 236,620 sq. ft. three-story office building, with 594 parking spaces

1601 McCormick Drive – 6.01-acre parcel, with 62,102 sq. ft. single-story building, with 160 parking spaces

1440 McCormick Drive – 6.85-acre parcel that includes 304 parking spaces, and 3-acre nature park

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

With expectation of purchase and occupancy, the proposed FY24 budget includes operating and maintenance expenditures, offset by “rental” income from the expected tenants – PGC Commissioners' Office, Department of Planning and the Department of Parks and Recreation.



Prince George's County Largo Headquarters Building Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY LARGO HEADQUARTERS BUILDING INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Budget	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental	\$	\$	\$	\$	
Charges for Services (Office Space Rental):					
PGC Commissioners / Planning	-	-	-	1,333,334	-
PGC Parks & Recreation - Park Fund	-	-	-	1,333,333	-
PGC Parks & Recreation - Recreation Fund	-	-	-	1,333,333	-
Miscellaneous	80	-	-	-	-
Total Operating Revenues	<u>80</u>	<u>-</u>	<u>-</u>	<u>4,000,000</u>	<u>-</u>
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	-	-	-	-	-
Other Services and Charges	-	-	-	4,000,000	-
Capital Outlay	-	90,300,000	90,300,000	-	-100.0%
Chargebacks	-	-	-	-	-
Total Operating Expenses	<u>-</u>	<u>90,300,000</u>	<u>90,300,000</u>	<u>4,000,000</u>	<u>-95.6%</u>
Operating Income (Loss)	<u>80</u>	<u>(90,300,000)</u>	<u>(90,300,000)</u>	<u>-</u>	<u>-100.0%</u>
Nonoperating Revenue (Expenses):					
Interest Income	(375,352)	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(375,352)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>(375,272)</u>	<u>(90,300,000)</u>	<u>(90,300,000)</u>	<u>-</u>	<u>-100.0%</u>
Operating Transfers In (Out):					
Transfer In	-	85,000,000	55,000,000	-	-100.0%
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>85,000,000</u>	<u>55,000,000</u>	<u>-</u>	<u>-100.0%</u>
Change in Net Position	(375,272)	(5,300,000)	(35,300,000)	-	-100.0%
Total Net Position - Beginning	60,006,015	134,630,743	129,330,743	94,030,743	-30.2%
Total Net Position - Ending	<u>\$ 59,630,743</u>	<u>\$ 129,330,743</u>	<u>\$ 94,030,743</u>	<u>\$ 94,030,743</u>	<u>-27.3%</u>



Prince George's County

Commission-wide CIO & IT Initiatives Internal Service Fund

EXECUTIVE OVERVIEW

The Chief Information Officer (CIO) is responsible for agency-wide IT systems strategic planning to meet business needs in collaboration with departments. The CIO also functions as the Commission's Chief Technology Security Officer. The CIO makes recommendations to ensure adherence to best practices, appropriate resource allocation, and exceptional customer service while recognizing the uniqueness of each operating department's programs.

The Program Management Office (PMO) is a division of the Office of the CIO and is responsible for planning, coordinating, and delivering Commission-wide IT projects in a complex IT environment. Together, the CIO and PMO strive to advance maximum flexibility and provide cost-effective innovative solutions that position the agency to capitalize on IT investments.

The CIO Internal Service Fund (ISF) budget supports the operations of the Office of the CIO and PMO.

The Commission-wide IT (CWIT) ISF budget is developed in coordination with the Information Technology (IT) Council to properly advance agency-wide programs and systems. Continual evaluation of and updates to these systems are critical to ensure the security of the agency's assets, greater efficiency of systems which enhance employee productivity, and effective continuation of operations for the agency to continue function during times of crisis.

FY23 PROGRAM ACCOMPLISHMENTS

Continuous progress has been made during FY23 to advance the agency's IT infrastructure, systems, and security.

Enterprise Content Management (ECM)

This project evaluated the data and content needs of the entire organization. A requirement and needs analysis report was developed incorporating the unique needs, current and projected usage of each department. This information is essential to future agency-wide IT strategic planning and needs development. Analysis has been completed, the next phase of the project is solution selection and implementation.

Enterprise Attribute Governance

The objective of this initiative is to: establish enterprise attribute standardization and governance, identify source data mapping between ERP and Active Directory (AD) systems, and automate the process of creating and deactivating AD records based on the creation and termination of employee records in ERP/HRIS.

Digital Transformation Platform

The objective of this effort is to identify solutions and digitize internal and external business processes and artifacts (including pdf, word, excel, email, paper, fax forms, etc.) that support these processes within and outside of the organization.

External Website Redesign

Redesign of the agency's public facing websites is underway and expected to be completed in FY23.



Prince George's County

Commission-wide CIO & IT Initiatives Internal Service Fund

Security Improvements

Progress had continued in the agency's advancement of Enterprise IT Systems capabilities in the face of increased information technology security threats and breaches. Security Policies and Standard Operating Procedures continued to be updated and advanced. Governance initiatives were updated under the guidance of the CIO/Information Security Officer to ensure compliance with National Security Standards. Ongoing efforts include security improvements to Microsoft 365, annual cybersecurity assessments, and security awareness training for all active network users.

Collaborations with the Inspector General

The OCIO continued to work closely with the Inspector General to identify gaps and make recommendations to our information technology environment and the policies that govern it. Our focus remains ensuring that the integrity and confidentiality of Commission data is protected under all circumstances.

FY24 STRATEGIC GOALS

Data and Information Security

To ensure the security of and appropriate access to sensitive information.

Automation and Integration

To improve efficiency, productivity, and how different tools and platforms work together.

Business Processes and Communication

To improve workflows and collaboration across all departments.

Risk Management

To identify threats and mitigate risks as they arise.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

Chief Information Officer Internal Service Fund

The FY24 proposed budget is \$6,536,526 and funds the Office of the CIO operations and agency-wide licenses and subscriptions.

Base Budget Request

The proposed budget for the Office of the CIO is \$1,873,526 and includes an increase of \$212,658 (or 12.8%) over FY23 adopted levels. This increase can be attributed to changes in compensation and the need for expert consulting, where there has been a spike in consulting costs due to increased global demand for such expertise. No new initiatives are proposed for FY24.

The FY24 CIO budget allocation is 44.2% to Montgomery and 55.8% to Prince George's, which remains unchanged from FY23. The cost distribution to each county is:

- Montgomery County – \$828,010
- Prince George's County – \$1,045,516



Prince George's County

Commission-wide CIO & IT Initiatives Internal Service Fund

Licenses and Subscriptions

The proposed budget for licenses and subscriptions is \$4,663,000 and includes an increase of 10.2% due to the need to budget for two ERP licenses in the event we decide to migrate to a different system instead of upgrading the current system.

The cost distribution for licenses and subscriptions are calculated based on license and/or employee counts. The total amount for each county is:

- Montgomery County – \$1,937,296
- Prince George's County – \$2,725,704

Ongoing software license fees include:

- Microsoft licenses
- Kronos Cloud services
- Infor ERP
- Potential new ERP system
- Adobe Pro licenses
- Website Hosting
- Website ADA scanning and monitoring
- End user IT security training
- ERP managed services
- NEOGOV recruitment and onboarding
- ServiceNow Corporate IT service desk
- Learning Management System
- Data loss prevention solution
- Microsoft Azure
- Microsoft 365 backup
- Enterprise content management



**Prince George's County
Commission-wide CIO & IT Initiatives Internal Service Fund**

BUDGET AT A GLANCE

		FY23 Adjusted Adopted	FY24 Proposed	% Change	% Allocated *
Montgomery County Budget					
	Expenditures	\$2,467,564	\$2,765,306	12.1%	42.3%
Staffing					
	Funded Career Positions	3.50	3.50	0.0%	50.0%
	Funded Workyears	3.50	3.50	0.0%	50.0%
Prince George's County Budget					
	Expenditures	\$3,424,710	\$3,771,220	10.1%	57.7%
Staffing					
	Funded Career Positions	3.50	3.50	0.0%	50.0%
	Funded Workyears	3.50	3.50	0.0%	50.0%
Combined Department Total Budget					
	Expenditures	\$5,892,274	\$6,536,526	10.9%	100.0%
Staffing					
	Funded Career Positions	7.00	7.00	0.0%	100.0%
	Funded Workyears	7.00	7.00	0.0%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.



Prince George's County Commission-wide CIO & IT Initiatives Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY CIO INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental:	\$	\$	\$	\$	
Federal Grant	-	-	-	-	-
Charges to Departments/Funds:					
DHRM	11,370	45,589	45,589	58,577	28.5%
CIO	-	3,356	3,356	4,626	37.8%
Finance	10,720	43,777	43,777	54,203	23.8%
Legal	8,122	20,472	20,472	26,435	29.1%
Inspector General	812	5,563	5,563	7,111	27.8%
Corporate IT	9,746	139,349	139,349	143,484	3.0%
Parks & Recreation - Park Fund	170,875	842,980	842,980	1,043,824	23.8%
Parks & Recreation - Recreation Fund	512,951	1,852,422	1,852,422	1,939,221	4.7%
Planning	81,214	471,202	471,202	469,620	-0.3%
Enterprise	-	-	-	-	-
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>805,810</u>	<u>3,424,710</u>	<u>3,424,710</u>	<u>3,747,101</u>	<u>9.4%</u>
Operating Expenses:					
Personnel Services	620,935	770,207	770,207	853,399	10.8%
Supplies and Materials	5,237	27,065	27,065	27,344	1.0%
Other Services and Charges:	130,260	2,627,438	2,627,438	2,890,477	10.0%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Operating Expenses	<u>756,432</u>	<u>3,424,710</u>	<u>3,424,710</u>	<u>3,771,220</u>	<u>10.1%</u>
Operating Income (Loss)	<u>49,378</u>	<u>-</u>	<u>-</u>	<u>(24,119)</u>	<u>-</u>
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	(21,561)	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(21,561)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Income (Loss) Before Operating Transfers	<u>27,817</u>	<u>-</u>	<u>-</u>	<u>(24,119)</u>	<u>-</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	27,817	-	-	(24,119)	-
Total Net Position - Beginning	<u>(338,616)</u>	<u>(335,081)</u>	<u>(310,799)</u>	<u>(310,799)</u>	<u>-7.2%</u>
Total Net Position - Ending	<u>\$ (310,799)</u>	<u>\$ (335,081)</u>	<u>\$ (310,799)</u>	<u>\$ (334,918)</u>	<u>0.0%</u>

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Commission-wide CIO & IT Initiatives Internal Service Fund

Commission-wide IT Internal Service Fund

The FY24 request to fund ongoing, financed, and one new project is \$1,453,804, an 8.8% decrease from FY23 Adopted levels. This decrease is due to three projects, the Learning Management System (LMS), Continuity of Operations (COOP) and Alliance replacement (which has been fully funded) from FY23 that are not included in the FY24 request. Existing projects including the External Website Upgrade and Security Remediation require additional funding and one new project to develop content for the new LMS has been added.

Base Continuing Projects Budget Request

The continuing projects proposed have been reviewed and supported to move forward by the IT Council. They total \$660,000 and include:

- **ERP Enhancements (\$200,000, no change)** – The agency is required to comply with various regulations (PII, HIPPA, COBRA, etc.), which are always evolving. These funds will address any changing mandates, critical operational needs, and other updates needed to meet requirements identified by our Departments.
- **Kronos Management (\$60,000, no change)** – Our timekeeping (Timecard) system is the first step in the process of compensating agency employees for their work. System patching and enhancements are critical to meet evolving business needs and regulatory compliance.
- **Security Remediation (\$150,000, change of \$50,000)** – Annual assessments of the agency's security profile by external security experts are essential in ensuring adequate processes are in place to protect our assets. The additional funding will be used to expand the assessments and implement any corrective action recommended by the findings.
- **External Website (\$250,000)** – The agency's main webpage is undergoing a complete redesign to meet modern standards of web design and communicate our programs and services in a clean and simple format. The website is scheduled to be launched in May and this additional funding will be used to ensure the website is operating in the manner we intended and allow for any technical refinements necessary to address issues that usually present themselves after the site's launch.

Financed Continuing Project Budget Requests

The only financed project is the **ERP Upgrade**. The amount requested in FY24 is \$693,804 and represents the third year of six for financing a total projected cost of \$4M. Montgomery Planning and the Department of Human Resources and Management prepaid their contributions for years three through six in FY22.

New Project Budget Requests

The only new project proposed is the development of **Learning Management System (LMS) Training Modules** for \$100,000. The LMS is an agency-wide system that was approved for funding and will be implemented in FY23 with minimal, introductory training modules. This funding is needed to develop compliance focused training modules for multiple disciplines across the agency (for example: safety, ethics, business applications, finance, etc.) that are relevant to employees in all job classifications.



Prince George's County Commission-wide CIO & IT Initiatives Internal Service Fund

The proposed budgetary impact of this new request for each department is:

FY24 CWIT New Projects Funding Needs - Montgomery				
	Planning	Parks	CAS	Total
LMS Content	6,060	32,000	3,150	41,240

FY24 CWIT New Projects Funding Needs - Prince George's					
	Planning	Parks	Recreation	CAS	Total
LMS Content	8,280	32,420	14,940	3,150	58,790

BUDGET AT A GLANCE

	FY23 Adjusted <u>Adopted</u>	FY24 <u>Proposed</u>	% <u>Change</u>	% <u>Allocated *</u>
<i>Montgomery County Budget</i>				
Expenditures	\$646,301	\$535,666	-17.1%	36.8%
<i>Prince George's County Budget</i>				
Expenditures	\$946,965	\$918,138	-3.0%	63.2%
<i>Combined Department Total Budget</i>				
Expenditures	\$1,593,266	\$1,453,804	-8.8%	100.0%

* Percent Allocated is the amount of the Department's budget funded by each county.



Prince George's County Commission-wide CIO & IT Initiatives Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

PRINCE GEORGE'S COUNTY COMMISSION-WIDE IT INITIATIVES INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Operating Revenues:					
Charges to Departments/Funds:	\$	\$	\$	\$	
DHRM	359,384	41,355	41,355	22,758	-45.0%
CIO	3,993	351	351	436	24.2%
Finance	355,017	43,793	43,793	26,054	-40.5%
Legal	15,431	9,200	9,200	10,972	19.3%
Inspector General	6,246	3,371	3,371	6,456	91.5%
Corporate IT	228,366	11,650	11,650	9,874	-15.2%
Parks & Recreation - Park Fund	942,997	354,633	354,633	355,716	0.3%
Parks & Recreation - Recreation Fund	1,535,616	369,633	369,633	338,236	-8.5%
Planning	402,599	112,979	112,979	147,636	30.7%
Enterprise	-	-	-	-	-
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	3,849,649	946,965	946,965	918,138	-3.0%
Operating Expenses:					
Personnel Services	-	-	-	-	-
Supplies and Materials	(2,055)	-	-	-	-
Other Services and Charges:	2,728,430	946,965	946,965	918,138	-3.0%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	60,274	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	-	-	-	-	-
Total Operating Expenses	2,786,649	946,965	946,965	918,138	-3.0%
Operating Income (Loss)	1,063,000	-	-	-	-
Nonoperating Revenue (Expenses):					
Debt Proceeds	-	-	-	-	-
Interest Income	-	-	-	-	-
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	-	-	-	-	-
Income (Loss) Before Operating Transfers	1,063,000	-	-	-	-
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	-	-	-	-	-
Change in Net Position	1,063,000	-	-	-	-
Total Net Position - Beginning	1,788,920	1,891,970	2,851,920	1,891,970	0.0%
Total Net Position - Ending	\$ 2,851,920	\$ 1,891,970	\$ 2,851,920	\$ 1,891,970	0.0%
Note: Future Financing Plans					
Capital equipment financed for IT Initiatives		\$ 2,357,200	\$ 2,357,200	\$ -	

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George's County

Commission-wide Executive Office Building Internal Service Fund

MISSION AND OVERVIEW

The Commission-wide Executive Office Building Internal Service Fund accounts for the expenses of operating the Executive Office Building in Riverdale, MD. This facility houses the bi-county operations of the agency including the departments of Finance, Legal, Human Resources and Management (“DHRM”), the Office of the Chief Information Officer, the Office of the Inspector General, the Merit System Board, and the Employees’ Retirement System. The Recruitment and Selection Office of DHRM and the agency-wide Archives program are located offsite.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The FY24 proposed budget is \$1,614,123 and includes an increase of 2.8% (or \$43,864) over FY23 levels.

Revenue

Occupancy: Revenue to the fund is provided annually through operational occupancy charges to the tenants based on allocated space. The occupancy rate is based on the per square footage cost of facility maintenance and repairs, mechanical systems, janitorial services, security, and electronic access systems, and grounds maintenance. In order to address increasing operational costs, the proposed budget includes an occupancy rate of \$29.25, which is a 4% increase over the FY23 adopted rate.

Interest: Interest income is projected to remain flat compared to FY23.

Fund Balance: Fund balance of \$89,307 will be used to absorb the proposed FY24 budget balance.

Expenditures

Personnel Services: This category includes an increase of 3.3% (\$8,507). The proposed budget includes 2 career positions and workyears. These positions manage the day-to-day operations of building mechanical systems, perform necessary repairs, and address occupant concerns. Extensive daily maintenance is required to operate a multi-story building and its grounds, thus requiring the facility staff to focus primarily on technical repairs and maintenance.

Other Operating Charges: This category includes an increase of 3.5% (\$39,320) for utilities, preventative maintenance, parts and equipment, repairs, maintenance supplies, and professional services including janitorial and pest control services.

Capital Projects: This category remains flat compared to FY23 levels and provides funding for any major structural building improvements, machinery, or equipment necessary to maintain the building and grounds.

Chargebacks: This category includes an increase of 5.3% (\$6,037) for salary and benefit allocations of Department of Human Resources and Management staff time. These allocations have been adjusted to more accurately reflect the time required by DHRM staff to support the facility’s operations.



Prince George’s County Commission-wide Executive Office Building Internal Service Fund

FY24 WORK PROGRAM PRIORITIES

Maintain Operations: Continue to ensure the facility is clean and fully functioning through maintenance and repair of systems and equipment, implementing necessary improvements, and addressing any concerns of employees, tenants and visitors.

Address Building Infrastructure Issues: Make upgrades to building infrastructure to ensure adequate building operations and employee safety. This would include:

- Replace bathroom fixtures that are past their useful life;
- Repair or replace flooring in areas that show signs of extensive wear, may contain asbestos, or create trip hazards; and
- Make incremental and needed upgrades to HVAC systems to provide improved airflow and heating/cooling.

COVID-19 Response: Continue to respond to any emergence of new variants or other pandemics by procuring personal protective equipment and cleaning supplies and assessing building systems (including HVAC systems) and conducting necessary updates to those systems.

Program Goals & Objectives

The primary goal of the Executive Office Building fund is the continued effective operation of building systems to ensure that employees have a safe, healthy, and productive work environment. To reach this goal, the fund covers expenses related to the ongoing maintenance and repairs of the facility and grounds. Due to the age of the building, over the next several years additional building infrastructure issues will be addressed through incremental upgrades such as those to HVAC and plumbing systems.

FY24 Staffing

No changes in positions or workyears are proposed.

Executive Office Building

	FY23 Adjusted Adopted	FY24 Proposed	% Change
Staffing			
Funded Career Positions	2.00	2.00	0.0%
Funded Workyears	2.00	2.00	0.0%



Prince George's County Commission-wide Executive Office Building Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

COMMISSION-WIDE EXECUTIVE OFFICE BUILDING INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22	FY 23	FY 23	FY 24	%
	Actual	Adjusted Adopted	Estimate	Proposed	Change
Operating Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	-
Charges for Services (Office Space Rental):					
PGC Parks and Recreation	131,225	-	-	-	-
Retirement System	113,027	117,548	117,548	123,917	5.4%
Chief Information Office	62,030	64,511	64,511	37,143	-42.4%
Risk Management	57,000	59,280	59,280	65,717	10.9%
Group Insurance	67,952	70,670	70,670	80,428	13.8%
CAS Departments	1,124,846	1,150,314	1,150,314	1,213,611	5.5%
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>1,556,080</u>	<u>1,462,323</u>	<u>1,462,323</u>	<u>1,520,816</u>	<u>4.0%</u>
Operating Expenses:					
Personnel Services	246,851	258,176	258,176	266,683	3.3%
Supplies and Materials	24,536	64,000	64,000	66,500	3.9%
Other Services and Charges:	412,281	1,044,300	1,044,300	1,071,120	2.6%
Debt Service:					
Debt Service Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Depreciation & Amortization Expense	59,663	-	-	-	-
Other Financing Uses	-	-	-	-	-
Capital Outlay	-	90,000	90,000	90,000	0.0%
Other Classifications	-	-	-	-	-
Chargebacks	110,426	113,783	113,783	119,820	5.3%
Total Operating Expenses	<u>853,757</u>	<u>1,570,259</u>	<u>1,570,259</u>	<u>1,614,123</u>	<u>2.8%</u>
Operating Income (Loss)	<u>702,323</u>	<u>(107,936)</u>	<u>(107,936)</u>	<u>(93,307)</u>	<u>-13.6%</u>
Nonoperating Revenue (Expenses):					
Interest Income	(40,435)	4,000	4,000	4,000	0.0%
Interest Expense, Net of Amortization	-	-	-	-	-
Loss on Sale/Disposal Assets	-	-	-	-	-
Total Nonoperating Revenue (Expenses):	<u>(40,435)</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>0.0%</u>
Income (Loss) Before Operating Transfers	<u>661,888</u>	<u>(103,936)</u>	<u>(103,936)</u>	<u>(89,307)</u>	<u>-14.1%</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	661,888	(103,936)	(103,936)	(89,307)	-14.1%
Total Net Position - Beginning	<u>5,846,070</u>	<u>5,800,945</u>	<u>6,507,958</u>	<u>6,404,022</u>	<u>10.4%</u>
Total Net Position - Ending	<u>\$ 6,507,958</u>	<u>\$ 5,697,009</u>	<u>\$ 6,404,022</u>	<u>\$ 6,314,715</u>	<u>10.8%</u>

Note: Internal Service Funds' actuals reflect the appropriate accounting treatment of debt principal, capital outlay and depreciation as reported in the ACFR; however, the budget for these funds is prepared on a cash requirements basis.



Prince George’s County Commission-wide Group Insurance Internal Service Fund

EXECUTIVE OVERVIEW

The Commission’s Group Insurance Fund accounts for the costs associated with providing health insurance benefits to active and retired employees. The Fund revenues include the employer, employee and retiree share of insurance premiums. The Flexible Spending program is also accounted for in this fund.

The Fund covers all active employees with health and other insurance coverage in the operating departments and retirees eligible for health benefits. The Fund is treated as a Commission-wide fund because its costs are not specifically generated by either county. Rather, the costs represent the total health insurance pool cost. In addition, OPEB Pay-go costs are paid through the Group Insurance Fund.

The Group Insurance program is part of the Department of Human Resources and Management. It is staffed by 6 full-time positions.

HIGHLIGHTS AND MAJOR CHANGES IN FY24 PROPOSED BUDGET

The proposed FY24 expenditure budget is \$79.0 million, which reflects a 10.3% increase over FY23 budget levels.

The FY24 Proposed budget reflects the Commission-adopted employee health insurance cost share. The administrative expenses are factored into the health insurance rates and paid through the employer and employee contributions for health care premiums.

The FY24 Proposed Budget contains a designated reserve of \$7.9 million, which is enough to meet the 10.0% of total operating expenses reserve policy.

Essential Needs

No essential needs are proposed for FY24.

<u>Staffing</u>	<u>FY23 Adjusted Adopted</u>	<u>FY24 Proposed</u>	<u>% Change</u>
Funded Career Positions	6.00	6.00	0.0%
Funded Workyears	6.00	6.00	0.0%



Prince George's County Commission-wide Group Insurance Internal Service Fund

SUMMARY OF FY24 PROPOSED BUDGET

COMMISSION-WIDE GROUP HEALTH INSURANCE INTERNAL SERVICE FUND Summary of Revenues, Expenses, and Changes in Fund Net Position PROPOSED BUDGET FISCAL YEAR 2024

	FY 22 Actual	FY 23 Adjusted Adopted	FY 23 Estimate	FY 24 Proposed	% Change
Operating Revenues:					
Intergovernmental:					
EGWP Subsidy	\$ 3,054,903	\$ 2,500,000	\$ 2,500,000	\$ 3,000,000	20.0%
Charges for Services:					
Employer Contributions, Other	-	-	-	-	-
Employee/Retiree Contributions	13,003,620	13,621,900	13,621,900	16,000,000	17.5%
Employer Contributions/Premiums	44,590,893	54,074,732	54,074,732	60,000,000	11.0%
Miscellaneous (Claim Recoveries, etc.)	-	-	-	-	-
Total Operating Revenues	<u>60,649,416</u>	<u>70,196,632</u>	<u>70,196,632</u>	<u>79,000,000</u>	<u>12.5%</u>
Operating Expenses:					
Personnel Services	838,708	835,983	835,983	909,621	8.8%
Supplies and Materials	22,592	53,000	53,000	62,500	17.9%
Other Services and Charges:					
Professional Services	3,269,202	698,870	698,870	967,328	38.4%
Insurance Claims and Fees	47,839,959	59,571,841	59,571,841	68,528,863	15.0%
Insurance Premiums	7,753,840	10,000,000	10,000,000	8,200,000	-18.0%
Change in IBNR	-	-	-	-	-
Other Classifications	-	-	-	-	-
Chargebacks	402,939	499,938	499,938	357,688	-28.5%
Total Operating Expenses	<u>60,127,240</u>	<u>71,659,632</u>	<u>71,659,632</u>	<u>79,026,000</u>	<u>10.3%</u>
Operating Income (Loss)	<u>522,176</u>	<u>(1,463,000)</u>	<u>(1,463,000)</u>	<u>(26,000)</u>	<u>-98.2%</u>
Non-operating Revenue (Expenses):					
Interest Income	<u>(174,818)</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0.0%</u>
Total Non-operating Revenue (Expenses)	<u>(174,818)</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0.0%</u>
Income (Loss) Before Operating Transfers	<u>347,358</u>	<u>(1,453,000)</u>	<u>(1,453,000)</u>	<u>(16,000)</u>	<u>-98.9%</u>
Operating Transfers In (Out):					
Transfer In	-	-	-	-	-
Transfer (Out)	-	-	-	-	-
Net Operating Transfer	-	-	-	-	-
Change in Net Position	347,358	(1,453,000)	(1,453,000)	(16,000)	-98.9%
Total Net Position, Beginning	13,109,513	12,877,334	13,456,871	12,003,871	-6.8%
Total Net Position, Ending	<u>13,456,871</u>	<u>11,424,334</u>	<u>12,003,871</u>	<u>11,987,871</u>	<u>4.9%</u>
Designated Position	5,901,537	7,165,963	7,165,963	7,902,600	10.3%
Unrestricted Position	7,555,334	4,258,371	4,837,908	4,085,271	-4.1%
Total Net Position, June 30	\$ <u>13,456,871</u>	\$ <u>11,424,334</u>	\$ <u>12,003,871</u>	\$ <u>11,987,871</u>	<u>4.9%</u>

Policy requires a reserve equal to 10% of Total Operating Expense



APPENDICES

Glossary	414
Acronyms	418
Historical Data	424
Pay Schedules	432
Multi-year Projections presented to Spending Affordability Committee.....	444



Prince George's County

Appendices - Glossary

Accrual Basis of Accounting – Method of accounting used for Enterprise and Internal Service Funds. Revenues are generally recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Administration Fund/Tax – Funds approved to finance planning and administrative support activities.

Adopted Budget – The Commission's budget as approved by the County Councils, including tax rates and expenditure limits by fund and division or operating unit. The Adopted Budget is printed in brief form without detailed description.

Advance Land Acquisition Revolving Fund (ALARF) – Source of disbursements for highways, streets, school sites and other public purposes. Originally financed by a Bond Issuance and is serviced through a dedicated property tax. Maintained by reimbursements from agencies for which the Commission bought the land.

Appropriation – Authority to spend money within a specified dollar limit for an approved work program during the fiscal year. The County Council makes these appropriations for each category of spending.

Assessable Base – Total assessed value of the real and commercial personal property in the districts in which the Commission operates. Assessed value of property is determined by the Maryland State Department of Assessments and Taxation. The tax rates (approved by the County Councils) are applied to the assessable bases in each district to produce the Commission's tax revenue. (See Tax Rate). The assessable base can vary by fund within the County. The Advance Land Acquisition and Recreation Funds cover the entire County, while certain municipalities and unincorporated areas of the Counties are excluded from the Administration and Park Fund assessable bases.

Authorized Positions – Number of approved positions in the Adopted Budget.

Balanced Budget – When revenues and other financing sources equal the expenditures, other uses, and required funds in a budget.

Bonds – Debt issued for a period of more than one year by governments, municipalities, and companies. Investors purchase the bonds and the seller of the bond agrees to repay the principal

amount of the loan at a specified time. Interest-bearing bonds pay interest periodically.

Budget – A detailed schedule of estimated revenues and expenditures for a specified period. (See *Operating Budget*)

Career Employee – An employment status for full and part time employees. Career employees occupy positions and their work effort is measured in workyears. (see *Workyears*)

Capital Improvement Program (CIP) – A six-year program describing major real property purchases, renovation and construction projects. The first year of the CIP is designated the Capital Budget. Years two through six reflect the capital program and are subject to future modification. The Commission submits its CIP annually to Prince George's County by January 15 and every odd numbered year to Montgomery County by November 1.

Capital Outlay – Funds in the operating budget for capital purchases other than land and improvements to the land, such as furniture, vehicles, and equipment. To qualify as capital outlay, an item must be a fixed asset and have a unit cost of \$10,000 or more. Capital outlay items are not as extensive as items in the Capital Budget.

Central Administrative Services (CAS) – The Commission's centralized core administrative departments (Human Resources and Management, Finance, Legal) and units (Inspector General, Chief Information Officer, Merit System Board) that are funded jointly by Prince George's and Montgomery Counties.

Chargebacks – Charges made by a department to other departments to recover all or a portion of the costs incurred to provide a specific service to those departments. These recoveries may be within the same fund or they may be from one fund to another. The expense appears under Other Classifications in the Commission structure.

Chief Information Officer (CIO)/Commission-Wide IT (CWIT) Initiatives – The Commission's unit responsible for enterprise-wide information technology systems, security, and strategic planning.

Collective Bargaining Agreement – A legally binding contract between the Commission as an employer and a certified representative of a recognized bargaining unit for specific terms and



Prince George's County Appendices - Glossary

conditions of employment (e.g., hours, working conditions, salaries, or employee benefits.)

Cost of Living Adjustment (COLA) – An upward increment of an employee's rate of pay to make up for the annual change in the Cost-of-Living rate.

Debt Service – Amount of funds needed to re-pay principal and interest on outstanding bonded indebtedness.

Depreciation – Amount allocated during a financial period to amortize the cost of acquiring capital assets over the useful life of those assets.

Enterprise Funds – Funds which account for the operation and maintenance of various facilities (such as golf courses and ice rinks) and services that are entirely or primarily supported by user fees.

Fiscal Year (FY) – The time period designated by the Commission signifying the beginning and ending period for recording financial transactions. The Commission's fiscal year begins on July 1 and ends on June 30.

Fund – A set of accounts reserved for types of revenues and expenditures for services such as parks, planning and administration. Funds are created to assure clear legal compliance with the accounting standards and practices.

Fund Balance – Amounts left unexpended or unencumbered in a fund at the end of a fiscal year.

General Fund – Fund used to account for all assets and liabilities except those particularly assigned for other purposes in another more specialized fund. The Commission's General Fund is made up of five operating funds: Montgomery County Administration Fund, Montgomery County Park Fund, Prince George's County Administration Fund, Prince George's County Park Fund, and Prince George's County Recreation Fund.

Generally Accepted Accounting Principles (GAAP) – The minimum standards governing financial reporting in both the public and private sector.

The Governmental Accounting Standards Board (GASB) – The independent organization that establishes and improves standards of financial accounting and reporting for state and local governments.

Governmental Funds – All funds except for the profit and loss funds (e.g., enterprise fund, internal service fund, and trust and agency fund). Governmental funds use the modified accrual method of accounting.

Internal Service Funds – Separate financial accounts used to record transactions provided by one department or unit to other departments of the Commission on a cost-reimbursement basis. Examples of Internal Service Funds include capital equipment, information systems, and risk management.

Land Use Article of the Annotated Code of Maryland – Establishes the purpose, powers, and duties of the Commission.

Merit Increase – An upward increment in an employee's rate of pay within the salary range for a given class of work recognizing the completion of a period of satisfactory service.

Modified Accrual Method – Method of accounting utilized for governmental funds where revenues are recorded when they are both measurable and available (collectable during the fiscal year or soon enough thereafter to pay current year liabilities), expenditures are recorded when a liability is incurred, and expenditures for debt service, claims and judgments are recorded only when payment has matured and is due.

Net Position – The residual of assets, deferred outflows of resources, liabilities, and deferred inflows of resources. This amount is broken out into three components: net investment in capital assets, restricted and unrestricted.

Operating Budget – A comprehensive financial plan by which the Commission's operating programs are funded for a single fiscal year.

Operating Budget Impact (OBI) – The increase (or possible decrease) in cost in the operating budget attributable to the addition of a new facility or program, or the renovation or expansion of an existing facility.

Other Services and Charges – Category of expenditure reflecting services, fees, repairs or maintenance on equipment, rents and leases, and insurance.

Park Fund/Tax – Funds approved to finance park operating expenses and debt service.



Prince George's County

Appendices - Glossary

Pay-As-You-Go (PAYGO) – Concept of utilizing available current revenues or fund balance to pay for capital projects in lieu of the use of bond proceeds, thus eliminating the need to pay interest charges on those bonds.

Personal Property Tax – A charge on movable property not attached to the land and improvements classified for purposes of assessment. This tax is imposed on businesses within the Commission's boundaries.

Personnel Services – Category of expenditure reflecting salaries, wages and benefits.

Position – An authorization of personnel effort on a continuous, year-round basis extending for an indefinite period.

Program Budget – Program budgets cut across organizational boundaries and are not constrained by unit accounting. A program budget requests funds for the resources necessary for a set of defined activities that support the mission of the department. A program budget differs from a line-item budget, which requests funds based on organizational structure including the costs of people, supplies, etc., that are required for specific activities from multiple sources.

Program Open Space (POS) – A state-funded program to provide for parkland and other open space for community use and preservation of natural resources.

Property Management Fund – An entity created to account for income and expenditures associated with the rental of park properties.

Proprietary Funds – A fund having profit and loss aspects. These funds use the accrual rather than modified accrual method of accounting. The two types of proprietary funds are the enterprise fund and internal service fund.

Real Property Tax – A charge on real estate, including land and improvements (buildings, fences, etc.) classified for purposes of assessment.

Recreation Fund/Tax – Those funds approved to finance recreation programs (Prince George's County only).

Reserve – A portion of funds in a budget that is legally restricted for a certain purpose.

Salary Lapse – Amount deducted from Personnel Services to account for assumed savings resulting from vacancies.

Seasonal/Intermittent – An employment status for temporary, intermittent, seasonal or as-needed employees. These employees do not occupy positions but their work effort is measured in workyears (see *Workyears*).

Service Charge/User Fee – A charge made to the public or other agencies for services performed by the Commission of a specific nature and thus not funded by tax revenues. Interchangeable with the term "user fee".

Special Revenue Funds – Funds used to account for and report on the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects.

Spending Affordability – A budgeting process that establishes recommended expenditure and other financial limits based on anticipated revenues and other factors. In Montgomery County, the County Council adopts formal Spending Affordability Guidelines (SAG) for all County agencies, including the Commission. In Prince George's County, a three-member Spending Affordability Committee (SAC) reviews the Commission's financial outlook and establishes a spending ceiling for both operating and capital spending.

Structural Deficit – When current revenue from taxes, fees, investments, grants and other sources is less than current expenditures. If available, fund balance is employed to cover the difference.

Support Services – Budget accounting for expenses that are shared by more than one division within a department or by more than one department. These expenses cannot appropriately or feasibly be allocated to the budgets of departments or their sub-units.

Tax Rate – The rate, expressed in cents per \$100.00 of assessed valuation (see *Assessable Base*), applied to real and commercial personal property to determine taxes levied to fund Commission operations.

Term Contract – An employment status of at least 30 hours per week for a period of less than two years. Term contract employees occupy positions and their work effort is measured in workyears.



Prince George's County Appendices - Glossary

User Fee – A charge made to the public or other agencies for services performed by the Commission of a specific nature and thus not funded by tax revenues. Interchangeable with the term *service charge*.

Workyear – A standardized unit for measurement of government personnel efforts and costs usually equivalent to 2,080 work hours in a year.



ACRONYMS

Audit Committee	AC
Annual Comprehensive Financial Report	ACFR
Arts and Cultural Heritage Division	ACHD
Americans with Disabilities Act	ADA
Air Installation Compatible Use Zone	AICUZ
Advance Land Acquisition	ALA
Agricultural Preservation Advisory Board	APAB
Adequate Public Facilities	APF
Adequate Public Facilities Ordinance	APFO
Aquatics Safety Assurance Program	ASAP
American Society for Testing and Materials	ASTM
All-Terrain Vehicle	ATV
Brentwood Arts Exchange	BAE
Beltsville Agricultural Research Center	BARC
Bi-county Transitway	BCT
Business Communication Systems	BCM
Bureau of Engraving and Printing	BEP
Baltimore Gas and Electric	BGE
Building Lot Termination	BLT
Base Realignment and Closure (military)	BRAC
Bus Rapid Transit	BRT
County Administration Building	CAB
Computer Aided Dispatch	CAD
Civil Air Patrol	CAP
Commission for Accreditation of Park and Recreation Agencies	CAPRA
Central Administrative Services	CAS
Chesapeake Bay Critical Area	CBCA
Central Business District	CBD
Community Based Planning	CBP
Corridor Cities Transitway	CCT
Centers for Disease Control and Prevention	CDC
Capital Equipment Internal Service Fund	CEISF
Calls-For-Service	CFS
Chief Information Officer	CIO
Capital Improvement Program	CIP
Criminal Justice Information Systems	CJIS
Certified Local Government	CLG
Countywide Map Amendment	CMA
Council of Governments	COG



Prince George's County Appendices - Acronyms

Continuity of Operations	COOP
Commercial-Off-the-Shelf	COTS
College Park Aviation Museum	CPAM
Community Planning Division	CPD
Consumer Price Index	CPI
Consumer Price Index – Urban	CPI-U
Consumer Products Safety Commission	CPSC
Crime Prevention through Environmental Design	CPTED
Certified Playground Safety Inspectors	CPSI
Commercial-Residential Zone	CR
Consolidated Transportation Program	CTP
Commission-wide Information Technology	CWIT
Drug Awareness Resistance Education	D.A.R.E.
Development Activity Monitoring System	DAMS
Drug Enforcement Agency	DEA
Department of Economic Development	DED
Diversity, Equity and Inclusion	DEI
Draft Environmental Impact Statement	DEIS
Department of Housing and Community Affairs	DHCA
Maryland Department of Housing and Community Development	DHCD
Department of Human Resources and Management	DHRM
Development Information Activity Center	DIAC
Maryland Department of Natural Resources	DNR
Department of Permitting, Inspections and Enforcement	DPIE
Department of Parks and Recreation	DPR
Department of Public Works and Transportation	DPW&T
Development Review Committee	DRC
Development Review Division	DRD
Disabled Student Programs and Services	DSPS
Environmental Assessment	EA
Enterprise Asset Management	EAM
Economic Development Corporation	EDC
Equity Focus Areas	EFA
Enterprise Financial Management	EFM
Enterprise Information Technology	EIT
Executive Office Building	EOB
Environmental Protection Agency	EPA
Enterprise Resource Planning	ERP
Employees' Retirement System (Pension)	ERS
Employee Self Service	ESS
Expedited Transit-Oriented Development	ETOD



Prince George's County Appendices - Acronyms

Federal Aviation Administration	FAA
Foundation for the Advancement of Music, and Education	FAME
Floor Area Ratio	FAR
Future Land Use	FLU
Fraternal Order of Police	FOP
Gang Resistance Education and Training	G.R.E.A.T.
Generally Accepted Accounting Principles	GAAP
Governmental Accounting Standards Board	GASB
Government Finance Officers Association	GFOA
Greenhouse Gas	GHG
Growth and Infrastructure Policy	GIP
Geographic Information System	GIS
Global Positioning System	GPS
Historic Area Work Permit	HAWP
Highway Capacity Manual	HCM
Harmony Hall Arts Center	HHAC
Housing Opportunities Commission	HOC
Historic Preservation Commission	HPC
Human Resources	HR
Human Resources Information Systems	HRIS
Inter-Center Basketball	ICB/GEAR
Inter County Connector	ICC
Interstate Commission on The Potomac River Basin	ICPRB
Information Management Division	IMD
Internet Protocol	IP
Integrated Pest Management	IPM
Internal Revenue Service	IRS
Internal Service Fund	ISF
Information Technology	IT
Interagency Technology Policy and Coordination Committee	ITPCC
Joint Base Andrews Naval Air Facility	JBA
Key Performance Indicators	KPIs
Local Area Network/Wide Area Network	LAN/WAN
Local Area Transportation Review	LATR
Light Emitting Diode	LED
Leadership in Environmental Education Design	LEED
Law Enforcement Officers Bill of Rights	LEOBR
Learning Management System	LMS
Legacy Open Space	LOS
Locally Preferred Alignment	LPA
Land Preservation, Parks, and Recreation	LPPR



Prince George's County Appendices - Acronyms

Long-Term Disability	LTD
Mid County Highway	M-83
Maryland Aviation Administration	MAA
Maryland Area Regional Commuter	MARC
Minority, Female and Disabled-Owned Business Enterprises	MBEs
Municipal and County Government Employees Organization/UFCWU Local 1994	MCGEO
Montgomery County Self Insurance Program	MCSIP
Maryland Department of Environment	MDE
Maryland Department of Planning	MDP
Maryland Economic Development Corporation	MEDCO
Museum Exhibit and Support Unit	MESU
Minority, Female and Disabled	MFD
Military Installation Overlay Zone	MIOZ
Major League Baseball	MLB
Maryland-National Capital Park and Planning Commission	M-NCPPC
Memorandum of Understanding	MOU
Moderately Priced Dwelling Unit	MPDU
Maryland Public Information Act	MPIA
Master Plan of Transportation	MPOT
Maryland Public Secondary Schools Athletic Association	MPSSAA
Metropolitan Service Area	MSA
Management Services Division	MSD
Maryland Transit Administration	MTA
Metropolitan Washington Council of Governments	MWCOG
Natural and Historic Resources Division	NHRD
National Oceanic Atmospheric Administration	NOAA
National Pollutant Discharge Elimination System	NPDES
National Plan of Integrated Airports	NPIAS
National Park and Recreation Association	NPRA
National Parks Service	NPS
Natural Resource Inventory Plans	NRIs
National Park and Recreation Association	NPRA
Microsoft Office 365	O365
Operating and Maintenance Costs	O&M
Office of Accountability, Oversight, and Recruitment	OAO
Operating Budget Impacts	OBIs
Office of the General Counsel	OGC
Office of the Inspector General	OIG
Maryland Open Meetings Act	OMA
Other Post-Employment Benefits	OPEB
Office Services Unit	OSU



Prince George's County Appendices - Acronyms

Public Affairs and Community Engagement	PACE
Police Athletic League	PAL
Partnership for Action Learning in Sustainability	PALS
Planning Assistance to Municipalities and Communities	PAMC
Policy Area Mobility Review	PAMR
Placemaking Around Town	PAT
Personal Computer	PC
Purchase Card Interface	PCI
Maryland Police and Correctional Training Commission	PCTC
Portable Document Format	PDF
Potomac Electric Power Company	PEPCO
Paid Family Medical Leave	PFML
Prince George's Department of Public Works & Transportation	PG DPWT
Prince George's County Boys and Girls Club	PGCB&GC
Prince George's County Public Schools	PGCPS
Prince George's Parks and Recreation	PGPR
Prince Georges' Parks & Recreation-Potomac Valley USA Swimming Team	PGPR-PV
Prince George's Sports and Learning Complex	PGSLC
Planning, Housing and Economic Development	PHED
Passive Optical Network	PON
Program Open Space	POS
Park and Printing Solutions	PPS
Parks, and Recreation Administration Building	PRA
Parks and Recreation Advisory Board	PRAB
Park, Recreation, and Open Space	PROS
Part Time	PT
Public Use Microdata Areas	PUMA
Residential-Agricultural	R-A
Resource Conservation Plan	RCP
Rural Density Transfer Zone	RDT
Residential-Estate	R-E
Regional Economic Development Strategy	REDS
Request for Proposal	RFP
Right of Way	ROW
Rural Residential	R-R
Residential Suburban Development	R-S
Research & Technology Center	RTC
Southern Area Aquatics and Recreation Complex	SAARC
Spending Affordability Committee	SAC
Storage Area Networks	SAN
Self-Contained Underwater Breathing Apparatus	SCUBA



Prince George's County Appendices - Acronyms

State Department of Assessments & Taxation	SDAT
Solar Energy Systems	SES
State Highway Administration	SHA
Service Level Agreements	SLA
Small-Local-Owned Business Enterprises	SLBEs
Sectional Map Amendment	SMA
Southern Maryland Electric Cooperative	SMEC
Special Revenue Fund	SRF
Science, Technology, Engineering, the Arts and Mathematics Motion Patroller Electric Vehicle	STEAM T3
Transportation Action Partnership	TAP
Tree Conservation Plan	TCP
Transit District Development Plan	TDDP
Transit District Overlay Zone	TDOZ
Transferable Development Rights	TDR
Total Maximum Daily Load	TMDL
Transit Oriented Development	TOD
Transportation Policy Area Review	TPAR
Therapeutic Recreation	TR
Transportation Review Guidelines	TRG
Town Sector Zone	T-S
University of Maryland Global Campus	UMGC-UMD
United States Army Core of Engineers	USACE
USA Track & Field	USATF
United States Forest Service	USFS
United States Fish & Wildlife Service	USFWS
United States Tennis Association	USTA
Voice over Internet Protocol	VoIP
Virtual Private Network	VPN
Washington Area Bicycle Association	WABA
Woodland Conservation Ordinance	WCO
West Hyattsville-Queens Sector Plan	WHQC-SP
Washington Metropolitan Area Transit Authority	WMATA
Water Quality Protection Funds	WQP
Washington Suburban Sanitary Commission	WSSC
Zoning Text Amendment	ZTA





THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Ratio of Net General Obligation Bonded Debt
To Assessed Value and Net General Obligation Bonded Debt Per Capita
Last Ten Fiscal Years

MONTGOMERY COUNTY

Year	Population	Park Acquisition and Development Bonds				Advance Land Acquisition Bonds			
		Assessed Value (2)	General Bonded Debt Outstanding (1)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita	Assessed Value (2)	General Bonded Debt Outstanding (1)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2013	1,015,534	\$ 140,577,467	\$ 32,462	0.02 %	\$ 31.97	\$ 161,877,310	\$ 1,665	0.001 %	\$ 1.64
2014	1,025,063	141,899,535	44,616	0.03	43.53	163,601,193	1,430	0.001	1.40
2015	1,033,370	142,418,524	41,464	0.03	40.13	163,656,758	1,200	0.001	1.16
2016	1,039,327	151,113,059	51,857	0.03	49.89	174,057,795	1,075	0.001	1.03
2017	1,047,239	157,476,558	56,953	0.04	54.38	181,546,725	1,020	0.001	0.97
2018	1,048,794	163,053,038	52,924	0.03	50.46	188,182,436	885	0.000	0.84
2019	1,051,129	167,427,077	64,917	0.04	61.76	193,106,472	750	0.000	0.71
2020	1,062,061	171,202,657	69,749	0.04	65.67	197,588,106	620	0.000	0.58
2021	1,069,095	175,812,274	65,965	0.04	61.70	203,030,055	490	0.000	0.46
2022	1,076,176	178,388,570	60,728	0.03	56.43	206,800,000	365	0.000	0.34

PRINCE GEORGE'S COUNTY

Year	Population	Park Acquisition and Development Bonds				Advance Land Acquisition Bonds			
		Assessed Value (2)	General Bonded Debt Outstanding (1)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita	Assessed Value (2)	General Bonded Debt Outstanding (1)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2013	890,081	\$ 73,123,809	\$ 47,086	0.06 %	\$ 52.90	\$ 75,744,055	\$ -	- %	n.a.
2014	904,430	70,551,045	67,280	0.10	74.39	75,744,055	-	-	n.a.
2015	909,535	71,578,363	58,860	0.08	64.71	76,747,781	-	-	n.a.
2016	908,049	74,240,911	73,329	0.10	80.75	79,385,919	-	-	n.a.
2017	912,756	78,488,744	64,534	0.08	70.70	83,863,174	-	-	n.a.
2018	909,308	84,361,738	92,162	0.11	101.35	90,065,188	-	-	n.a.
2019	909,327	89,052,828	110,946	0.12	122.01	95,038,631	-	-	n.a.
2020	909,612	100,289,916	110,946	0.11	121.97	100,289,916	-	-	n.a.
2021	910,551	99,283,346	103,467	0.10	113.63	105,862,549	-	-	n.a.
2022	n.a.	110,821,221	125,092	0.11	n.a.	110,821,221	-	-	n.a.

Notes: n.a. represents information that was unavailable at the time the tables were updated

Notes: (1) 000's omitted and this is the general bonded debt of both governmental and business-type activities, net of the original issuance discounts and premiums

(2) Metropolitan District only

Source: Assessed Value is from Montgomery County and Prince George's County Governments

Population estimates are from the U.S. Bureau of the Census, Population Estimates Branch



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

MONTGOMERY COUNTY

Year	Governmental Activities (1)		Business-Type Activities		Ratios			Advance Land Acquisition General		Ratios		
	General Obligation Bonds		Revenue Bonds and Notes		Total Primary Government(1)	Percentage Of Personal Income	Outstanding Debt Per Capita	Obligation Bonds(1)		Total Debt (1)	Percentage Of Personal Income	Outstanding Debt Per Capita
2013	\$ 32,240		\$ 222		\$ 32,462	0.04 %	\$ 31.97	\$ 1,665		\$ 34,127	0.05 %	\$ 33.60
2014	44,616		-		44,616	0.05	43.18	1,430		46,046	0.06	44.56
2015	41,464		-		41,464	0.05	39.90	1,200		42,664	0.05	41.05
2016	51,857		-		51,857	0.06	49.52	1,075		52,932	0.06	50.54
2017	56,953		-		56,953	0.06	54.30	1,020		57,973	0.06	55.28
2018	52,924		-		52,924	0.06	50.35	885		53,809	0.06	51.19
2019	64,917		-		64,917	0.07	61.12	750		65,667	0.07	61.83
2020	69,749		-		69,749	0.07	65.24	620		70,369	0.07	65.82
2021	65,965		-		65,965	0.07	61.70	490		66,455	0.07	62.16
2022	60,728		-		60,728	0.06	56.43	365		61,093	0.06	56.77

PRINCE GEORGE'S COUNTY

Year	Governmental Activities (1)		Business-Type		Ratios			Advance Land Acquisition General		Ratios		
	General Obligation Bonds		Revenue Bonds and Notes		Total Primary Government(1)	Percentage Of Personal Income (2)	Outstanding Debt Per Capita (2)	Obligation Bonds(1)		Total Debt (1)	Percentage Of Personal Income (2)	Outstanding Debt Per Capita (2)
2013	\$ 47,086		\$ -		\$ 47,086	0.12 %	\$ 52.90	\$ -		\$ 47,086	0.12 %	\$ 52.90
2014	67,280		-		67,280	0.17	74.39	-		67,280	0.17	74.39
2015	58,860		-		58,860	0.14	64.71	-		58,860	0.14	64.71
2016	73,329		-		73,329	0.17	80.75	-		73,329	0.17	80.75
2017	64,534		-		64,534	0.15	70.70	-		64,534	0.15	70.70
2018	92,162		-		92,162	0.21	101.35	-		92,162	0.21	101.35
2019	119,227		-		119,227	0.26	131.12	-		119,227	0.26	131.12
2020	110,946		-		110,946	0.23	121.97	-		110,946	0.23	121.97
2021	103,467		-		103,467	0.20	113.63	-		103,467	0.20	113.63
2022	125,092		-		125,092	n.a.	n.a.	-		125,092	n.a.	n.a.

Notes: (1) 000's omitted and general obligation bonds presented net of original issuance discounts and premiums.

(2) See Demographic Statistics table for personal income and population data. Data are not available for Prince George's County for FY 2022.

Source: The Maryland-National Capital Park and Planning Commission, Montgomery and Prince George's County Governments

Prince George's County Appendices – Historical Data

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Principal Employers

Current Fiscal Year and Nine Years Ago

MONTGOMERY COUNTY

Employer	2022			2013		
	Employees	Rank	Percentage of Total County Employment	Employees	Rank	Percentage of Total County Employment
U.S. Department of Health and Human Services	30,000 - 35,000	1	7.17 %	25,000 - 30,000	1	5.77 %
Montgomery County Public Schools	25,000 - 30,000	2	6.07	20,000 - 25,000	2	4.72
Montgomery County Government	10,000 - 15,000	3	2.76	10,000 - 15,000	4	2.62
U.S. Department of Defense	5,000 - 10,000	4	1.65	10,000 - 15,000	3	2.62
U.S. Department of Commerce	5,000 - 10,000	5	1.65	5,000 - 10,000	5	1.57
Adventist Healthcare	5,000 - 10,000	6	1.65	5,000 - 10,000	6	1.57
Holy Cross Hospital of Silver Spring	2,500 - 5,000	7	0.83	*		-
AstraZeneca Pharmaceuticals LP	2,500 - 5,000	8	0.83	*		-
Government Employees Insurance Co.	2,500 - 5,000	9	0.83	*		-
Montgomery Community College	2,500 - 5,000	10	0.83	5,000 - 10,000	7	1.57
Marriott International Admin Svcs, Inc.	**		-	5,000 - 10,000	8	1.57
Lockheed Martin Corporation	**		-	2,500 - 5,000	9	0.79
Verizon	**		-	2,500 - 5,000	10	0.79
Total			24.27 %			23.59 %

PRINCE GEORGE'S COUNTY

Employer	2021 (1)			2012		
	Employees	Rank	Percentage of Total County Employment	Employees	Rank	Percentage of Total County Employment
University System of Maryland (2)	20,250	1	4.03 %	17,334	1	3.70 %
Joint Base Andrews Naval Air Facility Washington*	17,500	2	3.48	13,500	2	2.88
U.S. Internal Revenue Service *	4,735	3	0.94	5,539	4	1.18
United States Census Bureau *	4,605	4	0.92	4,414	5	0.94
WMATA (Metro)	3,546	5	0.71	**		-
United Parcel Service	3,000	6	0.60	4,220	6	0.90
NASA/Goddard Space Flight Center *	3,000	7	0.60	3,171	7	0.68
Prince George's Community College	2,045	8	0.41	2,631	10	0.56
MGM National Harbor	2,000	9	0.40	**		-
Gaylord National Resort and Convention Center	2,000	10	0.40	**		-
Prince George's County Government	**		-	5,834	3	1.24
Giant Food, Inc.	**		-	3,000	8	0.64
Verizon	**		-	2,738	9	0.58
Total	62,681		12.46 %	62,381		13.30 %

Note:

(1) 2022 Information is not yet available.

(2) Includes UMPC, UMUC and Bowie State University

(*) Employee counts for federal and military facilities exclude contractors

(**) Employer is not one of the ten largest employers during the year noted

Source: Montgomery County and Prince George's County Governments



Prince George's County Appendices – Historical Data

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Demographic Statistics
Last Ten Fiscal Years

MONTGOMERY COUNTY

Year	Population (1)	Total Personal Income 000's omitted (2,3)	Per Capita Income (4)	Labor Force (5)	Unemployment Rate (6)	Registered Pupils (7)
2013	1,015,534	\$ 74,492,736	\$ 73,353	543,134	4.9 %	148,779
2014	1,025,063	76,427,993	74,559	544,271	4.3	151,298
2015	1,033,370	82,006,462	79,358	547,229	3.8	153,852
2016	1,039,327	86,825,633	83,540	544,649	3.3	156,447
2017	1,047,239	89,382,425	85,351	561,370	3.2	159,010
2018	1,048,794	90,527,613	86,316	564,403	2.9	161,545
2019	1,051,129	90,629,668	86,221	575,351	2.8	162,680
2020	1,062,061	94,191,794	88,688	556,465	6.2	165,267
2021	1,069,095	99,800,000	93,350	547,389	5.5	160,564
2022	1,076,176	102,500,000	95,245	552,640	3.3	158,232

PRINCE GEORGE'S COUNTY

Year	Population (8)	Total Personal Income 000's omitted (2)	Per Capita Income (2) (4)	Labor Force (9)	Unemployment Rate (6)	Registered Pupils (10)
2013	890,081	\$ 38,595,921	\$ 43,362	467,318	6.9 %	123,737
2014	904,430	40,215,913	44,465	469,359	6.2	125,136
2015	909,535	40,806,805	44,866	495,449	4.7	127,576
2016	908,049	41,922,938	46,168	498,002	4.4	128,936
2017	912,756	43,232,981	47,365	513,393	4.7	130,814
2018	909,308	44,938,165	49,420	504,423	4.1	132,322
2019	909,327	46,034,388	50,625	515,140	4.0	132,667
2020	909,612	49,296,368	54,195	493,988	7.9	135,962
2021	910,551	52,461,141	57,615	502,401	6.1	131,657
2022	n.a.	n. a.	n. a.	n. a.	n.a	n.a.

Notes: n.a. represents information that was unavailable at the time the tables were updated

- (1) Source: Data for 2013-2022 estimated by the Montgomery County, Department of Finance
- (2) Source: Bureau of Economic Analysis, U.S. Department of Commerce (Income data for 2022 is not currently available for Prince George's County)
- (3) Source: Data for 2013-2022 estimated by the Montgomery County, Department of Finance
- (4) Source: Per Capita Income is derived by dividing personal income by population
- (5) Source: Bureau of Labor Statistics, U.S. Department of Labor
- (6) Source: Maryland Department of Labor, Licensing and Regulations. Represents yearly average figures.
- (7) Source: Data for 2013-2022 estimated by the Montgomery County, Department of Finance
- (8) Source: Data for 2013-2021 are estimates derived by the Prince George's County Department of Finance from the U.S. Bureau of the Census. Updated November 16, 2022
- (9) Source: Maryland Department of Labor, Career and Workforce Information, updated June 2021.
- (10) Source: www.mdreportcard.org, updated 8/14/2022



Prince George's County Appendices – Historical Data

PRINCE GEORGE'S COUNTY TAX RATES BY FUND: FY10 THRU FY24

<u>YEAR</u>		<u>ADMINISTRATION</u>	<u>PARK</u>	<u>RECREATION</u>	<u>ADVANCE LAND ACQUISITION</u>	<u>COMMISSION TOTAL</u>
<u>FY10</u>	Real	0.0466	0.1719	0.0592	0.0013	0.2790
	Personal	0.1165	0.4298	0.1480	0.0032	0.6975
<u>FY11</u>	Real	0.0466	0.1719	0.0592	0.0013	0.2790
	Personal	0.1165	0.4298	0.1480	0.0032	0.6975
<u>FY12</u>	Real	0.0466	0.1719	0.0605	-	0.2790
	Personal	0.1165	0.4298	0.1512	-	0.6975
<u>FY13</u>	Real	0.0541	0.1544	0.0705	-	0.2790
	Personal	0.1353	0.3860	0.1762	-	0.6975
<u>FY14</u>	Real	0.0541	0.1544	0.0705	-	0.2790
	Personal	0.1353	0.3860	0.1762	-	0.6975
<u>FY15</u>	Real	0.0541	0.1544	0.0705	-	0.2790
	Personal	0.1353	0.3860	0.1762	-	0.6975
<u>FY16</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY17</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY18</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY19</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY20</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY21</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY22</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY23 ADOPTED</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350
<u>FY24 PROPOSED</u>	Real	0.0566	0.1594	0.0780	-	0.2940
	Personal	0.1415	0.3985	0.1950	-	0.7350

NOTE: Rates are per \$100 of assessed valuation.



Prince George's County Appendices – Historical Data

PRINCE GEORGE'S COUNTY REVENUES BY FUND: FY10 THRU FY24

YEAR	ADMINISTRATION	PARK	RECREATION	ADVANCE LAND ACQUISITION	ENTERPRISE	SPECIAL REVENUE	TOTAL
FY10	\$47,539,880	\$168,505,530	\$68,489,160	\$1,331,241	\$19,190,070	\$6,600,741	\$311,656,622
FY11	\$43,598,588	\$155,067,910	\$64,126,487	\$1,226,133	\$19,246,042	\$6,498,317	\$289,763,477
FY12	\$41,914,068	\$148,157,400	\$62,669,503	\$20,423	\$20,447,484	\$6,606,507	\$279,815,385
FY13	\$44,886,984	\$167,858,932	\$66,457,098	(\$2,164)	\$18,954,573	\$7,195,200	\$305,350,623
FY14	\$43,244,181	\$119,691,034	\$65,739,812	\$1,298	\$18,718,941	\$8,131,151	\$255,526,417
FY15	\$43,301,686	\$120,113,682	\$65,757,736	\$310	\$19,300,333	\$7,162,393	\$255,636,140
FY16	\$46,822,167	\$150,626,799	\$74,475,448	\$774	\$18,718,208	\$7,227,894	\$297,871,290
FY17	\$50,886,287	\$140,198,260	\$79,833,954	\$455	\$18,379,647	\$7,326,773	\$296,625,376
FY18	\$54,030,873	\$148,553,695	\$84,068,783	\$331	\$17,650,190	\$8,190,442	\$312,494,314
FY19	\$58,106,191	\$159,037,925	\$87,810,258	\$287	\$17,404,427	\$7,509,744	\$329,868,832
FY20	\$60,065,278	\$168,039,028	\$89,511,620	\$200	\$14,955,331	\$5,458,753	\$338,030,209
FY21	\$62,711,549	\$173,004,300	\$91,403,059	\$74	\$17,750,792	\$1,774,065	\$346,643,839
FY22	\$63,898,408	\$174,356,810	\$95,551,066	\$161	\$18,192,312	\$3,501,842	\$355,500,599
FY23 ADOPTED	\$66,727,517	\$182,608,112	\$105,038,520	\$0	\$13,524,910	\$6,705,338	\$374,604,397
FY24 PROPOSED	\$68,174,607	\$192,035,394	\$110,100,320	\$0	\$13,106,428	\$6,705,338	\$390,122,087



Prince George's County Appendices – Historical Data

PRINCE GEORGE'S COUNTY EXPENDITURES BY FUND: FY10 THRU FY24

YEAR	ADMINISTRATION	PARK	RECREATION	ADVANCE LAND ACQUISITION	ENTERPRISE	SPECIAL REVENUE	TOTAL
FY10	\$42,956,456	\$170,473,900	\$66,497,008	\$1,330,748	\$21,628,325	\$6,743,147	\$309,629,584
FY11	\$41,836,466	\$153,508,201	\$68,681,869	\$1,240,913	\$21,923,090	\$5,394,813	\$292,585,352
FY12	\$42,201,370	\$118,598,989	\$67,122,354	\$21,125	\$22,115,089	\$6,044,573	\$256,103,500
FY13	\$43,065,241	\$114,472,444	\$62,730,936	\$0	\$20,278,177	\$6,184,938	\$246,731,736
FY14	\$43,232,140	\$143,834,821	\$68,075,030	\$0	\$21,546,672	\$7,035,505	\$283,724,168
FY15	\$45,260,119	\$137,081,915	\$69,829,806	(\$1,284)	\$21,560,807	\$6,721,983	\$280,453,346
FY16	\$43,648,248	\$135,585,634	\$73,612,925	\$774	\$20,669,914	\$6,441,735	\$279,959,230
FY17	\$41,472,971	\$131,348,336	\$67,802,662	\$430	\$20,976,605	\$6,999,310	\$268,600,314
FY18	\$42,134,896	\$139,979,625	\$70,327,486	\$347	\$20,409,744	\$6,625,438	\$279,477,536
FY19	\$44,561,636	\$155,731,537	\$91,177,091	\$287	\$21,515,890	\$7,322,653	\$320,309,094
FY20	\$50,301,836	\$179,881,257	\$82,883,834	\$146	\$19,578,125	\$5,646,737	\$338,291,935
FY21	\$110,199,164	\$183,049,173	\$81,969,638	\$120	\$14,861,052	\$2,272,468	\$392,351,615
FY22	\$50,374,992	\$171,434,087	\$88,865,316	\$151	\$21,122,419	\$2,693,319	\$334,490,284
FY23 ADOPTED*	\$64,913,133	\$246,062,288	\$167,018,943	\$0	\$13,524,910	\$6,769,838	\$498,289,112
FY24 PROPOSED*	\$68,204,607	\$183,223,548	\$107,394,121	\$0	\$13,451,632	\$6,769,838	\$379,043,746

*Includes Reserves for Administration, Park and Recreation Funds



Prince George's County Appendices – Historical Data

PRINCE GEORGE'S COUNTY WORKYEARS BY FUND: FY10 THRU FY24

<u>YEAR</u>	<u>ADMINISTRATION</u>	<u>PARK</u>	<u>RECREATION</u>	<u>ENTERPRISE</u>	<u>SPECIAL REVENUE</u>	<u>TOTAL</u>
FY10	284.60	767.40	751.60	202.00	198.50	2,204.10
FY11	283.15	789.40	765.80	200.50	216.50	2,255.35
FY12	275.15	800.10	709.60	193.00	216.50	2,194.35
FY13	261.10	824.30	687.10	188.00	216.50	2,177.00
FY14	267.20	845.80	716.10	180.00	215.50	2,224.60
FY15	268.45	865.30	729.10	181.00	215.50	2,259.35
FY16	256.69	892.80	779.60	202.00	263.50	2,394.59
FY17	250.81	896.45	775.13	202.00	263.50	2,387.89
FY18	255.65	947.45	915.63	203.00	263.50	2,585.23
FY19	263.69	955.43	947.82	199.00	263.50	2,629.44
FY20	270.18	984.90	1,005.56	206.10	264.80	2,731.54
FY21	273.80	1,028.11	1,177.17	258.60	189.10	2,926.78
FY22	288.13	1,033.39	1,155.78	267.30	140.20	2,884.80
FY23 ADOPTED	296.65	1,067.95	1,275.59	138.40	136.40	2,914.99
FY24 PROPOSED	308.53	1,107.73	1,276.16	138.40	136.40	2,967.22



Prince George's County Appendices – Pay Schedules

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
General Service Pay Schedule
Effective September 4, 2022**

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
10	\$31,249 \$15.0236	\$44,693 \$21.4870	\$58,138 \$27.9510
12	\$35,107 \$16.8784	\$48,641 \$23.3851	\$62,176 \$29.8923
14	\$38,843 \$18.6745	\$53,817 \$25.8736	\$68,792 \$33.0731
16	\$43,586 \$20.9548	\$60,389 \$29.0332	\$77,192 \$37.1115
18	\$49,361 \$23.7313	\$68,390 \$32.8798	\$87,419 \$42.0284
20	\$51,829 \$24.9178	\$71,810 \$34.5240	\$91,792 \$44.1308
22	\$55,958 \$26.9029	\$77,532 \$37.2750	\$99,106 \$47.6471
24	\$58,756 \$28.2481	\$81,406 \$39.1375	\$104,057 \$50.0274
26	\$63,374 \$30.4683	\$87,915 \$42.2668	\$112,457 \$54.0659
28	\$67,614 \$32.5067	\$94,785 \$45.5697	\$121,955 \$58.6322
30	\$73,760 \$35.4615	\$103,405 \$49.7139	\$133,049 \$63.9659
32	\$81,932 \$39.3904	\$113,477 \$54.5563	\$145,022 \$69.7221
34	\$88,332 \$42.4673	\$122,386 \$58.8394	\$156,439 \$75.2111
36	\$97,737 \$46.9889	\$135,418 \$65.1048	\$173,099 \$83.2207
38	\$107,141 \$51.5101	\$148,448 \$71.3692	\$189,756 \$91.2288
40	\$117,854 \$56.6606	\$158,549 \$76.2255	\$199,243 \$95.7899

Approved by the Commission
June 15, 2022



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Service/Labor Bargaining Unit Pay Schedule
Effective June 11, 2023**

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Longevity</u>
HL1	\$27,912 \$13.4192	\$38,674 \$18.5933	\$49,436 \$23.7673	\$51,042 \$24.5394
HL2	\$31,172 \$14.9865	\$44,584 \$21.4346	\$57,995 \$27.8822	\$59,880 \$28.7885
HL3/HL4	\$35,022 \$16.8375	\$48,524 \$23.3288	\$62,027 \$29.8207	\$64,042 \$30.7894
HL5/HL6	\$38,748 \$18.6288	\$53,688 \$25.8115	\$68,627 \$32.9938	\$70,857 \$34.0659
HL7	\$43,480 \$20.9038	\$60,243 \$28.9630	\$77,006 \$37.0221	\$79,509 \$38.2255

**Approved by the Commission
September 8, 2022**



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Office/Clerical Bargaining Unit Pay Schedule
Effective June 11, 2023**

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Longevity</u>
HC1	\$27,995 \$13.4591	\$38,788 \$18.6481	\$49,581 \$23.8370	\$51,192 \$24.6115
HC2	\$29,903 \$14.3764	\$41,432 \$19.9192	\$52,960 \$25.4615	\$54,681 \$26.2889
HC3	\$31,263 \$15.0303	\$44,715 \$21.4976	\$58,166 \$27.9644	\$60,056 \$28.8731
HC4	\$35,125 \$16.8870	\$48,665 \$23.3966	\$62,205 \$29.9063	\$64,226 \$30.8779
HC5	\$38,863 \$18.6841	\$53,846 \$25.8875	\$68,830 \$33.0913	\$71,067 \$34.1668
HC6	\$43,608 \$20.9654	\$60,420 \$29.0481	\$77,233 \$37.1313	\$79,743 \$38.3380

**Approved by the Commission
September 8, 2022**



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Trades Bargaining Unit Pay Schedule
Effective June 11, 2023**

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Longevity</u>
HT1	\$29,903 \$14.3764	\$41,432 \$19.9192	\$52,960 \$25.4615	\$54,681 \$26.2889
HT2	\$35,125 \$16.8870	\$48,665 \$23.3966	\$62,205 \$29.9063	\$64,226 \$30.8779
HT3	\$38,863 \$18.6841	\$53,845 \$25.8870	\$68,828 \$33.0904	\$71,064 \$34.1654
HT4	\$43,608 \$20.9654	\$60,420 \$29.0481	\$77,233 \$37.1313	\$79,743 \$38.3380

**Approved by the Commission
September 8, 2022**



Prince George's County Appendices – Pay Schedules

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

FOP Park Police

Effective June 11, 2023

Rank	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
P02 (annual) (hourly)	\$57,924 \$27,8481	\$59,956 \$28,8250	\$62,056 \$29,8346	\$64,229 \$30,8793	\$66,471 \$31,9572	\$68,802 \$33,0779	\$71,208 \$34,2346	\$73,701 \$35,4332	\$76,277 \$36,6716	\$78,953 \$37,9582	\$81,718 \$39,2875	\$84,571 \$40,6591	\$87,532 \$42,0827	\$90,596 \$43,5558	\$93,767 \$45,0803		
P03 (annual) (hourly)	\$57,901 \$27,8370	\$60,823 \$29,2418	\$62,955 \$30,2668	\$65,166 \$31,3298	\$67,438 \$32,4221	\$69,790 \$33,5529	\$72,241 \$34,7313	\$74,767 \$35,9457	\$77,390 \$37,2067	\$80,095 \$38,5072	\$82,899 \$39,8553	\$85,805 \$41,2524	\$88,809 \$42,6966	\$91,911 \$44,1880	\$95,127 \$45,7341	\$98,456 \$47,3346	
P04 (annual) (hourly)	\$60,795 \$29,2284	\$63,862 \$30,7029	\$66,104 \$31,7808	\$68,416 \$32,8923	\$70,808 \$34,0423	\$73,288 \$35,2346	\$75,850 \$36,4663	\$78,504 \$37,7423	\$81,256 \$39,0654	\$84,095 \$40,4303	\$87,043 \$41,8476	\$90,090 \$43,3125	\$93,240 \$44,8269	\$96,507 \$46,3976	\$99,888 \$48,0231	\$103,384 \$49,7038	
P05 (annual) (hourly)	\$67,026 \$32,2240	\$70,415 \$33,8534	\$72,876 \$35,0365	\$75,428 \$36,2635	\$78,064 \$37,5308	\$80,799 \$38,8457	\$83,627 \$40,2053	\$86,557 \$41,6139	\$89,588 \$43,0712	\$92,719 \$44,5764	\$95,968 \$46,1385	\$99,331 \$47,7553	\$102,799 \$49,4226	\$106,398 \$51,1529	\$110,118 \$52,9413	\$113,972 \$54,7942	\$117,961 \$56,7120
Rank	ASI 1* (3.5%)	ASI 2** (3.5%)															
P02 (annual) (hourly)	\$97,049 \$46,6582	\$100,446 \$48,2913															
P03 (annual) (hourly)	\$101,902 \$48,9913	\$105,469 \$50,7063															
P04 (annual) (hourly)	\$107,002 \$51,4433	\$110,747 \$53,2438															
P05 (annual) (hourly)	\$122,090 \$58,6971	\$126,363 \$60,7514															

*ASI 1 Applies to all officers on the first anniversary date on which the officer has completed 16 years.

**ASI2 Applies to all officers on the first anniversary date on which the officer has completed 19 years.

Approved by the Commission
June 15, 2022

**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Park Police Command Officers
Effective June 11, 2023**

<u>Title</u>		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Lieutenant [P06]	(annual)	\$ 78,520	\$ 108,438	\$ 138,354
	(hourly)	\$ 37.7500	\$ 52.1337	\$ 66.5163
Captain [P07]	(annual)	\$ 90,845	\$ 125,451	\$ 160,057
	(hourly)	\$ 43.6755	\$ 60.3130	\$ 76.9505
Commander [P09]	(annual)	\$ 110,976	\$ 147,333	\$ 183,691
	(hourly)	\$ 53.3538	\$ 70.8332	\$ 88.3130

**Officer Candidate Pay Scale
Effective June 11, 2023**

<u>Position</u>		<u>Scale</u>
Candidate [PC]	(annual)	\$ 57,924
	(hourly)	\$ 27.8481

**Approved by the Commission
June 15, 2022**



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Special Salary Range Pay Schedule for Select Career IT Positions ONLY
Effective September 4, 2022**

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
EGT	\$51,829 \$24.9178	\$71,810 \$34.5240	\$91,792 \$44.1308
EHT	\$58,756 \$28.2481	\$81,406 \$39.1375	\$104,057 \$50.0274
EIT	\$66,540 \$31.9904	\$92,310 \$44.3798	\$118,079 \$56.7688
EJT	\$80,400 \$38.6538	\$112,711 \$54.1880	\$145,022 \$69.7221

<u>TITLE</u>	<u>GRADE</u>
Programmer/Analyst I	EGT
GIS Specialist I	EGT
IT Telecommunications Spec I	EGT
Programmer/Analyst II	EHT
GIS Specialist II	EHT
Senior IT Support Specialist	EIT
Programmer/Analyst III	EIT
GIS Specialist III	EIT
IT Systems Manager/Leader	EJT

**Approved by the Commission
June 15, 2022**



Prince George's County Appendices – Pay Schedules

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Seasonal/Intermittent Pay Schedule
Proposal Effective on or before 5/8/22 (B2) and 5/15/22 (B1)

	<u>GRADE</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
PFA I (920) and RCI/Instructor I (950)	S1	\$15.0000	\$17.1250	\$19.2500
PFA II (921)	S2	\$15.0500	\$17.2570	\$19.5000
PFA III (922)	S3	\$15.1000	\$17.4250	\$19.7500
PFMA I (930) and RCI/Instructor II (951)	S4	\$15.2500	\$17.6900	\$20.1300
PFMA II (931)	S5	\$15.7500	\$18.3488	\$20.9475
PFMA III (932)	S7	\$16.0000	\$18.7200	\$21.4400
Call Center/Help Desk Rep 1 - 936 and RCI/Instructor III (952)	S8	\$16.2500	\$19.1750	\$22.1000
Not in Use	S10	\$16.3700	\$19.3985	\$22.4269
Intern I, Playground Manager and RCI/Instructor IV (953)	S11	\$16.5000	\$19.6350	\$22.7700
Call Center/Help Desk Rep 2 (937)	S12	\$16.7500	\$20.1000	\$23.4500
Intern II, Call Center-Help Desk Rep 3 (938) and RCI/Instructor V (954)	S13	\$17.0000	\$21.5050	\$26.0100
Not in Use	S14	\$17.5395	\$22.3632	\$27.1869
Camp Health Supv (941) and RCI/Instructor VI (955)	S15	\$20.1711	\$25.7179	\$31.2647

Approved by the Commission
September 15, 2021



Prince George's County Appendices – Pay Schedules

**The Maryland-National Capital Park and Planning Commission
Aquatics Seasonal/Intermittent Pay Schedule
Effective on or before 5/8/22 (B2) and 5/15/22 (B1)**

	<u>Grade</u>	<u>First Year</u>	<u>Second Year</u>	<u>Third Year</u>	<u>Fourth Year</u>
900 - Ramp Guard/Slide Attendant	AQ2	\$15.00	\$15.75	\$16.54	\$17.36
906 - Shallow Water Lifeguard	AQ3	\$16.20	\$17.01	\$17.86	\$18.75
901 - Lifeguard	AQ4	\$17.50	\$18.38	\$19.29	\$20.26
902 - Instructor Aide/Swim Lessons	AQ5	\$18.50	\$19.43	\$20.40	\$21.42
903 - Assistant Pool Manager	AQ6	\$20.00	\$21.00	\$22.05	\$23.15
905 - Water Safety Instructor or 904 - Pool Manager	AQ7	\$22.00	\$23.10	\$24.26	\$25.47
907 - Senior Pool Manager	AQ8	\$25.00	\$26.25	\$27.56	\$28.94

**Approved by the Commission
September 15, 2021**



Prince George's County Appendices – Pay Schedules

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Specialty Services Pay Schedule
Proposal Effective on or before 5/8/22 (B2) and 5/15/22 (B1)**

	<u>GRADE</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
Spec Svcs Instructor 1	SS1	\$15.0000	\$18.5000	\$22.0000
Spec Svcs Instructor 2	SS2	\$16.0000	\$21.5000	\$27.0000
Spec Svcs Instructor 3	SS3	\$17.0000	\$25.5000	\$34.0000
Spec Svcs Instructor 4	SS4	\$21.0000	\$33.5000	\$46.0000
Spec Svcs Instructor 5*	SS5	\$34.0000	\$54.5000	\$75.0000

**Approved by the Commission
September 15, 2021**



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Tennis Instructor Pay Schedule
Proposal Effective on or before 5/8/22 (B2) and 5/15/22 (B1)**

	<u>GRADE</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
Tennis Instructor 1	TI1	\$15.0000	\$17.5000	\$20.0000
Tennis Instructor 2	TI2	\$17.5000	\$21.3750	\$25.2500
Tennis Instructor 3	TI3	\$20.0000	\$28.7500	\$37.5000
Tennis Instructor 4	TI4	\$32.0000	\$36.0000	\$40.0000

**Approved by the Commission
September 15, 2021**



**Prince George's County
Appendices – Pay Schedules**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Seasonal/Intermittent
2022 Summer Camp/Playground/Playtime and Safe Summer Staff
Effective: 5/1/22 (B1) and 5/8/22 (B2)**

JOB TITLE	JOB CODE	GRADE	RATES
Playground Manager/Camp Director	940	S11	\$21.00
Camp Health Supervisor	941	S15	\$21.00 - \$31.2647
Camp/Playground Asst Director	943	S7	\$18.00
Camp/Playground Administrator	944	S5	\$16.75
Camp/Playground Senior Counselor	945	S4	\$16.00
Camp/Playground Counselor	946	S3	\$15.50
Camp/Playground Assistant Counselor	947	S1	\$15.25
Summer Youth Employment Program Counselor	962	S1	\$15.00
Safe Summer Staff	948	S13	\$20.50

**Approved by the Commission
September 15, 2021**



The Maryland-National Capital Park and Planning Commission
Prince George's County
Administration Fund

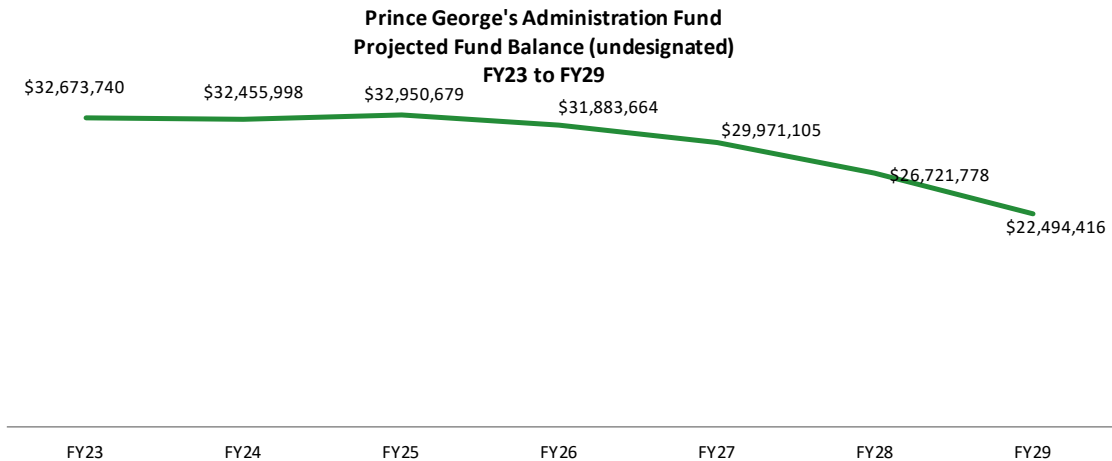
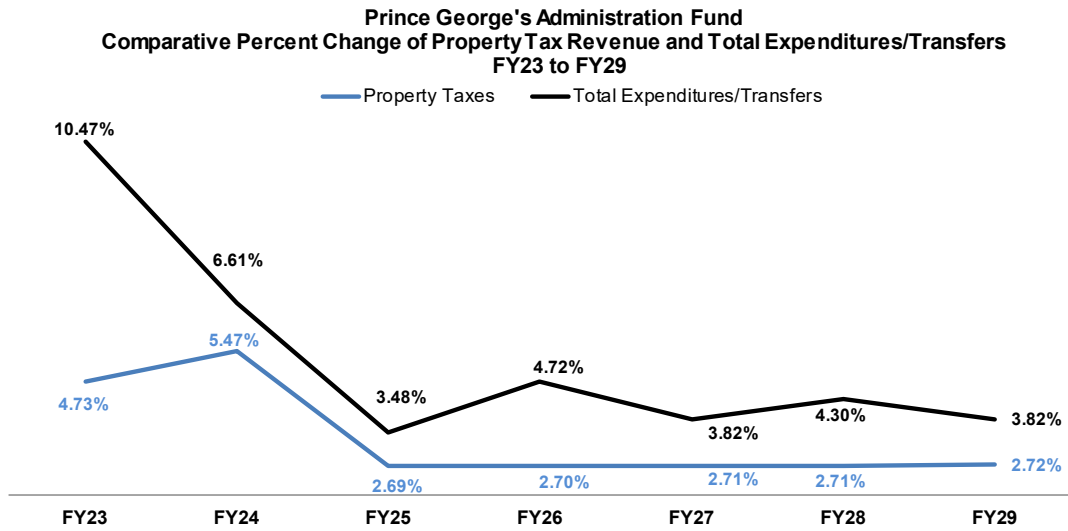
SUMMARY STATEMENT OF REVENUES EXPENDITURES and CHANGES IN FUND BALANCE								
	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
	Adopted	Estimated	Projected	Projected	Projected	Projected	Projected	Projected
Revenues by Type:								
Tax Revenues	65,680,000	65,603,500	69,193,100	71,057,000	72,976,000	74,951,500	76,985,300	79,079,200
Intergovernmental Revenues	247,517	247,517	228,266	228,266	209,014	209,014	189,762	189,762
Sales	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Charges for Services	650,000	650,000	680,000	693,600	707,472	721,621	736,054	750,775
Interest Revenue	100,000	100,000	100,000	105,000	110,250	115,763	121,551	127,628
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Budgetary Revenue (use of fund balance)	1,430,436	-	-	-	-	-	-	-
Total Revenues	68,157,953	66,651,017	70,251,366	72,133,866	74,052,736	76,047,898	78,082,667	80,197,365
Expenditures by Type:								
Personnel	43,392,490	43,392,490	48,212,428	51,428,553	53,995,294	56,612,600	59,739,895	62,742,427
Supplies and Materials	1,145,733	1,145,733	1,510,582	1,540,794	1,570,053	1,601,454	1,631,895	1,664,533
Other Services and Charges	17,936,703	17,936,703	16,790,892	16,106,390	17,051,911	17,439,842	17,809,196	18,067,804
Project Charges	5,105,250	5,105,250	5,105,250	5,105,250	5,105,250	5,105,250	5,105,250	5,105,250
Capital Outlay	581,000	581,000	969,000	988,380	1,008,148	1,028,311	1,048,877	1,069,854
Chargebacks	(3,277,423)	(3,277,423)	(3,413,545)	(3,584,222)	(3,763,432)	(3,951,603)	(4,149,183)	(4,359,204)
Total Operating Expenditures	64,883,753	64,883,753	69,174,607	71,585,145	74,967,224	77,835,853	81,185,931	84,290,664
Transfers Out								
Transfer to Special Revenue Fund	-	-	-	-	-	-	-	-
Transfer to Capital Projects Fund	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Transfer to Park Fund	-	-	-	-	-	-	-	-
Transfer to Largo HQ Bldg Internal Service Fund	-	-	-	-	-	-	-	-
Total Expenditures	64,913,753	64,913,753	69,204,607	71,615,145	74,997,224	77,865,853	81,215,931	84,320,664
Excess of Revenues over (under) Expenditures and Transfers Out	1,813,764	1,737,264	1,046,759	518,721	(944,488)	(1,817,956)	(3,133,264)	(4,123,299)
Fund Balance - Budget Basis, Beginning	26,406,290	34,180,676	35,917,940	35,964,698	36,527,679	35,629,664	33,860,505	30,778,478
Fund Balance - Budget Basis, Ending	28,220,054	35,917,940	36,964,698	36,483,419	35,583,191	33,811,708	30,727,241	26,655,179
Classification of Fund Balance								
Designated for Reserve (5% of Expenditures)	3,244,200	3,244,200	3,508,700	3,577,000	3,746,000	3,889,400	4,056,700	4,212,000
Undesignated	24,975,854	32,673,740	32,455,998	32,950,679	31,883,664	29,971,105	26,721,778	22,494,416
Total	28,220,054	35,917,940	35,964,698	36,527,679	35,629,664	33,860,505	30,778,478	26,706,416
Estimated Budget Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit
OPTIONS TO MODEL FOR MANAGING THE FUND								
Tax Rate Change - enter as cents (1.0 = one cent)	-	-	-	-	-	-	-	-
State Minimum Wage Effect	26,255	26,255	-	-	-	-	-	-
Operating Budget Changes (enter growth as positive, reductions as negative)								
CAS Office Space Needs	-	-	-	-	642,967	703,039	757,616	675,512
Largo HQ (Commissioners and Planning) Office Space Needs	-	-	-	-	-	-	-	-

The Maryland-National Capital Park and Planning Commission
Prince George's County
Administration Fund

SUMMARY OF MAJOR ASSUMPTIONS								
Control Totals Before Modeling	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Revenues			70,251,366	72,133,866	74,052,736	76,047,898	78,082,667	80,197,365
Change to Revenue from Modeling			-	-	-	-	-	-
Expenditures and Transfers			69,204,607	71,615,145	74,997,224	77,865,853	81,215,931	84,320,664
Change to Expenditures and Transfers from Modeling			-	-	-	-	-	-
Other Major Cost Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Pension Cost Change %			10.45%	1.94%	1.72%	-2.18%	7.95%	0.09%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Pension Assumption								
Health Insurance (Medical/Rx/Dental/Vision) Baseline**			9.8%	4.9%	4.8%	4.7%	4.6%	4.5%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Health Insurance (Medical/Rx/Dental/Vision) Modified								
General Cost Changes (modify by entering new percentage)	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Supplies and Materials			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Services and Charges			5.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Capital Outlay			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Classifications			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Chargebacks			9.50%	7.50%	5.50%	5.50%	5.50%	5.50%
Property Tax Growth Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Baseline Rate of Change			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Rate of Change			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Year over Year Change after Modifications			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
Salary Lapse	(596,508)	(596,508)	(814,825)	(875,937)	(924,114)	(974,941)	(1,028,563)	(1,085,134)
Operating Budget Changes								



Prince George's County Multi-year Projections Presented to Spending Affordability Committee





The Maryland-National Capital Park and Planning Commission
 Prince George's County
 Park Fund

**SUMMARY STATEMENT OF REVENUES EXPENDITURES and
 CHANGES IN FUND BALANCE**

	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
	Adopted	Estimated	Projected	Projected	Projected	Projected	Projected	Projected
Revenues by Type:								
Tax Revenues	179,175,200	178,966,400	188,756,700	193,840,500	199,074,100	204,462,100	210,009,300	215,720,100
Intergovernmental Revenues	542,177	542,177	487,959	487,959	433,741	433,741	379,524	379,524
Sales	-	-	-	-	-	-	-	-
Charges for Services	70,900	70,900	70,900	72,318	73,764	75,240	76,744	78,279
Rentals/Concessions Revenues	2,006,335	2,006,335	2,006,335	2,046,462	2,087,391	2,129,139	2,171,722	2,215,156
Interest Revenue	100,000	100,000	100,000	105,000	110,250	115,763	121,551	127,628
Miscellaneous Revenue	613,500	613,500	513,500	530,075	547,479	565,753	584,940	605,087
Transfers In - Capital Projects Fund (interest)	100,000	100,000	100,000	85,000	70,000	55,000	55,000	55,000
Transfers In - Administration Fund	-	-	-	-	-	-	-	-
Budgetary Revenue (use of fund balance)	70,500,476	-	-	-	-	-	-	-
Total Revenues	253,108,588	182,399,312	192,035,394	197,167,314	202,396,725	207,836,735	213,398,781	219,180,774
Expenditures by Type:								
Personnel	100,045,056	100,045,056	108,207,641	114,980,849	120,471,455	126,021,308	132,873,975	139,290,330
Supplies and Materials	10,186,875	10,186,875	11,087,175	11,308,919	11,535,097	11,765,799	12,001,115	12,241,137
Other Services and Charges	27,189,124	27,189,124	30,893,124	29,656,570	30,162,286	31,005,701	31,674,986	32,410,154
Capital Outlay	1,978,900	1,978,900	3,488,900	3,558,678	3,629,852	3,702,449	3,776,498	3,852,028
Chargebacks	1,525,455	1,525,455	1,525,455	1,639,864	1,730,057	1,825,210	1,925,596	2,031,504
Total Operating Expenditures	140,925,410	140,925,410	155,202,295	161,144,880	167,528,746	174,320,465	182,252,169	189,825,152
Transfers Out								
Transfer to Debt Service Fund - Existing	14,286,878	14,286,878	14,271,253	11,764,703	11,497,154	11,240,303	10,444,903	10,251,234
Transfer to Debt Service Fund - New	-	-	-	10,970,000	15,610,000	17,210,000	18,330,000	19,050,000
Transfer to Capital Projects Fund - Paygo	31,350,000	31,350,000	15,750,000	15,950,000	10,750,000	14,750,000	14,750,000	14,750,000
Transfer to Largo HQ Bldg Internal Service Fund	59,500,000	48,000,000	-	-	-	-	-	-
Total Expenditures	246,062,288	234,562,288	185,223,548	199,829,583	205,385,900	217,520,768	225,777,072	233,876,386
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	(63,454,176)	(52,162,976)	6,811,846	(2,662,270)	(2,989,175)	(9,684,034)	(12,378,292)	(14,695,612)
Fund Balance - Budget Basis, Beginning	121,116,458	119,189,869	67,026,893	73,838,739	71,176,469	68,187,294	58,503,261	46,124,969
Fund Balance - Budget Basis, Ending	57,662,282	67,026,893	73,838,739	71,176,469	68,187,294	58,503,261	46,124,969	31,429,357
Classification of Fund Balance								
Designated for Reserve (5% of Expenditures)	7,046,300	7,046,300	7,760,100	8,057,200	8,376,400	8,716,000	9,112,600	9,491,300
Undesignated	50,615,982	59,980,593	66,078,639	63,119,269	59,810,894	49,787,261	37,012,369	21,938,057
Total	57,662,282	67,026,893	73,838,739	71,176,469	68,187,294	58,503,261	46,124,969	31,429,357
Estimated Budget Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit
OPTIONS TO MODEL FOR MANAGING THE FUND								
Tax Rate Change - enter as cents (1.0 = one cent)	-	-	-	-	-	-	-	-
State Minimum Wage Effect	457,481	457,481	-	-	-	-	-	-
Largo HQ (Park Fund portion of DPR) Office Space Needs	-	-	-	-	-	-	-	-
Operating Budget Changes (enter growth as positive, reductions as negative)	-	-	-	-	-	-	-	-

Prince George's County
 Multi-year Projections Presented to Spending Affordability Committee

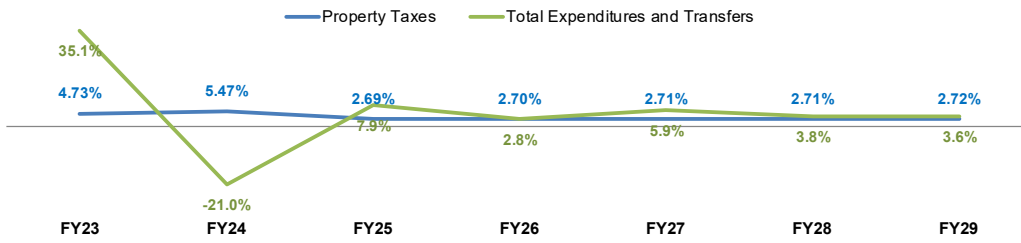
The Maryland-National Capital Park and Planning Commission
Prince George's County
Park Fund

SUMMARY OF MAJOR ASSUMPTIONS								
Control Totals Before Modeling	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Revenues			192,035,394	197,167,314	202,396,725	207,836,735	213,398,781	219,180,774
Change to Revenue from Modeling			-	-	-	-	-	-
Expenditures and Transfers			185,223,548	199,829,583	205,385,900	217,520,768	225,777,072	233,876,386
Change to Expenditures and Transfers from Modeling			-	-	-	-	-	-
Other Major Cost Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Pension Cost Change %			10.45%	1.94%	1.72%	-2.18%	7.95%	0.09%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Pension Assumption								
Health Insurance (Medical/Rx/Dental/Vision) Baseline**			9.8%	4.9%	4.8%	4.7%	4.6%	4.5%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Health Insurance (Medical/Rx/Dental/Vision) Modified								
General Cost Changes (modify on Global Assumption Tab)	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Supplies and Materials			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Services and Charges			5.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Capital Outlay			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Classifications			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Chargebacks			9.50%	7.50%	5.50%	5.50%	5.50%	5.50%
Property Tax Growth Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Baseline Rate of Change			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Rate of Change			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Year over Year Change after Modifications			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
OBI Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
New Costs for Fiscal Year	-	-	50,000	200,000	20,000	250,000	200,000	200,000
One-Time Costs from Previous Fiscal Year	-	-	-	-	(100,000)	-	(150,000)	(100,000)
Net OBI	-	-	50,000	200,000	(80,000)	250,000	50,000	100,000
Debt Assumptions	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
New Issues	-	-	53,000,000	81,000,000	58,000,000	20,000,000	14,000,000	9,000,000
Salary Lapse	(7,882,533)	(7,882,533)	(7,882,384)	(8,473,563)	(8,939,609)	(9,431,287)	(9,950,008)	(10,497,258)
Debt Capacity (should be no more than 10% of tax supported exps)	4.3%	4.3%	4.5%	6.9%	8.0%	8.0%	7.8%	7.6%

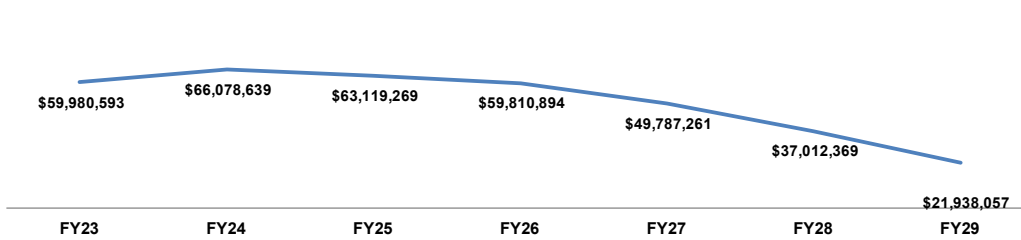


Prince George's County Multi-year Projections Presented to Spending Affordability Committee

**Prince George's Park Fund
Comparative Percent Change of Property Tax Revenue and Total Expenditures/Transfers
FY23 to FY29**



**Prince George's Park Fund
Projected Fund Balance (undesignated)
FY23 to FY29**





The Maryland-National Capital Park and Planning Commission
 Prince George's County
 Recreation Fund

SUMMARY STATEMENT OF REVENUES EXPENDITURES and CHANGES IN FUND BALANCE								
	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
	Adopted	Estimated	Projected	Projected	Projected	Projected	Projected	Projected
Revenues by Type:								
Tax Revenues	93,636,500	93,527,300	98,645,600	101,303,400	104,039,400	106,856,200	109,756,300	112,742,000
Intergovernmental Revenues	265,306	265,306	238,776	238,776	212,245	212,245	185,714	185,714
Sales	50,400	50,400	50,400	50,400	50,400	50,400	50,400	50,400
Charges for Services	9,273,810	9,273,810	9,737,501	10,224,376	10,735,594	11,272,374	11,835,993	12,427,792
Rentals/Concessions Revenues	1,638,024	1,638,024	1,719,055	1,804,138	1,893,475	1,987,279	2,085,773	2,189,191
Interest Revenue	100,000	100,000	105,000	110,000	116,000	122,000	128,000	134,000
Miscellaneous Revenue	74,480	74,480	74,480	74,480	74,480	74,480	74,480	74,480
Transfers In	-	-	-	-	-	-	-	-
Budgetary Revenue (use of fund balance)	68,556,323	-	-	-	-	-	-	-
Total Revenues	173,594,843	104,929,320	110,570,811	113,805,569	117,121,594	120,574,978	124,116,660	127,803,578
Expenditures by Activity:								
Personnel	61,992,314	61,992,314	63,290,576	66,629,610	69,498,410	72,442,699	75,856,990	79,177,351
Supplies and Materials	5,268,736	5,268,736	6,094,520	6,216,410	6,340,739	6,467,553	6,596,904	6,728,843
Other Services and Charges	20,635,205	20,635,205	20,943,105	19,791,480	20,046,823	20,832,272	21,133,431	21,490,612
Capital Outlay	35,790,000	35,790,000	1,151,713	1,174,747	1,198,242	1,222,207	1,246,651	1,271,584
Chargebacks	602,378	602,378	602,378	647,556	683,172	720,746	760,387	802,209
Total Operating Expenditures	124,288,633	124,288,633	92,082,292	94,459,804	97,767,385	101,685,478	105,594,364	109,470,599
Transfers Out								
Transfer to Enterprise Fund	7,230,310	7,230,310	7,230,310	7,230,310	7,230,310	7,230,310	7,230,310	7,230,310
Transfer to Capital Projects Fund	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Transfer to Largo HQ Bldg Internal Service Fund	25,500,000	7,000,000	-	-	-	-	-	-
Total Expenditures	167,018,943	148,518,943	109,312,602	111,690,114	114,997,695	118,915,788	122,824,674	126,700,909
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	(61,980,423)	(43,589,623)	1,258,209	2,115,455	2,123,899	1,659,189	1,291,986	1,102,669
Fund Balance - Budget Basis, Beginning	64,122,398	70,211,246	26,621,623	27,879,832	29,995,287	32,119,186	33,778,375	35,070,361
Fund Balance - Budget Basis, Ending	2,141,975	26,621,623	27,879,832	29,995,287	32,119,186	33,778,375	35,070,361	36,173,030
Classification of Fund Balance								
Designated for Reserve (5% of Expenditures)	6,575,900	6,575,900	4,965,600	5,084,500	5,249,900	5,445,800	5,641,200	5,835,000
Undesignated	(4,433,925)	20,045,723	22,914,232	24,910,787	26,869,286	28,332,575	29,429,161	30,338,030
Total	2,141,975	26,621,623	27,879,832	29,995,287	32,119,186	33,778,375	35,070,361	36,173,030
Estimated Budget Deficit	(4,433,925)	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit	No Deficit
OPTIONS TO MODEL FOR MANAGING THE FUND								
Tax Rate Change - enter as cents (1.0 = one cent)	-	-	-	-	-	-	-	-
State Minimum Wage Effect	1,906,819	1,906,819	-	-	-	-	-	-
Largo HQ (Recreation Fund portion of DPR) Office Space Needs	-	-	-	-	-	-	-	-
Operating Budget Changes (enter growth as positive, reductions as negative)	-	-	-	-	-	-	-	-

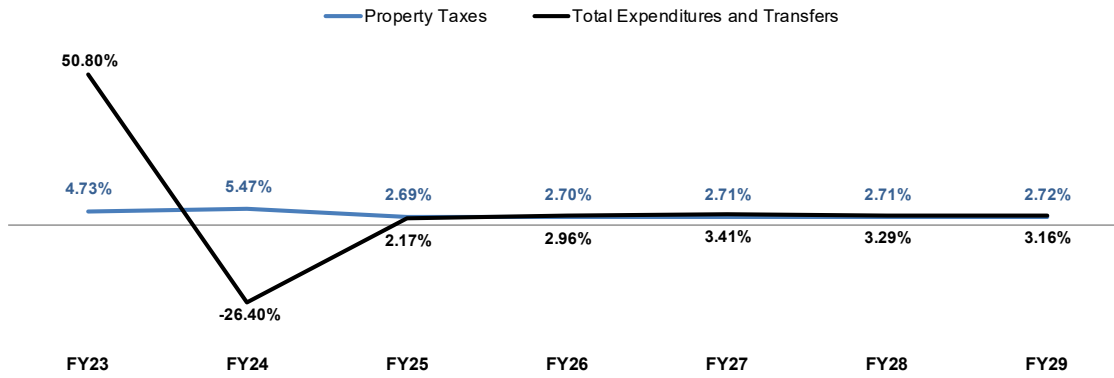
The Maryland-National Capital Park and Planning Commission
Prince George's County
Recreation Fund

SUMMARY OF MAJOR ASSUMPTIONS								
Control Totals Before Modeling	FY23	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Revenues			110,570,811	113,805,569	117,121,594	120,574,978	124,116,660	127,803,578
Change to Revenue from Modeling			-	-	-	-	-	-
Expenditures and Transfers			109,312,602	111,690,114	114,997,695	118,915,788	122,824,674	126,700,909
Change to Expenditures and Transfers from Modeling			-	-	-	-	-	-
Other Major Cost Assumptions								
Pension Cost Change %			10.45%	1.94%	1.72%	-2.18%	7.95%	0.09%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Pension Assumption								
Health Insurance (Medical/Rx/Dental/Vision) Baseline**			9.8%	4.9%	4.8%	4.7%	4.6%	4.5%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Health Insurance (Medical/Rx/Dental/Vision) Modified								
General Cost Changes (modify on Global Assumption Tab)								
Supplies and Materials			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Services and Charges			5.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Capital Outlay			8.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Classifications			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Chargebacks			9.50%	7.50%	5.50%	5.50%	5.50%	5.50%
Property Tax Growth Assumptions								
Baseline Rate of Change			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
Modify Baseline (Yes/No)			No	No	No	No	No	No
Modified Rate of Change			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Year over Year Change after Modifications			5.87%	2.75%	2.76%	2.76%	2.77%	2.78%
OBI Assumptions								
New Costs for Fiscal Year	-	-	250,000	175,000	-	450,000	200,000	200,000
One-Time Costs from Previous Fiscal Year	-	-	-	(150,000)	(75,000)	-	(250,000)	(100,000)
Net OBI Expenditures	-	-	250,000	25,000	(75,000)	450,000	(50,000)	100,000
OBI Revenues	-	-	-	-	-	-	-	-
Salary Lapse	(3,900,513)	(3,900,513)	(3,900,513)	(4,193,051)	(4,423,669)	(4,666,971)	(4,923,654)	(5,194,455)



Prince George's County Multi-year Projections Presented to Spending Affordability Committee

**Prince George's Recreation Fund
Comparative Percent Change of Property Tax Revenue and Total Expenditures/Transfers
FY23 to FY29**



**Prince George's Recreation Fund
Projected Fund Balance (undesignated)
FY23 to FY29**

