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# Transportation

## MISSION STATEMENT

The mission of the Department of Transportation (DOT) programs supported by the General Fund is to provide an effective and efficient transportation system to ensure the safe and convenient movement of persons and vehicles on County roads; to plan, design, and coordinate development and construction of transportation and pedestrian routes to maintain the County's transportation infrastructure; to operate and maintain the traffic signal system and road network in a safe and efficient manner; and to develop and implement transportation policies to maximize efficient service delivery. The General Fund supports programs in the Division of Traffic Engineering and Operations, the Division of Parking Management, the Division of Highway Maintenance, the Division of Transportation Engineering, the Division of Transit Services, and the Director's Office.

## BUDGET OVERVIEW

The total recommended FY16 Operating Budget for the Department of Transportation is \$50,699,014, a decrease of \$72,410 or 0.1 percent from the FY15 Approved Budget of \$50,771,424. Personnel Costs comprise 47.3 percent of the budget for 449 full-time positions and eight part-time positions, and a total of 275.00 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 52.7 percent of the FY16 budget.

In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

## LINKAGE TO COUNTY RESULT AREAS

While this program area supports all eight of the County Result Areas, the following are emphasized:

- ❖ ***A Responsive, Accountable County Government***
- ❖ ***An Effective and Efficient Transportation Network***
- ❖ ***Healthy and Sustainable Neighborhoods***
- ❖ ***Safe Streets and Secure Neighborhoods***
- ❖ ***Vital Living for All of Our Residents***

## DEPARTMENT PERFORMANCE MEASURES

Performance measures for this department are included below, with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY15 estimates reflect funding based on the FY15 approved budget. The FY16 and FY17 figures are performance targets based on the FY16 recommended budget and funding for comparable service levels in FY17.

## ACCOMPLISHMENTS AND INITIATIVES

- ❖ ***Oversee an increasing road resurfacing program with lane miles addressed rising from 24 lane miles in FY14 to 145 lane miles in FY15. Performing road resurfacing in earlier years prevents the need for more costly road rehabilitation in later years. The department will continue to maximize available resources in all years to maintain the roads.***
- ❖ ***Using the list of proposed primary and arterial roadways scheduled for resurfacing, each roadway was proactively evaluated to determine if modifications could be made to the existing striping in order to accommodate bicycle facilities. As a result, detailed re-striping plans were developed to include bike lanes along five sections of roadway when they were resurfaced.***
- ❖ ***Responded to 26 storm events totaling 43.6 inches of snow thus far in FY15.***
- ❖ ***Completed biennial inspections for 99 bridges and renovations for 20 bridges.***

- ❖ **Completed outfitting all 295 County owned traffic signals with UPS/BBU (Uninterrupted Power Supply/Battery Backup Units).**
- ❖ **The Aerial Surveillance Program operated 406 missions in FY14; 6,077 calls were logged, of which, 3,614 were related to traffic signals, 922 related to accidents, 756 related to vehicles, 773 to construction, and 12 involved providing criminal assistance to the Police Department.**
- ❖ **Processed 673 foliage work orders, a 77% increase from the previous year.**
- ❖ **Responded to and completed repair work for 6,439 pothole service requests within an approximately 48-hours of notification. These requests came from the pothole form on the department's website, MC311 Service Requests, letters, emails and self-patrols by work crews.**
- ❖ **Approximately 350 people, 110 trucks, and 60 leaf vacuum machines are utilized to pick up leaves from about 120,000 properties along 850 miles of roads in the vacuum district.**
- ❖ **Productivity Improvements**
  - **The ProjectWise (Project Document Management System) has been used to streamline reproduction of plans and specifications. When hard copies of plans are required, files are posted on ProjectWise, where they can be securely accessed by our reproduction vendor, eliminating the need to print large volumes of large format documents in-house.**
  - **Installed 580 crosswalks in FY14, more than four times the average for prior years by implementing a Zone approach. The County was split into three zones with the objective of completing one zone per year, providing for a three year cycle, consistent with the industry standard average life of crosswalks. This proactive approach allows marking crews to mobilize and remain in one part of the County each year, optimizing actual marking time, rather than spending most of their time travelling from site to site as in the past.**
  - **Fully implemented a Road Weather Information System (RWIS). This system includes four sensors mounted on traffic signal mast arms in four microclimates around the County. The system transmits information concerning pavement temperature profiles, pavement dew point and grip factor. The system automatically sends text messages and email alerts to Highway managers alerting them of possible ice formation in individual climate zones. This enhancement to the Snow Program will allow proactive treatment to abate icy road conditions.**
  - **In response to storm drain failures the department implemented an in-house Depot Storm Drain Replacement Crew program, pulling staff crew members from all the depots to work as one unit to supplement contract work for the storm drain emergency repairs, which is instrumental in extending the life of roadways and reducing accident potential. Repairs were made at more than two dozen locations, including: Annapolis Rock Road, Log House Road, Industrial Parkway, Foggy Lane and Parker Avenue, replacing 910 linear feet of storm drain culverts.**
  - **Countywide pavement condition reports on the department's website are under development. As a result, Pavement Conditions Index (PCI) provided through eRoadInfo, division's Pavement Management System and fiscal project scheduling data will be available to dataMontgomery to be published for public consumption.**
  - **Initiated the transition from the conventional High Pressure Sodium (HPS) streetlights to the energy efficient Light Emitting Diode (LED) streetlights, converting approximately 180 lights in the Damascus Town Center and installing 110 new streetlights on New Hampshire Avenue, between Jackson Rd and Randolph Rd.**
  - **Improved the efficiency of signalized intersections through the program to identify and restore to operation failed vehicle detection systems. The percentage of signals with properly functioning detection systems is expected to be 81% in FY15 compared to 75% in FY14 and 76% in FY13.**

## **PROGRAM CONTACTS**

Contact Emil Wolanin of the Department of Transportation at 240.777.7170 or Brady Goldsmith of the Office of Management and Budget at 240.777.2793 for more information regarding this department's operating budget.

## **PROGRAM DESCRIPTIONS**

### **Automation**

The Automation Program provides staffing, material, and support to develop and maintain information systems in support of the Department's business operations. This includes purchase and maintenance of IT equipment, service and support for major business systems, strategic visioning and analysis for planned IT investments, and day-to-day end use support. In addition, this program

provides for coordination with the County Department of Technology Services.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>466,689</b>	<b>2.90</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-3,591	0.00
<b>FY16 CE Recommended</b>	<b>463,098</b>	<b>2.90</b>

### **BikeShare**

This program administers and operates the BikeShare program in the County. The purpose of this program is developing additional options for short trips, promoting the use of transit and contributing to a more pedestrian and bicycle-friendly atmosphere. This includes managing implementation of the County’s system, administering the operation of the system, and coordinating with other regional BikeShare programs.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>1,423,090</b>	<b>1.00</b>
Enhance: Bicycles, site preparation, and operating expenses associated with new bikeshare stations installed with State funding	166,024	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	7,566	0.00
<b>FY16 CE Recommended</b>	<b>1,596,680</b>	<b>1.00</b>

### **Bridge Maintenance**

This program provides for the basic maintenance of bridges and box culverts along County-maintained roadways, including removal of debris under and around bridges; wall and abutment repainting; trimming trees and mowing banks around bridge approaches; and guardrail repair. Minor asphalt repairs and resurfacing of bridges and bridge approaches are also included.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>179,128</b>	<b>1.10</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	3,011	0.00
<b>FY16 CE Recommended</b>	<b>182,139</b>	<b>1.10</b>

### **Transportation Engineering and Management Services**

This program oversees a portion of the transportation programs, monitors and evaluates standards, investigates complaints, and implements strategies to maximize cost savings. This program is also responsible for the personnel, budget, and finance functions of several divisions in the Department of Transportation, providing essential services to the Department and serving as a point of contact for other departments.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>468,140</b>	<b>3.00</b>
<b>FY16 CE Recommended</b>	<b>468,140</b>	<b>3.00</b>

### **Parking Outside the Parking Districts**

This program administers, operates, and maintains the parking program outside the Parking Districts. Included in this program are residential permit parking and peak hour traffic enforcement. The residential permit parking program is responsible for the sale of parking permits and parking enforcement in these areas. Participation in the program is requested through a petition of the majority of the citizens who live in that area. The program is designed to mitigate the adverse impact of commuters parking in residential areas. Peak hour traffic enforcement in the Bethesda and Silver Spring Central Business Districts assures the availability of travel lanes during peak traffic periods. The program is also responsible for the management of County employee parking in the Rockville core.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>1,126,456</b>	<b>1.60</b>
Decrease Cost: Ticket collection fees due to lower number of tickets issued	-64,232	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	10,571	0.00
<b>FY16 CE Recommended</b>	<b>1,072,795</b>	<b>1.60</b>

## Resurfacing

This program provides for the contracted pavement surface treatment of the County's residential and rural roadway infrastructure.

<b>Program Performance Measures</b>	<b>Actual FY13</b>	<b>Actual FY14</b>	<b>Estimated FY15</b>	<b>Target FY16</b>	<b>Target FY17</b>
Percent of primary/arterial road quality rated fair or better	64%	55%	49%	48%	48%
Percent of rural/residential road quality rated fair or better	44%	52%	48%	42%	42%
Percentage of annual requirement for residential resurfacing funded	90%	55%	75%	48%	48%

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>2,189,410</b>	<b>0.00</b>
Decrease Cost: Asphalt purchase costs due to reduced petroleum costs	-75,000	0.00
<b>FY16 CE Recommended</b>	<b>2,114,410</b>	<b>0.00</b>

## Roadway and Related Maintenance

Roadway maintenance includes hot mix asphalt road patching (temporary and permanent roadway repairs, skin patching, and crack sealing); shoulder maintenance; and storm drain maintenance, including erosion repairs, roadway ditch and channel repairs, cleaning enclosed storm drains, and repair and/or replacement of drainage pipes. Related activities include: mowing; roadside vegetation clearing and grubbing; traffic barrier repair and replacement; street cleaning; regrading and reshaping dirt/gravel roads; and temporary maintenance of curbs, gutters, and sidewalks.

Starting in FY07, DOT began providing routine maintenance of roadway, bridges, and storm drain surfaces and other miscellaneous items for Park roads.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>16,442,821</b>	<b>122.10</b>
Increase Cost: Maintenance of newly accepted subdivision roads and recently completed road projects	95,229	0.00
Reduce: Sidewalk repair by 10 percent or about 650 linear feet	-40,000	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	363,385	0.00
<b>FY16 CE Recommended</b>	<b>16,861,435</b>	<b>122.10</b>

## Snow Removal/Wind/Rain Storms

This program includes the removal of storm debris within right of ways and snow from County roadways. This includes plowing and applying salt and sand; equipment preparation and cleanup from snow storms; and wind and rain storm cleanup. Efforts to improve the County's snow removal operation have included public snow plow mapping, snow summit conferences; equipping other County vehicles with plows; and using a variety of contracts to assist in clearing streets. Expenditures over the budgeted program amount for this purpose will be covered by the Snow Removal and Storm Cleanup NDA.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>3,281,713</b>	<b>24.70</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	57,042	0.00
<b>FY16 CE Recommended</b>	<b>3,338,755</b>	<b>24.70</b>

## Streetlighting

This program includes investigation of citizen requests for new or upgraded streetlights; design or review of plans for streetlight installations on existing roads, bikeways and pedestrian facilities, and projects that are included in the CIP; coordination and inspection of streetlight installations and maintenance by utility companies; maintenance of all County-owned streetlights by contract; and inspection of contractual maintenance and repair work.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>546,257</b>	<b>0.50</b>
Increase Cost: Streetlight relamping and maintenance contract	32,300	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	804	0.00
<b>FY16 CE Recommended</b>	<b>579,361</b>	<b>0.50</b>

### **Traffic Planning**

This program provides for traffic engineering and safety review of road construction projects in the CIP; review of master plans, preliminary development plans, and road geometric standards from a pedestrian, bicycle, and traffic engineering and safety standpoint. The program also includes studies to identify small scale projects to improve the capacity and safety of intersections at spot locations throughout the County, the design of conceptual plans for such improvements, as well as the review of development plans and coordination of all such reviews within the Department of Transportation; review of traffic and pedestrian impact studies for the Local Area Review process; and development, review, approval, and monitoring of development-related transportation mitigation agreements.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>404,576</b>	<b>4.10</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	10,331	0.00
<b>FY16 CE Recommended</b>	<b>414,907</b>	<b>4.10</b>

### **Traffic and Pedestrian Safety**

This program provides for engineering studies to evaluate and address concerns about pedestrian and traffic safety and parking issues on neighborhood streets, arterial, and major roadways. Data on speed, vehicular and pedestrian volumes, geometric conditions and collision records are collected and analyzed. Plans are developed to enhance neighborhood and school zone safety, maintain livable residential environments, and provide safe and efficient traffic flow as well as safe pedestrian access on arterial and major roads.

<b>Program Performance Measures</b>	<b>Actual FY13</b>	<b>Actual FY14</b>	<b>Estimated FY15</b>	<b>Target FY16</b>	<b>Target FY17</b>
Average number of days to respond to requests for traffic studies	60	61	63	65	67
Number of traffic studies pending	255	249	256	263	270

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>2,001,971</b>	<b>11.47</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	21,062	0.19
<b>FY16 CE Recommended</b>	<b>2,023,033</b>	<b>11.66</b>

### **Traffic Sign & Marking**

This program includes conducting engineering investigations of citizen complaints about traffic signs, street name signs, pavement markings (centerlines, lane lines, edge lines, crosswalks, raised pavement markers, etc.), and inadequate visibility at intersections. It also includes design, review, and field inspection of traffic control plans for CIP road projects and for permit work performed in right-of-ways. The program includes fabrication and/or purchase of signs; installation and maintenance of all traffic and pedestrian signs, and street name signs (including special advance street name signs); repair or replacement of damaged signs; installation and maintenance of all pavement markings; safety-related trimming of roadside foliage obstructing traffic control devices; and day-to-day management of the traffic materials and supplies inventory. This program is also responsible for the issuance of permits for use of County roads and rights-of-ways for special events such as parades, races, and block parties.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>2,379,252</b>	<b>11.80</b>
Reduce: Traffic Materials (Signs, Markings, Signals, ATMS)	-144,000	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	7,190	0.00
<b>FY16 CE Recommended</b>	<b>2,242,442</b>	<b>11.80</b>

## Traffic Signals & Advanced Transportation Mgmt. Syst.

This program provides for the general engineering and maintenance activities associated with the design, construction, and maintenance of traffic signals, the Advanced Transportation Management System (ATMS), and the communication infrastructure that supports these programs and the County's fiber optic based network. Included in this program are proactive and reactive maintenance of the field devices and related components such as traffic signals, flashers, traffic surveillance cameras, variable message signs, travelers' advisory radio sites, twisted pair copper interconnect, and fiber optic cable and hub sites; and support of the Traffic Signal, ATMS, and FiberNet CIP projects. This program also includes provision of testimony for the County in court cases involving traffic signals.

<b>Program Performance Measures</b>	<b>Actual FY13</b>	<b>Actual FY14</b>	<b>Estimated FY15</b>	<b>Target FY16</b>	<b>Target FY17</b>
The backlog of signalized intersections with a malfunctioning sensor	172	138	130	122	114

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>2,347,634</b>	<b>6.90</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	81,532	0.02
<b>FY16 CE Recommended</b>	<b>2,429,166</b>	<b>6.92</b>

## Transportation Community Outreach

The Transportation Community Outreach program objective is to inform County residents of DOT's services, programs, and procedures; enhance their understanding of the department's organization and responsibilities; enhance their ability to contact directly the appropriate DOT office; and provide feedback so DOT can improve its services. Staff works with the Public Information Office to respond to media inquiries. Staff refers and follows up on residents' concerns; attends community meetings; and convenes action group meetings at the request of the Regional Services Center directors. Significant components of this program are the coordination of Renew Montgomery, a neighborhood revitalization program, and the Keep Montgomery County Beautiful program, which includes the Adopt-A-Road program, a beautification grants program, and annual beautification awards.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>224,678</b>	<b>1.00</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-4,324	0.00
<b>FY16 CE Recommended</b>	<b>220,354</b>	<b>1.00</b>

## Property Acquisition

This program is responsible for acquiring land for transportation capital projects and includes land acquisitions for other departments on an as-needed basis. This program includes administering the abandonment of rights-of-ways which have been or currently are in public use.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>101,757</b>	<b>0.60</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	-2,092	0.00
<b>FY16 CE Recommended</b>	<b>99,665</b>	<b>0.60</b>

## Transportation Planning and Design

This program provides for the development of engineering construction plans and specifications for all transportation-related projects in the County's Capital Improvements Program (CIP). This includes planning, surveying, designing of roads, bridges, traffic improvements, pedestrian, bicycle and mass transit facilities, and storm drains; as well as the inventory, inspection, renovation, preservation and rehabilitation of existing bridges. All of these plans are environmentally sound and aesthetically pleasing and meet applicable local, State, and Federal laws and regulations.

<b>Program Performance Measures</b>	<b>Actual FY13</b>	<b>Actual FY14</b>	<b>Estimated FY15</b>	<b>Target FY16</b>	<b>Target FY17</b>
Linear feet of sidewalk construction completed (000) <sup>1</sup>	34	39	34	34	34
Percentage of customers satisfied with new capital projects	90%	90%	90%	90%	90%

<sup>1</sup> For FY14, the breakdown is 20,505 linear feet of sidewalk, 13,065 of ADA and 5,756 linear feet of bus stop improvements.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>457,838</b>	<b>1.70</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	29,117	0.00
<b>FY16 CE Recommended</b>	<b>486,955</b>	<b>1.70</b>

### **Transportation Construction**

This program provides overall construction administration and inspection of the Department's transportation CIP projects. This includes preparing and awarding construction contracts, monitoring construction expenditures and schedules, processing contract payments, providing construction inspection, and inspecting and testing materials used in capital projects. It measures and controls the quality of manufactured construction materials incorporated into the transportation infrastructure. This program also includes materials (manufacturing) plant inspections and testing of materials for work performed by private developers under permit with the County.

<b>Program Performance Measures</b>	<b>Actual FY13</b>	<b>Actual FY14</b>	<b>Estimated FY15</b>	<b>Target FY16</b>	<b>Target FY17</b>
Transportation Capital Improvement Projects completed within 10% of the cost estimate in the original Project Description Form	100%	100%	100%	100%	100%
Transportation Capital Improvement Projects completed within 3 months of projected timeline on Project Description Form	75%	66%	75%	75%	75%

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>271,714</b>	<b>0.90</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	13,097	0.00
<b>FY16 CE Recommended</b>	<b>284,811</b>	<b>0.90</b>

### **Transportation Management and Operations**

This program provides for the daily operations of the County's transportation management program to include operations of the Transportation Management Center (TMC), the computerized traffic signal system, the aerial surveillance sub-program, and multi-agency incident management response and special event traffic management. This program also provides hardware and software support for the TMC's computer and network infrastructure, and investigation of citizen complaints about traffic signal timing, synchronization and optimization.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>2,224,857</b>	<b>7.50</b>
Increase Cost: Uninterrupted Power Supply (UPS) unit maintenance	3,200	0.00
Reduce: Number of traffic signals assessed for re-timing from 78 to 47	-100,000	0.00
Decrease Cost: Elimination of One-Time Items Approved in FY15	-480,000	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	13,072	0.00
<b>FY16 CE Recommended</b>	<b>1,661,129</b>	<b>7.50</b>

### **Transportation Policy**

This program provides for the integration of all transportation plans, projects, and programs to ensure Department-wide coordination and consistency. The program provides a strategic planning framework for the identification and prioritization of new capital and operating transportation projects and programs for implementation at the County and State levels. The program advocates and explains the County's transportation priorities to the Council and State Delegation. This program also includes a liaison role and active participation with local and regional bodies such as WMATA, M-NCPPC, the Metropolitan Washington Council of Governments (COG), the Transportation Planning Board (TPB), and the Maryland Department of Transportation. This program involves active participation in the master planning process in order to advance transportation priorities and ensure the ability to implement proposed initiatives. The development of transportation policy, legislation, and infrastructure financing proposals are included in this program, including administration of the Impact Tax Program, development and negotiation of participation agreements with private developers, and the Development Approval Payment program.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>446,878</b>	<b>3.00</b>
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	35,332	0.00
<b>FY16 CE Recommended</b>	<b>482,210</b>	<b>3.00</b>

## Tree Maintenance

The operating budget portion of the Tree Maintenance program provides for emergency tree maintenance services in the public rights-of-way. The program provides priority area-wide emergency tree and stump removal and pruning to ensure the safety of pedestrians and cyclists, minimize damage to property, and provide adequate road clearance and sign, signal, and streetlight visibility for motorists. Starting in FY07, the street tree planting function was transferred to DOT as part of the overall Tree Maintenance program.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>4,965,677</b>	<b>14.60</b>
Enhance: Street tree planting	75,000	0.00
Reduce: Suspend stump grinding program	-500,000	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	81,742	0.00
<b>FY16 CE Recommended</b>	<b>4,622,419</b>	<b>14.60</b>

## Vacuum Leaf Collection

The Vacuum Leaf Collection program provides two vacuum leaf collections to the residents in the Leaf Vacuuming District during the late fall/winter months. Vacuum leaf collection is an enhanced service which complements homeowner responsibilities related to the collection of the high volume of leaves generated in this part of the County. This program is supported by a separate leaf vacuum collection fee that is charged to property owners in the Leaf Vacuuming District.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>5,224,643</b>	<b>30.83</b>
Increase Cost: FY16 Compensation Adjustment	82,390	0.00
Increase Cost: Motor Pool Rate Adjustment	81,841	0.00
Increase Cost: Retirement Adjustment	19,816	0.00
Increase Cost: Group Insurance Adjustment	8,905	0.00
<b>FY16 CE Recommended</b>	<b>5,417,595</b>	<b>30.83</b>

## Administration

The Director's Office provides overall leadership for the Department, including policy development, planning, accountability, service integration, customer service, and the formation of partnerships. It also handles administration of the day-to-day operations of the Department, including direct service delivery, budget and fiscal management oversight (capital and operating), training, contract management, logistics and facilities support, human resources management, and information technology. In addition, administration staff coordinates the departmental review of proposed State legislation and provides a liaison between the County and WMATA. The Department consists of five divisions: the Division of Traffic Engineering and Operations, the Division of Parking Management, the Division of Highway Maintenance, the Division of Transportation Planning, and the Division of Transit Services. The Administration program includes efforts of staff from all divisions of the Department.

<b>FY16 Recommended Changes</b>	<b>Expenditures</b>	<b>FTEs</b>
<b>FY15 Approved</b>	<b>3,596,245</b>	<b>23.70</b>
Decrease Cost: Annualization of FY15 Personnel Costs	-157,067	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	198,337	-0.21
<b>FY16 CE Recommended</b>	<b>3,637,515</b>	<b>23.49</b>



# BUDGET SUMMARY

	Actual FY14	Budget FY15	Estimated FY15	Recommended FY16	% Chg Bud/Rec
<b>COUNTY GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	17,443,767	13,974,657	13,285,097	14,565,400	4.2%
Employee Benefits	6,269,266	5,960,424	5,470,076	6,331,899	6.2%
<b>County General Fund Personnel Costs</b>	<b>23,713,033</b>	<b>19,935,081</b>	<b>18,755,173</b>	<b>20,897,299</b>	<b>4.8%</b>
Operating Expenses	46,263,056	25,596,716	26,835,709	24,369,136	-4.8%
Capital Outlay	0	0	0	0	—
<b>County General Fund Expenditures</b>	<b>69,976,089</b>	<b>45,531,797</b>	<b>45,590,882</b>	<b>45,266,435</b>	<b>-0.6%</b>
<b>PERSONNEL</b>					
Full-Time	443	449	449	449	—
Part-Time	8	8	8	8	—
FTEs	242.06	243.98	243.98	243.98	—
<b>REVENUES</b>					
Federal Grants	1,181,750	0	0	0	—
Miscellaneous Revenues	27,622	10,000	5,000	5,000	-50.0%
Motor Pool Charges/Fees	8,808	0	0	0	—
Other Charges/Fees	384,773	440,000	440,000	440,000	—
Parking Fees	330,583	248,000	317,000	317,000	27.8%
Parking Fines	1,142,831	0	0	0	—
Residential Parking Permits	236,700	200,000	200,000	200,000	—
Self Insurance Employee Health Income	112,000	0	0	0	—
State Aid: Highway User	3,339,194	3,587,736	3,527,416	3,583,245	-0.1%
State Grants	1,008,000	0	0	0	—
Street Tree Planting	0	0	0	75,000	—
Subdivision Plan Review	80,129	200,000	200,000	200,000	—
Traffic Signals Maintenance	0	994,000	994,000	994,000	—
Other Fines/Forfeitures	8,902	0	0	0	—
<b>County General Fund Revenues</b>	<b>7,861,292</b>	<b>5,679,736</b>	<b>5,683,416</b>	<b>5,814,245</b>	<b>2.4%</b>
<b>GRANT FUND MCG</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	0	11,087	11,087	10,917	-1.5%
Employee Benefits	0	3,897	3,897	4,067	4.4%
<b>Grant Fund MCG Personnel Costs</b>	<b>0</b>	<b>14,984</b>	<b>14,984</b>	<b>14,984</b>	—
Operating Expenses	19,699	0	0	0	—
Capital Outlay	0	0	0	0	—
<b>Grant Fund MCG Expenditures</b>	<b>19,699</b>	<b>14,984</b>	<b>14,984</b>	<b>14,984</b>	—
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	0.25	0.19	0.19	0.19	—
<b>REVENUES</b>					
Miscellaneous Revenues	19,699	0	0	0	—
State Grants	0	14,984	14,984	14,984	—
<b>Grant Fund MCG Revenues</b>	<b>19,699</b>	<b>14,984</b>	<b>14,984</b>	<b>14,984</b>	—
<b>VACUUM LEAF COLLECTION</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	1,930,469	2,242,070	1,873,450	2,332,201	4.0%
Employee Benefits	650,651	740,203	568,498	761,183	2.8%
<b>Vacuum Leaf Collection Personnel Costs</b>	<b>2,581,120</b>	<b>2,982,273</b>	<b>2,441,948</b>	<b>3,093,384</b>	<b>3.7%</b>
Operating Expenses	2,866,127	2,242,370	2,782,695	2,324,211	3.6%
Capital Outlay	0	0	0	0	—
<b>Vacuum Leaf Collection Expenditures</b>	<b>5,447,247</b>	<b>5,224,643</b>	<b>5,224,643</b>	<b>5,417,595</b>	<b>3.7%</b>
<b>PERSONNEL</b>					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
FTEs	30.83	30.83	30.83	30.83	—
<b>REVENUES</b>					
Investment Income	1,230	2,150	2,260	8,790	308.8%
Leaf Vacuum Collection Fees	6,531,673	6,526,335	6,528,485	6,535,000	0.1%
Systems Benefit Charge	-11	0	0	0	—
Other Charges/Fees	12,558	0	0	0	—
<b>Vacuum Leaf Collection Revenues</b>	<b>6,545,450</b>	<b>6,528,485</b>	<b>6,530,745</b>	<b>6,543,790</b>	<b>0.2%</b>

	Actual FY14	Budget FY15	Estimated FY15	Recommended FY16	% Chg Bud/Rec
<b>DEPARTMENT TOTALS</b>					
Total Expenditures	75,443,035	50,771,424	50,830,509	50,699,014	-0.1%
Total Full-Time Positions	443	449	449	449	—
Total Part-Time Positions	8	8	8	8	—
Total FTEs	273.14	275.00	275.00	275.00	—
Total Revenues	14,426,441	12,223,205	12,229,145	12,373,019	1.2%

## FY16 RECOMMENDED CHANGES

	Expenditures	FTEs
<b>COUNTY GENERAL FUND</b>		
<b>FY15 ORIGINAL APPROPRIATION</b>	<b>45,531,797</b>	<b>243.98</b>
<b><u>Changes (with service impacts)</u></b>		
Enhance: Bicycles, site preparation, and operating expenses associated with new bikeshare stations installed with State funding [BikeShare]	166,024	0.00
Enhance: Street tree planting [Tree Maintenance]	75,000	0.00
Reduce: Sidewalk repair by 10 percent or about 650 linear feet [Roadway and Related Maintenance]	-40,000	0.00
Reduce: Number of traffic signals assessed for re-timing from 78 to 47 [Transportation Management and Operations]	-100,000	0.00
Reduce: Traffic Materials (Signs, Markings, Signals, ATMS) [Traffic Sign & Marking]	-144,000	0.00
Reduce: Suspend stump grinding program [Tree Maintenance]	-500,000	0.00
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: FY16 Compensation Adjustment	797,031	0.00
Increase Cost: Retirement Adjustment	245,219	0.00
Increase Cost: Maintenance of newly accepted subdivision roads and recently completed road projects [Roadway and Related Maintenance]	95,229	0.00
Increase Cost: Group Insurance Adjustment	77,035	0.00
Increase Cost: Streetlight relamping and maintenance contract [Streetlighting]	32,300	0.00
Increase Cost: Uninterrupted Power Supply (UPS) unit maintenance [Transportation Management and Operations]	3,200	0.00
Decrease Cost: Printing and Mail	-44,561	0.00
Decrease Cost: Ticket collection fees due to lower number of tickets issued [Parking Outside the Parking Districts]	-64,232	0.00
Decrease Cost: Asphalt purchase costs due to reduced petroleum costs [Resurfacing]	-75,000	0.00
Decrease Cost: Motor Pool Rate Adjustment	-151,540	0.00
Decrease Cost: Annualization of FY15 Personnel Costs [Administration]	-157,067	0.00
Decrease Cost: Elimination of One-Time Items Approved in FY15 [Transportation Management and Operations]	-480,000	0.00
<b>FY16 RECOMMENDED:</b>	<b>45,266,435</b>	<b>243.98</b>
<b>GRANT FUND MCG</b>		
<b>FY15 ORIGINAL APPROPRIATION</b>	<b>14,984</b>	<b>0.19</b>
<b>FY16 RECOMMENDED:</b>	<b>14,984</b>	<b>0.19</b>
<b>VACUUM LEAF COLLECTION</b>		
<b>FY15 ORIGINAL APPROPRIATION</b>	<b>5,224,643</b>	<b>30.83</b>
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: FY16 Compensation Adjustment [Vacuum Leaf Collection]	82,390	0.00
Increase Cost: Motor Pool Rate Adjustment [Vacuum Leaf Collection]	81,841	0.00
Increase Cost: Retirement Adjustment [Vacuum Leaf Collection]	19,816	0.00
Increase Cost: Group Insurance Adjustment [Vacuum Leaf Collection]	8,905	0.00
<b>FY16 RECOMMENDED:</b>	<b>5,417,595</b>	<b>30.83</b>

## PROGRAM SUMMARY

Program Name	FY15 Approved		FY16 Recommended	
	Expenditures	FTEs	Expenditures	FTEs
Automation	466,689	2.90	463,098	2.90
BikeShare	1,423,090	1.00	1,596,680	1.00
Bridge Maintenance	179,128	1.10	182,139	1.10
Transportation Engineering and Management Services	468,140	3.00	468,140	3.00
Parking Outside the Parking Districts	1,126,456	1.60	1,072,795	1.60
Resurfacing	2,189,410	0.00	2,114,410	0.00
Roadway and Related Maintenance	16,442,821	122.10	16,861,435	122.10
Snow Removal/Wind/Rain Storms	3,281,713	24.70	3,338,755	24.70
Streetlighting	546,257	0.50	579,361	0.50
Traffic Planning	404,576	4.10	414,907	4.10
Traffic and Pedestrian Safety	2,001,971	11.47	2,023,033	11.66
Traffic Sign & Marking	2,379,252	11.80	2,242,442	11.80
Traffic Signals & Advanced Transportation Mgmt. Syst.	2,347,634	6.90	2,429,166	6.92
Transportation Community Outreach	224,678	1.00	220,354	1.00
Property Acquisition	101,757	0.60	99,665	0.60
Transportation Planning and Design	457,838	1.70	486,955	1.70
Transportation Construction	271,714	0.90	284,811	0.90
Transportation Management and Operations	2,224,857	7.50	1,661,129	7.50
Transportation Policy	446,878	3.00	482,210	3.00
Tree Maintenance	4,965,677	14.60	4,622,419	14.60
Vacuum Leaf Collection	5,224,643	30.83	5,417,595	30.83
Administration	3,596,245	23.70	3,637,515	23.49
<b>Total</b>	<b>50,771,424</b>	<b>275.00</b>	<b>50,699,014</b>	<b>275.00</b>

## CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY15		FY16	
		Total\$	FTEs	Total\$	FTEs
<b>COUNTY GENERAL FUND</b>					
Cable Television	Cable Television	314,277	0.75	880,196	0.75
CIP	CIP	17,805,055	148.34	17,764,867	148.07
Environmental Protection	Water Quality Protection Fund	3,534,151	32.29	3,646,398	32.29
Solid Waste Services	Solid Waste Disposal	247,778	2.90	263,290	2.90
Transit Services	Mass Transit	174,470	1.00	188,861	1.00
Urban Districts	Bethesda Urban District	25,000	0.00	25,000	0.00
Urban Districts	Silver Spring Urban District	13,000	0.00	13,000	0.00
Urban Districts	Wheaton Urban District	12,900	0.00	12,900	0.00
<b>Total</b>		<b>22,126,631</b>	<b>185.28</b>	<b>22,794,512</b>	<b>185.01</b>

## FUTURE FISCAL IMPACTS

Title	CE REC.					
	FY16	FY17	FY18	FY19	FY20	FY21
(\$000's)						
This table is intended to present significant future fiscal impacts of the department's programs.						
<b>COUNTY GENERAL FUND</b>						
<b>Expenditures</b>						
<b>FY16 Recommended</b>	<b>45,266</b>	<b>45,266</b>	<b>45,266</b>	<b>45,266</b>	<b>45,266</b>	<b>45,266</b>
No inflation or compensation change is included in outyear projections.						
<b>Elimination of One-Time Items Recommended in FY16</b>	<b>0</b>	<b>-42</b>	<b>-37</b>	<b>-33</b>	<b>-28</b>	<b>-28</b>
Items approved for one-time funding in FY16, including costs associated with installing new stations, pads, signage and bicycles, will be eliminated from the base in the outyears.						
<b>Labor Contracts</b>	<b>0</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>
These figures represent the estimated annualized cost of general wage adjustments, service increments, and associated benefits.						
<b>Operating Budget Impacts for Selected Transportation Projects</b>	<b>0</b>	<b>145</b>	<b>402</b>	<b>409</b>	<b>563</b>	<b>563</b>
These figures represent the impacts on the Operating Budget of projects included in the FY16-20 Amended Capital Improvements Program						
<b>Subtotal Expenditures</b>	<b>45,266</b>	<b>45,506</b>	<b>45,768</b>	<b>45,780</b>	<b>45,939</b>	<b>45,939</b>

Title	CE REC. FY16	FY17	FY18	( \$000's ) FY19	FY20	FY21
<b>VACUUM LEAF COLLECTION</b>						
<b>Expenditures</b>						
<b>FY16 Recommended</b> No inflation or compensation change is included in outyear projections.	<b>5,418</b>	<b>5,418</b>	<b>5,418</b>	<b>5,418</b>	<b>5,418</b>	<b>5,418</b>
<b>Labor Contracts</b> These figures represent the estimated annualized cost of general wage adjustments, service increments, and associated benefits.	<b>0</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
<b>Subtotal Expenditures</b>	<b>5,418</b>	<b>5,435</b>	<b>5,435</b>	<b>5,435</b>	<b>5,435</b>	<b>5,435</b>

FY16-21 PUBLIC SERVICES PROGRAM: FISCAL PLAN		Vacuum Leaf Collection					
FISCAL PROJECTIONS	FY15 ESTIMATE	FY16 REC	FY17 PROJECTION	FY18 PROJECTION	FY19 PROJECTION	FY20 PROJECTION	FY21 PROJECTION
<b>ASSUMPTIONS</b>							
Indirect Cost Rate	15.87%	15.98%	15.98%	15.98%	15.98%	15.98%	15.98%
CPI (Fiscal Year)	1.7%	2.0%	2.2%	2.3%	2.5%	2.8%	3.1%
Investment Income Yield	0.2%	0.7%	1.3%	1.8%	2.3%	2.8%	3.5%
Charge per single-family household	\$ 88.91	\$ 88.91	\$ 101.10	\$ 103.15	\$ 106.55	\$ 104.38	\$ 110.02
Charge per multi-family unit and townhome unit	\$ 3.54	\$ 3.54	\$ 4.01	\$ 4.09	\$ 4.22	\$ 4.14	\$ 4.36
Single-family households in leaf collection district	71,382	71,472	71,472	71,472	71,472	71,472	71,472
Multi-family households in leaf collection district	50,253	51,083	51,083	51,083	51,083	51,083	51,083
% of leaves attributed to single-family households	97.2%	97.2%	97.2%	97.2%	97.2%	97.2%	97.2%
% of leaves attributed to multi-family units and townh	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%	2.8%
<b>BEGINNING FUND BALANCE</b>	<b>1,299,279</b>	<b>968,830</b>	<b>548,481</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
<b>REVENUES</b>							
Charges For Services	6,528,485	6,535,000	7,430,406	7,581,122	7,830,972	7,672,019	8,086,194
Miscellaneous	2,260	8,790	16,900	23,660	30,420	37,180	47,320
<b>Subtotal Revenues</b>	<b>6,530,745</b>	<b>6,543,790</b>	<b>7,447,306</b>	<b>7,604,782</b>	<b>7,861,392</b>	<b>7,709,199</b>	<b>8,133,514</b>
<b>INTERFUND TRANSFERS (Net Non-CIP)</b>							
Transfers To The General Fund	(1,636,551)	(1,546,544)	(1,879,433)	(1,793,508)	(1,836,278)	(1,445,575)	(1,600,710)
Indirect Costs	(473,290)	(494,320)	(497,150)	(497,150)	(497,150)	(497,150)	(497,150)
Technology Modernization CIP	(30,517)	0	0	0	0	0	0
Transfers To Special Fds: Non-Tax + ISF	(1,132,744)	(1,052,224)	(1,382,283)	(1,296,358)	(1,339,128)	(948,425)	(1,103,560)
To Solid Waste Disposal	(1,132,744)	(1,052,224)	(1,382,283)	(1,296,358)	(1,339,128)	(948,425)	(1,103,560)
<b>TOTAL RESOURCES</b>	<b>6,193,473</b>	<b>5,966,076</b>	<b>6,116,354</b>	<b>6,311,274</b>	<b>6,525,114</b>	<b>6,763,624</b>	<b>7,032,804</b>
<b>PSP OPER. BUDGET APPROP/ EXP'S.</b>							
Operating Budget	(5,224,643)	(5,417,595)	(5,598,645)	(5,793,565)	(6,007,405)	(6,245,915)	(6,515,095)
Labor Agreement	n/a	0	(17,709)	(17,709)	(17,709)	(17,709)	(17,709)
<b>Subtotal PSP Oper Budget Approp / Exp's</b>	<b>(5,224,643)</b>	<b>(5,417,595)</b>	<b>(5,616,354)</b>	<b>(5,811,274)</b>	<b>(6,025,114)</b>	<b>(6,263,624)</b>	<b>(6,532,804)</b>
<b>TOTAL USE OF RESOURCES</b>	<b>(5,224,643)</b>	<b>(5,417,595)</b>	<b>(5,616,354)</b>	<b>(5,811,274)</b>	<b>(6,025,114)</b>	<b>(6,263,624)</b>	<b>(6,532,804)</b>
<b>YEAR END FUND BALANCE</b>	<b>968,830</b>	<b>548,481</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
<b>END-OF-YEAR RESERVES AS A</b>							
<b>PERCENT OF RESOURCES</b>	<b>15.6%</b>	<b>9.2%</b>	<b>8.2%</b>	<b>7.9%</b>	<b>7.7%</b>	<b>7.4%</b>	<b>7.1%</b>

**Assumptions:**

1. Leaf vacuuming rates are adjusted to achieve cost recovery.
2. The Vacuum Leaf Collection fund balance policy target is \$500,000. In future years, rates will be adjusted annually to fund the approved service program and maintain the appropriate ending balance.