



**Committee:** All  
**Committee Review:** N/A  
**Staff:** Marlene Michaelson, Executive Director  
**Purpose:** Final action – vote expected  
**Keywords:** #FY21 Savings Plan

AGENDA ITEM #22  
July 28, 2020  
**Action**

## SUBJECT

FY21 Savings Plan

## DESCRIPTION/ISSUE

The Council will act on the decisions it made on the FY21 savings plan during a worksession on July 21, 2020 (when it considered the detailed review of the six Committees).

## SUMMARY OF KEY DISCUSSION POINTS

- The Council's recommendations total \$72 million (\$43.7 Operating Budget and \$28.3 Capital Improvements Program (CIP)). This exceeds the Executive-recommended reductions because it includes reductions for the Maryland-National Capital Park and Planning Commission (M-NCPPC).
- The Council supported most of the reductions identified by the Executive but did not support \$2.4 million of the \$34.3 million in reductions for County Government. Specific differences are identified in the table attached to the resolution.
- Final action on the \$628,000 reductions to the M-NCPPC CIP must be delayed until the fall to meet public hearing advertising requirements.

### **This report contains:**

Resolution approving the savings plan

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Resolution No.: \_\_\_\_\_  
Introduced: July 28, 2020  
Adopted: \_\_\_\_\_

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead Sponsor: County Council

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**SUBJECT:** Approval of the FY2021 Savings Plan for Montgomery County Government, Montgomery College, and the Maryland- National Capital Park and Planning Commission

**Background**

1. On May 21, 2020 the Council approved the FY2021 operating budget for Montgomery County Government in Resolution No. 19-472. Action clause 52 stated: “As a condition of spending any funds appropriated in this resolution and not disapproved or reduced under Charter Section 306, the Executive must transmit to the Council any recommended budget savings plan or similar action.... Any budget savings plan or similar action is subject to review and approval by the Council....”
2. The Council and the Executive have frequently collaborated on mid-year savings plans to address revenue shortfalls.
3. In a memorandum to the Council President dated July 6, 2020, the Executive proposed a FY2021 savings plan recommended due to the “ongoing and unpredictable impacts of COVID-19 on the public health and economic vitality of our community”. The savings plan identified \$38.7 million in operating budget savings for Montgomery County Government and Montgomery College and \$27.7 million in Capital Improvement Plan savings for County Government and the Housing Opportunities Commission.
4. On July 9, 2020, the Maryland-National Park and Planning Commission sent the Council a memorandum identifying \$7,776,938 in potential operating budget savings and \$628,000 in Capital Improvement Plan savings.
5. The Council’s Committees reviewed the proposed savings plan. On July 21, 2020 the Council held a worksession to consider the Committees’ recommendations.
6. The Council’s FY2021 savings plan approves \$43,735,554 in the operating budget savings.
7. The Council’s FY2021 savings plan includes Capital Improvements Program (CIP) amendments to nine County Government projects and one Housing Opportunities Commission

project. As detailed in separate resolutions, the County Government amendments result in FY21 PAYGO and current revenue savings totaling \$27,554,000 and the HOC amendment results in FY21 current revenue savings of \$125,000.

8. The Council recommends a reduction of \$628,000 in the Maryland-National Park and Planning Commission (M-NCCPC) Capital Improvements Program via a future Council action.

**Action**

1. The County Council for Montgomery County, Maryland approves a savings plan for FY2021 of \$43,735,554 in the operating budget as set forth in the attached documents.
2. The spending reductions for County Government approved in this resolution are the only reductions from the FY2021 operating budget for County Government, which the Council approved in Resolution No. 19-472 on May 21, 2020, that the County Executive may implement. All other funds appropriated in Resolution No. 19-472 must be spent for the purposes for which they were appropriated. If the Executive proposes that any funds will not be spent as approved by the Council, he must submit an additional savings plan as required in paragraph 52 of Resolution No. 19-472.

This is a correct copy of Council action.

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Selena Mendy Singleton, Esq.  
Clerk of the Council

# FY21 Savings Plan

Ref. No	Title	CE Recommended	Council Approved
<b><u>Tax-Supported</u></b>			
<b>General Fund</b>			
<b>Agriculture</b>			
1	Maryland Ag Education Foundation Contract	-34,200	-34,200
<b>Agriculture Total:</b>		<b>-34,200</b>	<b>-34,200</b>
<b>Animal Services</b>			
2	Lapse Adoptions Supervisor Position	-90,354	-90,354
3	Reduce Overtime	-30,000	-30,000
4	Reduce Operating Expenses Across All Programs	-85,000	-85,000
<b>Animal Services Total:</b>		<b>-205,354</b>	<b>-205,354</b>
<b>Circuit Court</b>			
5	Reduce Operating Expenses- Child Care Services	-13,616	-13,616
6	Reduce Operating Expenses- Books/Reference Materials	-29,803	-29,803
7	Reduce Operating Expenses- Imaging	-13,630	-13,630
8	Reduce Operating Expenses Central Duplicating Services - Printing	-12,000	-12,000
9	Reduce Operating Expenses- Other Outside Printing/Copying	-4,655	-4,655
10	Reduce Operating Expenses- Metropolitan Area Travel	-3,000	-3,000
11	Reduce Operating Expenses Non-Metropolitan Area Travel	-14,400	-14,400
12	Reduce Operating Expenses- Meetings: Meals/Snacks/Refreshments	-2,200	-2,200
13	Reduce Operating Expenses- Juror Stipends	-91,135	-91,135
14	Lapse Sr Information Technology Specialist	-176,812	-176,812
15	Lapse Business Analyst/IT Project Manager	-140,684	-140,684
<b>Circuit Court Total:</b>		<b>-501,935</b>	<b>-501,935</b>
<b>Community Engagement Cluster</b>			
16	Additional Lapse - 3 positions	-127,113	-127,113
<b>Community Engagement Cluster Total:</b>		<b>-127,113</b>	<b>-127,113</b>
<b>Consumer Protection</b>			
17	6 Month Lapse Vacant Investigator III (Automotive Expert) Position	-67,729	-67,729
<b>Consumer Protection Total:</b>		<b>-67,729</b>	<b>-67,729</b>

**Correction and Rehabilitation**

18	Increase Lapse	-393,821	-393,821
19	Temporary Office Clerical	-18,000	-18,000
20	Re-assign Security Officer Post at Pre-Trial Services	-114,360	-114,360
21	Reduce Office Supplies, Film, Books, Taxi and Travel	-120,000	-120,000
22	Lapse Alternative Community Services Work Crew for Half Year	-53,000	-53,000
23	Reduce Electronic Monitoring Services Due to Reduced Pre-Release Center Population	-75,000	-75,000
24	Reduce Drug Screen and Lab Due to Reduced Pre-Release Center	-85,000	-85,000
25	Temporarily Suspend Pre-Release Center Internship Program	-67,000	-67,000
<b>Correction and Rehabilitation Total:</b>		<b>-926,181</b>	<b>-926,181</b>

**County Attorney**

26	Lapse Vacant Paralegal Specialist Position	-97,906	-97,906
27	Lapse Vacant Administrative Specialist II Position	-90,389	-90,389
28	Reduce Operating Expenses – Office Supplies	-5,100	-5,100
<b>County Attorney Total:</b>		<b>-193,395</b>	<b>-193,395</b>

**County Council**

29	Lapse Positions due to Delayed Hiring	-43,870	-43,870
30	Lapse Positions for Full-Year	-322,106	-322,106
<b>County Council Total:</b>		<b>-365,976</b>	<b>-365,976</b>

**County Executive**

31	Reduce Operating Expenses - Internal Audit Program: Accounting/Auditing	-33,646	-33,646
32	Reduce Operating Expenses - CAO: Other Professional Services	-46,500	-46,500
33	Reduce Operating Expenses - Business Advancement Team	-10,890	-10,890
34	Reduce Operating Expenses - CAO: Management Leadership Training	-2,000	-2,000
35	Turnover Savings	-58,306	-58,306
36	Turnover Savings	-20,143	-20,143
37	Lapse Vacant Performance Management and Data Analyst Position	-57,253	-57,253
38	Lapse Vacant Public Administration Associate Position	-74,069	-74,069
39	Lapse Vacant Program Manager II Position	-38,355	-38,355
<b>County Executive Total:</b>		<b>-341,162</b>	<b>-341,162</b>

**Environmental Protection**

40	Lapse Vacant Information Technology Specialist I Position for 6 Months	-10,861	-10,861
41	Lapse Vacant Program Manager II Position for 3 Months	-10,619	-10,619
42	Lapse Vacant Planning Specialist III Position for 6 Months	-19,582	-19,582
43	Lapse Vacant Information Technology Specialist III Position Lapse for 8	-18,443	-18,443
44	Lapse Vacant Program Manager I Position for 6 Months	-12,239	-12,239
45	Lapse Vacant Program Manager II Position for 9 Months	-79,640	-79,640
46	Lapse Vacant Senior Financial Specialist Position for 6 Months	-22,169	-22,169
	<b>Environmental Protection Total:</b>	<b>-173,553</b>	<b>-173,553</b>

**Ethics Commission**

47	Reduce Operating Expenses - IT Systems	-21,916	-21,916
	<b>Ethics Commission Total:</b>	<b>-21,916</b>	<b>-21,916</b>

**Finance**

48	Lapse Savings from Vacant Positions - Treasury Program	-148,270	-148,270
49	Lapse Savings from Vacant Positions - Controller Program	-511,482	-511,482
50	Lapse Saving from Vacant Position - Information Technology Program	-140,684	-140,684
51	Lapse Savings from Vacant Positions - Fiscal Management Program	-117,899	-117,899
	<b>Finance Total:</b>	<b>-918,335</b>	<b>-918,335</b>

**General Services**

52	Utilities Savings due to Continued Telework	-1,911,617	-1,911,617
	<b>General Services Total:</b>	<b>-1,911,617</b>	<b>-1,911,617</b>

**Health and Human Services**

53	House Bill 699 Savings due to County Compensation Changes	-589,058	-589,058
54	Decrease Cost without service impact to Respite	-123,937	-123,937
55	Decrease cost to Adult Evaluation and Review Service	-20,000	-20,000
56	Decrease Cost to Escorted Transportation	-43,286	-43,286
57	OCA--Latino Health Initiative, Miscellaneous Operating	-44,659	0
58	OCA--AAHP, Data Services	-93,000	0
59	OCA--AAHP, Services to Improve Health	-9,000	0
60	OCA--AAHP Miscellaneous Operating	-19,949	0
61	OCA--Latino Health Initiative "Ama tu Vida" campaign	-10,000	0

62	OCA--Latino Health Initiative, Environmental Intervention	-15,000	0
63	OCA--Asian American Health Initiative, Health Events	-1,615	0
64	Reduction of Operating Funds - TB Program	-2,955	-2,955
65	OCA--In Person Translation Services	-40,000	0
66	Reduce Professional Education and Training	-27,715	-27,715
67	OCA--Miscellaneous Operating	-7,600	-7,600
68	OCCO--Operating Costs	-386,225	-386,225
69	OCCO--IT	-450,000	-450,000
70	Reduce Local Behavioral Health Authority - Halfway House Contracts	-302,000	-302,000
71	Reduction of Operating Funds	-18,000	-18,000
72	DO - Miscellaneous Operating	-33,660	-33,660
73	Decrease Cost of Shared Psychiatrists	-220,000	-220,000
74	Reduce Accreditation Costs	-20,000	-20,000
75	Reduce ACCESS Broker Contract	-32,000	-32,000
76	CYF--ECS - Child Care in Public Space	-27,033	-27,033
77	CYF--Early Childhood Services Community Events	-10,343	-10,343
78	CYF--Early Childhood Services- MCCCRRRC conferences	-20,000	-20,000
79	CYF--Child/Adolescent School and Community Based Services, Don Bosco	-55,000	-55,000
80	Decrease Cost for Home Care Services	-120,000	-120,000
81	Decrease Cost to Assisted Living Services	-159,000	-159,000

**Health and Human Services Total: -2,901,035 -2,667,812**

**Housing and Community Affairs**

82	Lapse Vacant Senior Planning Specialist Position	-98,531	-98,531
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**Housing and Community Affairs Total: -98,531 -98,531**

**Human Resources**

83	Reduce Operating Expenses - Occupational Classification Studies	-85,568	-85,568
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**Human Resources Total: -85,568 -85,568**

**Human Rights**

84	Lapse Vacant Investigator II Position	-25,000	0
85	Reduce Operating Expenses	-10,000	-35,000

**Human Rights Total: -35,000 -35,000**

**Inspector General**

86	Reduce Operating Expenses - Consulting Services	-10,000	-10,000
87	Reduce Operating Expenses - Other Consulting Services	-10,000	-10,000
88	Reduce Operating Expenses - General Office Supplies	-10,000	-10,000
89	Reduce Operating Expenses - Books	-200	-200
90	Lapse Savings due to Reclassifications and Hiring	-57,455	-57,455

**Inspector General Total: -87,655 -87,655**

**Intergovernmental Relations**

91	Reduce Operating Expenses - Professional Services	-68,186	-28,186
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**Intergovernmental Relations Total: -68,186 -28,186**

**Legislative Oversight**

92	Lapse Vacant Positions	-139,505	-139,505
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**Legislative Oversight Total: -139,505 -139,505**

**Management and Budget**

93	Reduce Operating Expenses	-65,000	-65,000
94	Increase lapse	-317,846	-317,846

**Management and Budget Total: -382,846 -382,846**

**NDA - Housing Opportunities Commission**

95	Personnel Lapse Savings	-409,482	-205,000
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**NDA - Housing Opportunities Commission Total: -409,482 -205,000**

**Police**

96	Abolish 5 school resource officers (SROs) at MCPS middle schools	-626,408	0
97	Abolish 1 police officer (traffic complaint officer) from all 6 Districts	-751,689	0
98	Abolish 1 police officer from the patrol investigations unit (PIU) in 5 Districts	-626,408	0
99	Abolish 1 police officer from the Collision Reconstruction Unit (CRU) in the Traffic Division (TD)	-125,282	0
100	Abolish 1 abandoned vehicle code enforcement specialist from the Vehicle Recovery Section	-65,881	0
101	Reduce funding for Next Gen 911 in anticipation of State Aid	-2,906,367	-2,906,367
102	Reduce operating expenses department-wide	-1,750,000	-1,750,000
103	Civilianize 1 sergeant from the Evidence Unit	-47,092	-47,092
104	Civilianize 1 sergeant (background section supervisor) from the Personnel	-47,092	-47,092
105	Reduce the number of PT background specialists in the Personnel Division	-189,178	-189,178



106	Abolish 1 crime analyst from the Information Management and Technology Division (IMTD)	-86,886	0
107	Lapse 1 IT Supervisor from the Information Management and Technology Division (IMTD) for Half of FY21	-70,000	-70,000
108	Abolish/reallocate the Central Auto Theft Section (CATS) in the Criminal Investigations Division (CID)	-514,885	0
109	Abolish 1 Office Services Coordinator from the Major Crimes Division (MCD)	-74,641	0
110	Lapse 1 Information Technology Technician III from the Information Management and Technology Division (IMTD) for Half of FY21	-39,000	-39,000
111	Abolish 1 police officer from the K9 unit in the Special Operations Division	-125,282	0
112	Abolish 1 police officer from the Emergency Services Unit (ESU) in the Special Operations Division (SOD)	-125,282	0
113	Abolish 1 police officer from the SWAT Unit in the Special Operations	-125,282	0
114	Abolish 2 police officers from the Centralized Traffic Section in the Traffic	-250,563	0
	Lapse 5 school resource officers (SROs) at MCPS middle schools	0	-626,408
	Lapse 1 police officer (traffic complaint officer) from all 6 Districts	0	-751,689
	Lapse 1 police officer from the patrol investigations unit (PIU) in 5 Districts	0	-626,408
	Lapse 1 police officer from the Collision Reconstruction Unit (CRU) in the Traffic Division (TD)	0	-125,282
	Lapse 1 abandoned vehicle code enforcement specialist from the Vehicle Recovery Section	0	-65,881
	Lapse 1 crime analyst from the Information Management and Technology Division (IMTD)	0	-86,886
	Lapse/reallocate the Central Auto Theft Section (CATS) in the Criminal Investigations Division (CID)	0	-514,885
	Lapse 1 Office Services Coordinator from the Major Crimes Division (MCD)	0	-74,641
	Lapse 1 police officer from the K9 unit in the Special Operations Division (SOD)	0	-125,282
	Lapse 1 police officer from the Emergency Services Unit (ESU) in the Special Operations Division (SOD)	0	-125,282
	Lapse 1 police officer from the SWAT Unit in the Special Operations Division (SOD)	0	-125,282
	Lapse 2 police officers from the Centralized Traffic Section in the Traffic Division (TD)	0	-250,563

**Police Total: -8,547,218 -8,547,218**

**Procurement**

115	Lapse Vacant Office Services Coordinator Position	-25,378	-25,378
116	Lapse Vacant Principal Administration Aide Position	-22,944	-22,944
117	Lapse/Underfill Four Procurement Specialist IV Positions	-104,924	-104,924
118	Lapse Three Vacant Program Manager positions	-78,477	-78,477
119	Lapse Vacant Part-Time Procurement Specialist II Position	-27,728	-27,728
120	Lapse Vacant Part-Time Program Specialist II Position	-28,649	-28,649

**Procurement Total: -288,100 -288,100**

**Public Information**

121	Lapse Administrative Specialist Position	-93,272	-93,272
122	Lapse Manager II Position for Three Months	-53,350	-53,350
123	Lapse Anticipated Program Manager II Position for Nine Months	-78,200	-78,200
124	Reduce Operating Expenses - Professional Services Contract	-10,000	-10,000
<b>Public Information Total:</b>		<b>-234,822</b>	<b>-234,822</b>

**Public Libraries**

125	Increase PC Lapse to the Level of Experience	-105,098	-105,098
126	Reduce Sunday Substitutes budget	-417,380	-417,380
127	Reduce Weekday & Saturday Substitutes budget	-466,401	-466,401
128	Transfer Personnel Costs for Acting Deaf Culture Digital Library Program Manager to State Grant	-156,919	-156,919
129	Decrease operating costs	-173,057	-173,057
130	Decrease staff training costs	-15,000	-15,000
131	Decrease Book Sorting contract	-100,800	-100,800
132	Transfer Division of Facilities Maintenance chargebacks for facility modifications due to COVID-19 to CARES grant	-25,000	-25,000
133	Reduce Library Pages budget	-500,000	-500,000
<b>Public Libraries Total:</b>		<b>-1,959,655</b>	<b>-1,959,655</b>

**Sheriff**

134	Lapse Client Assistance Specialist Position for FY21	-94,716	-94,716
135	Reduce Recruit Class Budget - January 2021	-88,608	-88,608
136	Reduce Operating Expenses- Contract Security Officers	-91,970	-91,970
<b>Sheriff Total:</b>		<b>-275,294</b>	<b>-275,294</b>

**State's Attorney**

137	Lapse Asst State's Attorney III and Program Manager II Positions in FY21	-218,339	-218,339
138	Lapse Office Services Coordinator Position in FY21	-24,539	-24,539
139	Turnover Savings in FY21	-301,066	-301,066
140	Printer Project Savings	-25,000	-25,000
<b>State's Attorney Total:</b>		<b>-568,944</b>	<b>-568,944</b>

**Technology Services**

141	Non-Local Travel and Miscellaneous Expenses (CIO)	-20,000	-20,000
142	Motorola SmartZone System Maintenance Credit (ETSD)	-241,755	-241,755
143	Motorola CAD Dispatch 9-1-1 (ESOD)	-281,387	-281,387

144	Contractor Support (ESOD)	-110,515	-110,515
145	Non-Local Travel (OBP-ultraMontgomery)	-2,000	-2,000
146	Non-Local Conference (ERP)	-25,000	-25,000
147	Lapse Sr IT Specialist Position - ESOD	-89,921	-89,921
148	Reduce Operating Expenses - Temporary Clerical Support	-20,955	-20,955
149	Reduce Operating Expenses - Miscellaneous Expenditures	-5,000	-5,000
150	Lapse Sr IT Specialist Position	-162,011	-162,011
151	Lapse Sr IT Specialist Position - COO	-119,894	-119,894
152	Lapse Sr IT Specialist Position - COO	-119,894	-119,894
153	Lapse Sr IT Specialist Position	-119,894	-119,894
154	Lapse Sr IT Specialist Position	-89,921	-89,921
155	New Position 03 - Lapse Sr IT Specialist, Grade 28 (ESOD)	-89,921	-89,921
157	Lapse Sr IT Specialist Position - ESOD	-119,894	-119,894
158	Lapse Sr IT Specialist Position - ESOD	-119,894	-119,894
159	Lapse Sr IT Specialist Position - ESOD	-119,894	-119,894
160	Lapse Sr IT Specialist Position - ESOD	-119,894	-119,894
161	New Position 01 - Lapse Manager III (ESOD)	-93,404	-93,404
	<b>Department of Technology Services Subtotal:</b>	<b>-2,071,048</b>	<b>-2,071,048</b>
156	PTI Membership (NDA-PTI)	-15,000	-15,000
	<b>NDA-Public Technology, Inc Subtotal</b>	<b>-15,000</b>	<b>-15,000</b>
	<b>Technology Services Total:</b>	<b>-2,086,048</b>	<b>-2,086,048</b>
<b>Transportation</b>			
162	Personnel Lapse Savings - No Service Impact	-707,347	-707,347
163	Suspend Bridge Load Bearing Testing for One Year - Safety Inspections Will	-150,000	-150,000
164	Tree Maintenance Reduction - Represents Just 8% of DOT Program	-643,087	0
165	Patching Reduction - Represents Just 2% of Budget	-232,093	-232,093
166	Sign Materials Budget Reduction - Public Safety Signs Not Affected	-80,000	-80,000
167	Review Fewer Traffic Signals for Timing Optimization (70) - Increase Cycle from Every 8-10 Years to Every 12-14 Years	-70,000	-70,000
168	Suspend Aesthetic Streetlight Maintenance (Painting Poles, Replacing Handhole Covers)	-115,000	-115,000
169	Parking Outside the PLDs - Administrative Cost Reduction Due to Fewer Tickets Issued	-49,952	-49,952
	<b>Transportation Total:</b>	<b>-2,047,479</b>	<b>-1,404,392</b>

**General Fund Total:** -26,003,834 -24,782,993

**Fire**

**Fire and Rescue Service**

170	Defer FY21 Recruit Class Start and Reduce Class to 37 Recruits	-1,951,338	-751,338
171	Officer Training Courses	-140,000	-140,000
172	Company Officer Leadership Academy	-80,000	-80,000
173	Restructure IT section	-120,000	-120,000

**Fire and Rescue Service Total:** -2,291,338 -1,091,338

**Fire Total:** -2,291,338 -1,091,338

**Recreation**

**Recreation**

174	PLAR Savings Reduction Due to COVID Delayed Openings and Reduced	-253,741	-253,741
175	Utilities Savings Due to Delayed Re-opening of Facilities	-355,000	-355,000
176	Administration Savings Reductions	-17,973	-17,973
177	Community Centers Savings Reductions Due to Delayed Opening of	-411,713	-411,713
178	Countywide Programs Reduction Savings - Eliminates the Annual Independence Day Celebration Event	-135,198	-135,198
179	Youth Development Reductions Savings	-660,000	-660,000

**Recreation Total:** -1,833,625 -1,833,625

**Recreation Total:** -1,833,625 -1,833,625

**Mass Transit**

**Transit Services**

180	FLASH Service Deferred to September 2020	-119,245	-119,245
181	Kids Ride Free Program - Lower Payment to WMATA Due to No Fare	-780,673	-780,673
182	Motorpool Reduction Due to Less Service in Operation	-1,938,400	-1,938,400
183	Call n Ride Program Reduction Due to Decreased Demand	-750,000	-750,000
184	Fare Share Program Reduction Due to Decreased Demand	-250,000	-250,000
185	Personnel Savings Due to Less Service in Operation	-353,575	-353,575

**Transit Services Total:** -4,191,893 -4,191,893

**Mass Transit Total:** -4,191,893 -4,191,893

**Tax-Supported Total:** -34,320,690 -31,899,849

MCG Total: -34,320,690 -31,899,849

**Tax-Supported**

**Montgomery College**

186 Identified Reversion to Fund Balance 4,354,491 4,354,491

**Montgomery College Total: 4,354,491 4,354,491**

**Current Fund MC Total: 4,354,491 4,354,491**

**M-NCPPC**

Administration Fund 0 1,850,950

Park Fund 0 5,630,264

**M-NCPPC Total: 0 7,481,214**

**M-NCPPC Total: 0 7,481,214**

**MCG & Outside Agency Total: -38,675,181 -43,735,554**