

CITY OF ROCKVILLE, MARYLAND

Fiscal Year 2023

2023

**Adopted Operating Budget
and Capital Improvements Program**

JULY 1, 2022 – JUNE 30, 2023



**111 MARYLAND AVE., ROCKVILLE, MD 20850
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FY 2023 Adopted Operating Budget and Capital Improvements Program

July 2022

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Mark Pierzchala, Councilmember

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For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director



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How to Read the Budget

The City of Rockville's Operating Budget and Capital Improvements Program (CIP) provides residents and city officials with detailed information about the city's spending and operations. The goal of the budget document is to provide transparency to the public about the programs, services, and policy implications of the city's spending decisions and to detail the city's operational and financial strategy over the coming fiscal year for the operating budget and over a five year period for the CIP. The operating budget and CIP together serve as a:

1. **Policy Document** – to describe financial and operating policies, goals, and priorities for the organization.
2. **Financial Plan** – to provide revenue and expenditure information by fund, department, division, and category. Also provides details on reserve funds, ways to address financial risk, and manage financial uncertainties.
3. **Operations Guide** – to describe activities, objectives for the fiscal year, and performance measures to track progress on the objectives and the workforce.
4. **Communications Device** – to provide information on budgetary trends, planning processes, and the integration of the operating and capital budgets.

This document is divided into eight major sections: Introduction, Guiding Documents, Financial Summaries, Operating Departments, CIP Overview, CIP Projects, Supplemental Information, and Appendix.

Introduction

This section includes the transmittal letter from the City Manager, Vision and Priorities for FY 2023, Budget-In-Brief, a description of the budget process, a summary of changes between the proposed and adopted budgets, and a profile of the Rockville community and local government.

Guiding Documents

This section includes the city's Financial Management Policies and descriptions of the city's major policy documents.

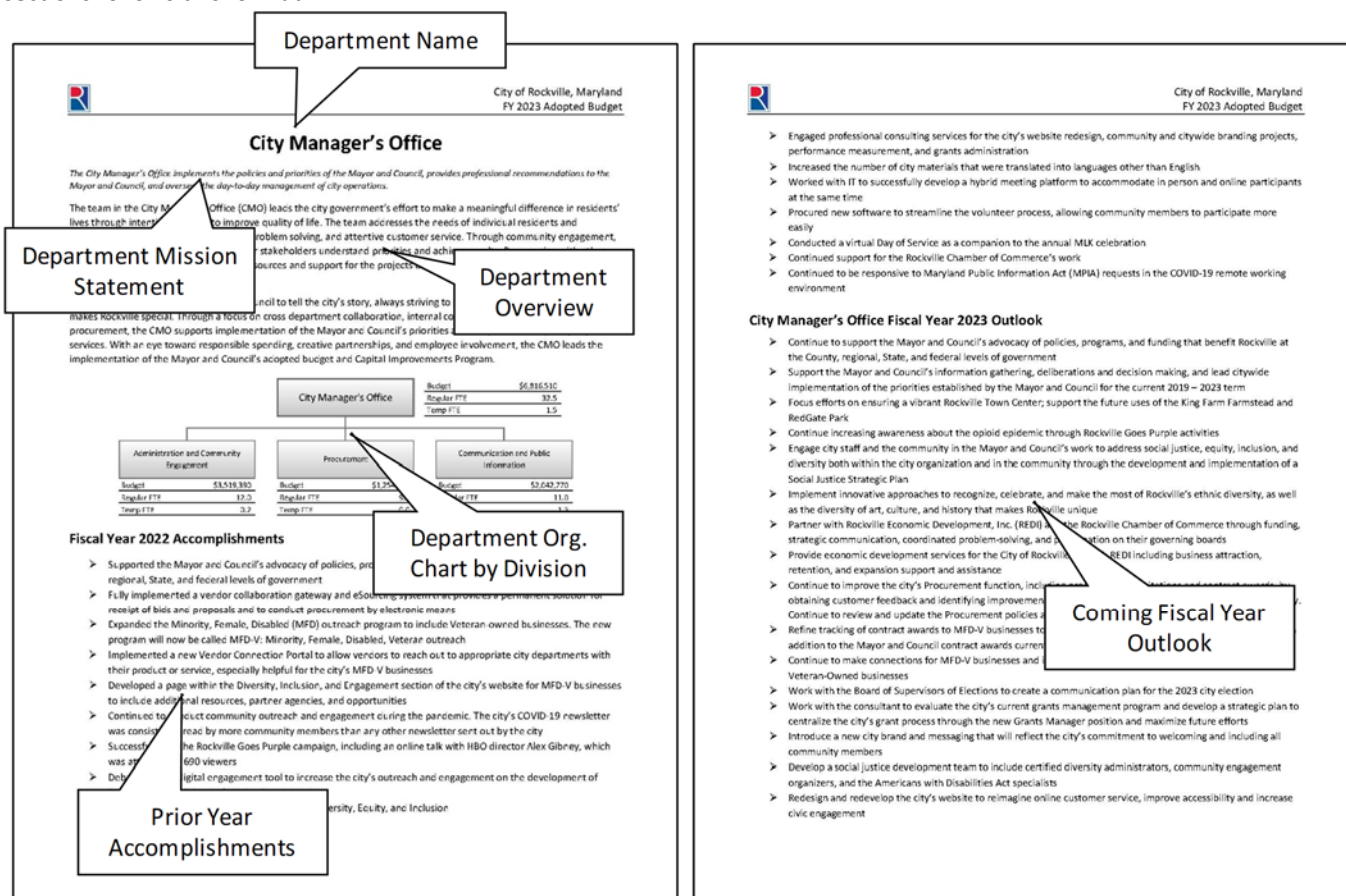
Financial Summaries

This section describes and analyzes each of the city's funds both individually and in consolidated form using tables and graphs to highlight key aspects of the budget. Revenue and expenditure information is detailed by fund and department and projected changes in fund and cash balances are provided. The city's General Fund is described and analyzed in detail and all other funds are shown as two page layouts which include nine year financial summaries, illustrated compliance with city financial management policies, and detailed information specific to the fund, including the fund's purpose, the fund's current status and future forecast, and information related to tax and fee rates, if applicable.



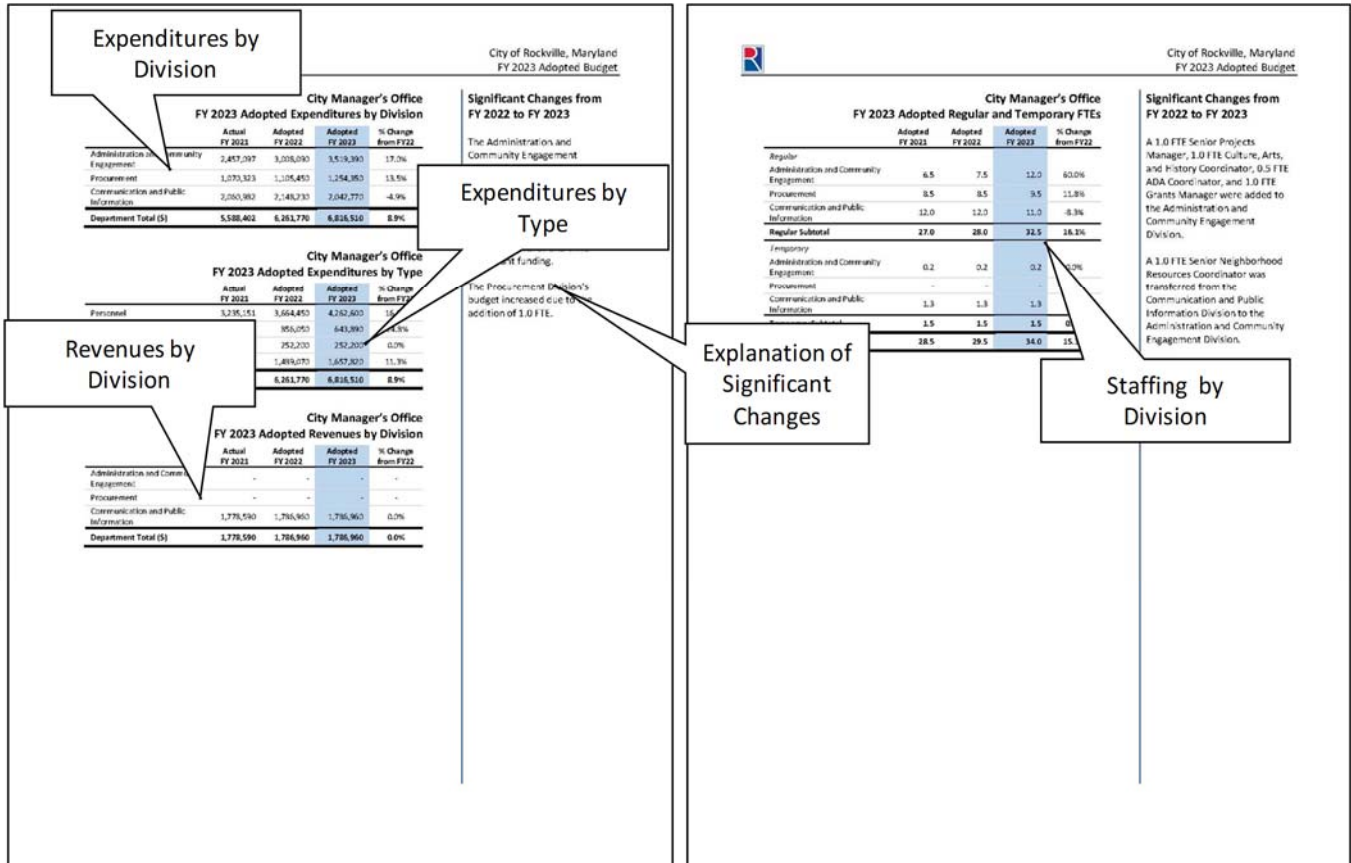
Operating Departments

The Departments section provides strategic, operational, performance, and budgetary information for each of the city's departments. Each department section begins with an overview of the scope and responsibilities of the entire department. This includes the department's mission statement and a brief overview of its primary functions. The first page of each department section also contains a summary organizational chart illustrating divisional reporting relationships as well as expenditure, regular full time equivalent positions, and temporary full time equivalent position information. Each department section then details major prior year accomplishments followed by a coming year outlook. Below is an annotated illustration of City Manager's Office section from the Operating Departments section in this document. The layout of all department sections follows this format.

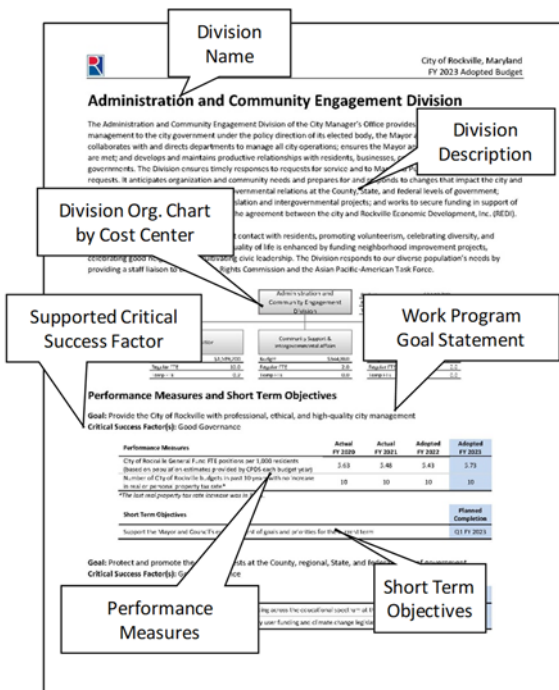


Following the coming Fiscal Year outlook are department-level financial and staffing tables. These tables show expenditures for the department in two views, by division and by expenditure type, and revenues by division. These financial tables are followed by a regular and temporary FTE staffing table that is shown by division. Along the right side of all pages with financial and staffing tables is a sidebar that contains explanations of significant changes from the prior fiscal year to the current fiscal year. In the department overview section, these explanations are more general than in the following division sections, which are more detailed. Because divisions roll up into departments and departments into funds, the same information can be seen in multiple locations in this document. The reader should note that the most detailed information can be found at the division level.

On the following page is an annotated illustration of the department financial and staffing tables for the City Manager's Office section from the Operating Departments section of this document. The layout of all department sections follows this format.



Following each department summary section are sections for each of the department's divisions. These sections follow essentially the same format as the department summary sections, but offer more detail. They also include work program goals, Critical Success Factor alignment, performance measures, and short term objective data. At the top of each sheet is the name of the division, followed by a description of that division's core responsibilities. A division-level organizational chart follows, detailing expenditure and regular and temporary staffing information by the division's cost centers.



Beneath the organizational chart are all of the division's operational work program goals and the Critical Success Factor that each goal supports. Depending on the nature of the work in a given work program area and the availability of operational data, the work in support of the goal may be shown as workload measures, effectiveness or efficiency performance measures, or as project-based short term objectives. To the left is an annotated illustration of the first page of the Administration and Community Engagement Division section in the City Manager's Office section of this document. The layout of all division sections follows this format.

Following the performance measures and short term objectives layout, each division section includes division level financial and staffing tables with the same accompanying explanatory side bar, following the same format as described at the departmental level.



CIP Overview

This section provides a detailed overview of the city's capital planning and prioritization process, as well as financial summary information for the Capital Improvements Program (CIP). This section also describes the relationship between the operating and capital budgets, and displays the city's Capital Projects Fund debt ratios, total outstanding debt, and bond rating. Total unfunded CIP needs are also discussed in this section.

CIP Projects

This section provides detail on the city's CIP. It is separated into five program areas: Recreation and Parks, Transportation, Stormwater Management, Utilities, and General Government. Each individual CIP project has its own project summary sheet that includes a project overview, current and future funding summary, and project completion estimates. For more information on how to read CIP project sheets, see the first page of the CIP Projects section.

Supplemental Information

This section contains detailed information that compliments and clarifies the rest of the document. This includes a description of non-departmental revenues and expenses; citywide staffing and position classification information; regular employee pay scales; fleet replacement schedule; planned improvement projects; caregiver/outside agency grants; neighborhood association requests; cost recovery summary; water and sewer rate schedules; and a copy of the budget ordinance.

Appendix

This section contains the glossary, list of acronyms, and index.

More information can be found online at www.rockvillemd.gov/budget including a line item version of the budget in Microsoft Excel format.



111 Maryland Avenue | Rockville, Maryland 20850-2364 | 240-314-5000
www.rockvillemd.gov

July 1, 2022

Honorable Mayor and Members of the Rockville City Council,

I am pleased to present the Fiscal Year (FY) 2023 Adopted Operating Budget and Capital Improvements Program (CIP). The annual budget is Rockville's financial plan for FY 2023. The budget demonstrates a commitment to the ongoing provision of essential public services and reflects the policy direction of the Mayor and Council. The budget was created with the participation of the Rockville community, and the approval of elected officials.

The FY 2023 operating budget totals \$148.8 million, which represents an increase of 5.4 percent over the FY 2022 adopted budget. The FY 2023 budget uses resources wisely and focuses on several Mayor and Council priorities, including implementation of the Comprehensive Plan, environmental sustainability and Climate Action Plan, Vision Zero, economic development, and financial sustainability and pandemic recovery. While there are many other items contained in the FY 2023 budget, these were identified as top priority areas for FY 2023. The budget includes no increases in the real property tax rate, as has been the case since 1995.

The first budget priority is the implementation of the Comprehensive Plan. This Plan, adopted in August 2021, contains the core philosophy that guides development, conservation, and capital improvement projects to improve the quality of life in Rockville. The Plan recommends that we develop a strategy to implement action items, with estimated time frames, key partners, and resources necessary to accomplish them. According to the Plan, priority should be given to implementation items requiring a zoning map amendment or the adoption of new Zoning Ordinance regulations. As a result of this recommendation, the FY 2023 budget includes \$300,000 for a two-year engagement for a consultant to assist with a Zoning Ordinance update. In addition to that, the FY 2023 operating budget includes the restoration of two Senior Planner positions that were frozen during the development of the FY 2021 budget. These positions will be instrumental in the Zoning Ordinance update, the overall implementation of the Comprehensive Plan, and the creation of neighborhood design guidelines.

The next priority in the FY 2023 budget is environmental sustainability and the Climate Action Plan (CAP). The CAP, which was adopted in January 2022, charts an ambitious course for reducing greenhouse gas emissions from the community and municipal government operations by 2030 and carbon neutrality by mid-century. The CAP includes a list of 42 actions that are focused on equitably reducing greenhouse gas emissions, strengthening resiliency, and developing a framework to oversee and monitor progress. There are several elements in the FY 2023 budget that support the CAP. Included in the Department of Public Works is a new Sustainability Program Manager position that will be responsible for implementing and managing the various citywide initiatives recommended by the CAP, including electric vehicle infrastructure and renewable energy systems, a pilot composting program, and oversight of energy management and energy efficiency projects. The FY 2023 budget includes \$4.2 million for flood mitigation, electric vehicle infrastructure, LED streetlight conversion, and storm drain analysis and spot repairs.

Another ongoing priority of the Mayor and Council is the implementation of the Vision Zero Action Plan. This plan outlines 30 actions that will help to increase traffic safety for all people and eliminate traffic-related fatalities and serious injuries. Vision Zero relies on a multidisciplinary approach, bringing together diverse stakeholders throughout the community. For the FY 2023 capital budget, there are several projects with new appropriations totaling \$7.7 million that support the Vision Zero Action Plan. These projects include asphalt and concrete improvements and replacement, LED streetlight conversion, and pedestrian and bicycle safety improvements to our sidewalks and roadways.

The next major priority is economic development in the City of Rockville, which is managed by Rockville Economic Development, Inc. (REDI). REDI is a public-private partnership that was formed to strengthen and broaden the city's economic base through business entrepreneurship, expansion, retention, and recruitment. The FY 2023 budget for REDI is \$1.6 million, an increase of 13 percent over FY 2022. The increase in REDI's budget helps to support operational cost increases, tourism promotion, and their business incentive program. This total also includes one-time funding for a commercial district creation project. In addition to REDI's efforts, an ongoing initiative in CPDS is the coordination of Town Center revitalization efforts on behalf of the city. CPDS will continue to work with other departments, REDI, the Rockville Chamber of Commerce, residents, business owners, stakeholders, and the Mayor and Council to enhance the vitality and livability of Rockville's downtown.

Finally, the budget focuses on financial sustainability and pandemic recovery. The pandemic significantly reduced some of our revenues, and as a result, staff has worked to maintain operations while cutting back or deferring some less-essential positions, operating, and CIP expenditures. Moving into FY 2023, the budget restores most of what was eliminated or reduced during the pandemic, allowing us to look for new opportunities for growth, service enhancements, and transformation. One restoration priority that is included in the budget is funding for the implementation of the Employee Compensation and Classification Study recommendations. In addition to the restoration of revenues, the City of Rockville was allocated \$9.6 million from the American Rescue Plan Act (ARPA) of 2021. During FY 2022, the Mayor and Council appropriated \$7.6 million of ARPA funds for delinquent water and sewer bill forgiveness, water meter replacements, improvements to the Water Treatment Plant, improvements to the King Farm Farmstead, for the Gude Drive facility recycling transfer enclosure, improvements to the maintenance and emergency operations facility, design for an ADA sidewalk at the Civic Center, energy-efficient lighting for City Hall, fall protection solutions at the Swim & Fitness Center, improvements to the Stonestreet Corridor, a two-year Bank On Rockville program, and water submeters for Rockville Housing Enterprises (RHE). Staff will continue to look for opportunities to fund the Mayor and Council's priorities by utilizing all available resources, including current revenues, fund balance above the reserve target, and the remaining \$2 million in ARPA funds.

Crafting the FY 2023 budget during this transition period was challenging, and I would like to extend my sincere appreciation to our staff, including Chief Financial Officer Stacey Webster and her talented budget team, and to the Mayor and Council for their leadership and guidance. We hope this budget document offers the information and transparency needed to successfully govern throughout the next year. On behalf of our dedicated staff, we look forward to a healthy, productive, and successful FY 2023.

Very Respectfully,



Robert DiSpirito
City Manager



Vision and Priorities for FY 2023

Long-Term Vision

The Mayor and Council established eight Critical Success Factors, or their long-term vision, to help guide citywide policy and budget decisions. Each year staff review these factors and assign operational goals or capital projects that support them. The eight Critical Success Factors are then incorporated throughout the budget document. In the 'Operating Departments' section, each operational goal is linked to a specific Critical Success Factor through multi-year performance measures and/or short term objectives. In the 'CIP Projects' section, each project sheet includes the Critical Success Factor that most closely aligns with the description and outcome of the project. In both cases, the reader can connect the high-level vision of the Mayor and Council to the actual activities of the departments.

The Mayor and Council's eight **Critical Success Factors** are:

- | | |
|--|--|
| 1) Efficient and Effective City Service Delivery | 5) Planning and Preservation |
| 2) Good Governance | 6) Informed and Engaged Residents |
| 3) Safe and Livable Neighborhoods | 7) Economic Development |
| 4) Fiscal Responsibility | 8) Stewardship of Infrastructure and Environment |

Below are examples from this budget document that show how the Mayor and Council's Critical Success Factors are linked to the operating and capital budgets:

Goal: Ensure the public is fully involved as a partner with law enforcement

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of crime trend reports prepared and provided to communities each month (Target: 20)	27	38	30	40
Number of Rockville business visits per year (Target: 500)	327	600	500	500
Number of crime prevention safety programs for juveniles and young adults (Target: 25)	10	23	32	25
Number of crime prevention and personal safety classes for seniors (Target: 14)	6	11	20	14

Pedestrian and Bicycle Safety: FY21-FY25 (TD21)



Description: This project improves pedestrian and bicycle safety by working with neighborhoods to conduct feasibility analyses for new pedestrian initiatives and installing new pedestrian and bicycle traffic control devices and facilities. When available, federal grant resources will be used for this project.

Changes from Previous Year: Funding was added to address Vision Zero action items. Funding for work scheduled in the prior five year project (4B71) that was not under way in FY 2022 was transferred to this project to allow the prior project to close. This project received additional funds supported by supplemental tax duplication revenue during FY 2022.

Current Project Appropriations

Prior Appropriations:	884,857
Less Expended as of 4/20/22:	18,156
Total Carryover:	866,701
New Funding:	200,000
Total FY 2023 Appropriations:	1,066,701

Critical Success Factor: Planning and Preservation

Mandate/Plan: Vision Zero Action Plan; 2017 Bikeway Master Plan; Pedestrian Policies and Guidelines for Neighborhood Traffic Management

Anticipated Project Outcome: Streets that are safer and better connected for pedestrians, bicyclists, and transit riders.



FY 2023 Budget Priorities

In addition to the high-level Critical Success Factors that establish a long-term vision, each year the Mayor and Council identify specific budget priorities during the budget preparation process. These priorities fall under one or more of the Critical Success Factor categories and have action items and resources associated with them for the upcoming operating and capital budgets.

For the FY 2023 budget process, the Mayor and Council completed an 18-question survey on their top budget priorities. This survey was designed by staff and covered areas such as new positions, new or enhanced programs, employee wages and benefits, outside and caregiver agency grants, use of reserves, capital projects, and use of debt. Staff compiled the survey results, and the Mayor and Council discussed the results during a public meeting in December 2021. In addition to that December meeting which informed the City Manager's proposed budget, there were several more discussions on priorities and adjustments to the budget during the Mayor and Council's budget worksessions that were held in March, April, and May 2022.

The overall budget priorities that resulted from the Mayor and Council's FY 2023 budget discussions include: implementation of the Comprehensive Plan; environmental sustainability and Climate Action Plan; Vision Zero; economic development; and financial sustainability and pandemic recovery. While there are many other items funded in the FY 2023 budget, staff considered these to be major priority areas for FY 2023. Below is a summary by priority to illustrate how these priorities intersect with the FY 2023 adopted operating and capital budgets.

- **Implementation of the Comprehensive Plan** – On August 2, 2021, the Mayor and Council adopted Rockville's new Comprehensive Plan ("Plan") as the final step in the multi-year Rockville 2040 process. This Plan contains the core philosophy that guides development, conservation, and capital improvement projects to improve the quality of life in the Rockville community. During the Plan's 20-year timeframe, decisions are made on land use issues and budget priorities, and these decisions are guided by their alignment with the Plan.

It is a recommendation of the Plan that the city develop a strategy to implement action items, with estimated time frames, key partners, and the resources necessary to accomplish them. According to the Plan, priority should be given to implementation items that require a zoning map amendment or adoption of new or revised regulations in the Zoning Ordinance. As a result of this recommendation, the FY 2023 adopted budget includes \$300,000 in funding for a two-year consultant engagement to assist with the Zoning Ordinance update.

Completing a Zoning Ordinance update will more effectively manage growth, preserve key environmental and historic areas, and promote the types of housing and jobs that the city seeks. This update is a major step that can implement many of the policies and actions recommended in the Plan and should bring about the greatest community benefits. Consultant support will be needed to carry out this multi-faceted project, which is expected to take 18 to 24 months from the time the selected consultant is hired. The process will include technical work and community engagement. The new Zoning Ordinance should be complementary to the Plan and implemented fully through innovative and well-considered zoning law.

In addition to the \$300,000 in consultant funding, the FY 2023 adopted operating budget includes the addition of 2.0 FTE Senior Planners at a total cost of \$211,100. These positions will be instrumental in the Zoning Ordinance update and the overall implementation of the Comprehensive Plan. These positions were frozen when they became vacant in FY 2021 at the start of the pandemic when Rockville's resources decreased by over five percent. Since that time, the Department of Community Planning and Development Services has experienced additional vacancies and struggled with workload and productivity on major projects such as the Comprehensive Plan update, Town Center Revitalization, and GIS layer updates.

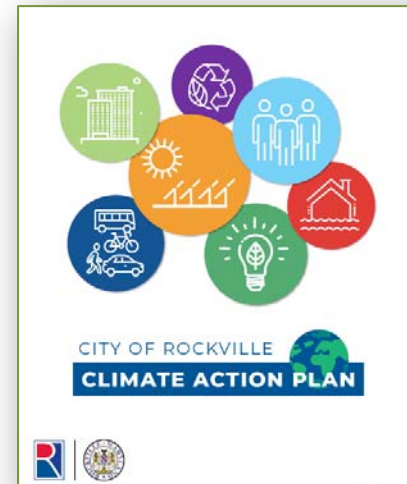
In addition to the funding in the FY 2023 budget, financial resources will be needed to implement recommended capital projects related to near-term items. Staff is currently working to update its fiscal analysis tool for understanding the financial impact of development proposals and Comprehensive Plan implementation.



- **Environmental Sustainability and Climate Action Plan** – The Mayor and Council adopted Rockville’s first Climate Action Plan (CAP) on January 10, 2022. The plan charts an ambitious course for reducing greenhouse gas emissions from the community and municipal government operations by at least 50 percent below 2005 levels by 2030 and carbon neutrality by mid-century. The plan includes a list of 42 actions that are focused on equitably reducing greenhouse gas emissions, strengthening resiliency, and developing a framework to oversee and monitor progress. Recognizing the disproportionate impacts that low-income and communities of color experience, the plan prioritizes equity by protecting vulnerable communities and improving access to environmental benefits.

Climate actions involve energy efficiency, renewable energy, electric vehicles and sustainable transportation, land use management, materials and waste management, resiliency, and public engagement and oversight. CAP implementation requires city investment in new technologies and projects, updated policies and ordinances, increased staff capacity, and the development or expansion of programs and services.

The CAP is designed to be flexible to allow the city to take advantage of new technology or funding opportunities as they arise. Although the city is taking the lead, community participation is critical, and implementation will involve partnerships and advocacy beyond Rockville’s borders and will draw on the recommendations in Rockville’s Comprehensive Plan and from widely accepted best practices amongst governmental jurisdictions.



There are several elements in the FY 2023 adopted budget that support the CAP. Included in the Department of Public Works, Environmental Management Division, is a new 1.0 FTE Sustainability Program Manager (\$115,780). This position will be responsible for implementing and managing various citywide initiatives recommended by the CAP, including the installation and management of electric vehicle infrastructure, installation and management of renewable energy systems, oversight of energy management and energy efficiency projects, and other actions to reduce the city’s municipal carbon emissions and improve the resiliency of public buildings and infrastructure. In addition to the funding for this position, the FY 2023 operating and CIP budgets include:

- \$300,000 for a pilot flood mitigation grant program,
- \$23,500 for a pilot composting program,
- \$792,500 for Electric Vehicle Infrastructure (GA23),
- \$1.0 million for LED Streetlight Conversion (TA22),
- \$1.5 million for the Flood Resiliency Master Plan (SA23),
- \$200,000 for the Storm Drain Analysis and Spot Repair: Potomac Woods (SB23), and
- \$450,000 for Stream Restoration Spot Repairs: FY21-FY25 (SB21).

In addition to the funded elements in the FY 2023 adopted budget, the city is utilizing existing resources to make current operations more consistent with the CAP. For example, in addition to the one electric vehicle purchased in FY 2017 and the two leased in FY 2022, the city will lease an additional 13 electric sedan/light-duty pickup trucks/SUVs in FY 2023. Staff will be carefully coordinating the arrival of new electric vehicles with the new charging infrastructure as planned for in the Electric Vehicle Infrastructure (GA23) CIP project as much as possible given the current unpredictable electric vehicle market. The community electronic vehicle readiness plan that was funded in FY 2022 is expected to be completed in FY 2023 and used to develop a strategic community-wide transition to zero emission vehicles. Staff is also looking for opportunities to make city facilities more energy-efficient and will utilize rebates or grants whenever possible.



- **Vision Zero** – On July 6, 2020, the Mayor and Council adopted the Vision Zero Action Plan to move the City of Rockville toward zero traffic deaths by 2030. The Vision Zero Action Plan outlines 30 actions that will help to increase traffic safety for all people and eliminate traffic-related fatalities and serious injuries. The strategy recognizes that people will make mistakes, so the road system and related policies should be designed to ensure those inevitable mistakes do not result in severe injuries or fatalities. Vision Zero also recognizes that non-motorists are more vulnerable in collisions, and that roadway designs and related policies must address the needs of these individuals.

To be successful, Vision Zero relies on a multidisciplinary approach, bringing together diverse stakeholders throughout the community as well as cross-agency collaboration. Vision Zero acknowledges that many factors contribute to safe mobility, including roadway design, speeds, behaviors, technology, and policies, and sets clear goals to achieve the shared goal of zero fatalities and severe injuries. Each quarter, the city's dedicated Vision Zero Coordinator submits a status report to the Mayor and Council, which provides updates and progress for each of the 30 action items. The Vision Zero Coordinator resides in the Department of Public Works, but collaborates with other city departments, including Police, Recreation and Parks, Community Planning and Development Services, and the City Manager's Office.

For the FY 2023 adopted capital budget, there are several projects with new appropriations that support the Vision Zero Action Plan. These CIP projects include:

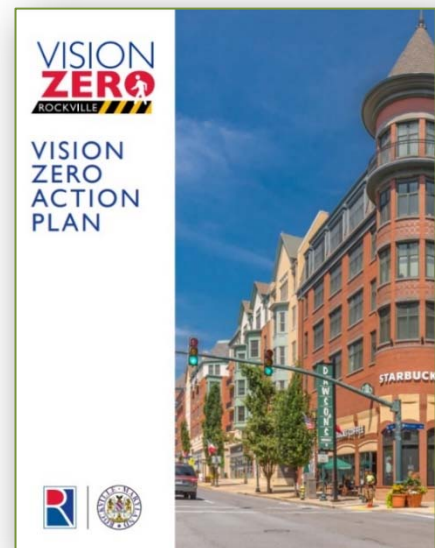
- \$530,000 in Asphalt/Concrete Improvements: FY21-FY25 (RA21),
- \$3.6 million in Asphalt Repair and Replacement: FY21-FY25 (TA21),
- \$2.2 million in Concrete Repair and Replacement: FY21-FY25 (TC21),
- \$1.0 million in LED Streetlight Conversion (TA22),
- \$200,000 in Pedestrian and Bicycle Safety (TD21), and
- \$200,000 in Sidewalks (TE21).

The total FY 2023 budget appropriation for these projects equals \$7.7 million. Please note there are additional Vision Zero projects in the CIP with prior appropriations or future funding identified.

The Vision Zero effort has many stakeholders and city staff will continue to work closely with the Rockville Pedestrian Advocacy Committee (RPAC), the Rockville Bicycle Advisory Committee (RBAC), the Traffic and Transportation Commission, Montgomery County, Maryland State Highway Administration, and other valued partners to identify and address safety needs.

- **Economic Development** – The City of Rockville's economic development activities are managed by Rockville Economic Development, Inc. (REDI). REDI is a public-private partnership that was formed to strengthen and broaden the city's economic base through business entrepreneurship, expansion, retention, and recruitment programs. REDI's services include site selection, fast track development, financing facilitation, networking and referrals, placemaking, and general business guidance. The city provides funding for REDI each year in the operating budget.

The FY 2023 adopted budget for REDI equals \$1.6 million, a total increase of \$182,870 or 13 percent over FY 2022. The increase in REDI's grant helps to support operational cost increases, tourism promotion, and an increase to the business incentive program. This total also includes one-time funding of \$90,000 for a commercial district creation project. For transparency in budgeting, REDI is a separate cost center in the Administration Division in the Office of the City Manager.





In 2021, REDI presented the “Rock East District” to the Mayor and Council for formal designation by the city. Rock East District is a placemaking project led by REDI to highlight the unique businesses, services, and recreation assets of East Gude Drive. Placemaking is a multi-faceted approach that utilizes local community’s assets and potential with the intention of creating spaces that promote the vitality of the people and businesses. The Rock East District project also promotes local tourism and provides support to small businesses recovering from the pandemic.

In addition to REDI’s efforts, an ongoing initiative in the Department of Community Planning and Development Services (CPDS) is the coordination of Town Center revitalization efforts on behalf of the city. CPDS will continue to work with other departments, REDI, the Rockville Chamber of Commerce, residents, business owners, and the Mayor and Council to enhance the vitality and livability of Rockville’s downtown.

- **Financial Sustainability and Pandemic Recovery** – The FY 2023 budget is the third budget prepared in the pandemic environment. The pandemic has significantly impacted many of the city’s resources, including reductions in revenues from hotel tax, admissions and amusement tax, recreation charges for services, and parking fees and citations. In fact, overall General Fund revenues declined by more than 5 percent from pre-pandemic levels. Due to revenue reductions, over the past two years, Finance has worked closely with the City Manager and city departments to maintain operations while cutting back or deferring some less essential positions, operating, and CIP expenditures. Moving into FY 2023, the budget restores most of what was eliminated or reduced during the pandemic, allowing the city to look for new opportunities for growth, service enhancements, and transformation. One restoration priority that is included in the adopted budget is funding for the implementation of the Employee Compensation and Classification Study recommendations and the addition of three steps to the Police pay scale.

In addition to the restoration of city revenues, the city received a \$9.6 million allocation from the American Rescue Plan Act (ARPA) of 2021. The intent of ARPA is to aid state and local governments in the recovery from the budgetary, economic, and financial impacts of the COVID-19 pandemic. During FY 2022, the Mayor and Council held several meetings to discuss the city’s use of the ARPA funds, and appropriated \$7.6 million for the following:

- \$1 million for delinquent water and sewer bill forgiveness,
- \$1.4 million for commercial water meter replacements,
- \$750,000 for Water Treatment Plant Upgrades,
- \$530,000 for Water Treatment Plant Safety Improvements,
- \$300,000 for Water Treatment Plant SCADA security improvements,
- \$650,000 for King Farm Farmstead sewer infrastructure,
- \$450,000 for King Farm Farmstead electrical infrastructure,
- \$533,345 for Gude Drive facility recycling transfer enclosure,
- \$900,000 for Maintenance and Emergency Operations Facility improvements,
- \$100,000 for Civic Center ADA sidewalk design,
- \$106,700 for City Hall energy-efficient lighting,
- \$30,500 for Swim & Fitness Center fall protection solutions,
- \$550,000 for Stonestreet Corridor improvements,
- \$292,500 for a two-year Bank On Rockville program, and
- \$58,250 for water submeters for Rockville Housing Enterprises (RHE).

Staff is hopeful that FY 2023 revenues mirror pre-pandemic activity and will continue to update the Mayor and Council on revenue and/or expenditures adjustments throughout the year. Staff will continue to look for strategically sound financial solutions that fund the Mayor and Council’s priorities by utilizing all city resources, including current revenues, unassigned fund balance above the reserve target, and the \$2 million of remaining ARPA funds.



FY 2023 Budget-In-Brief

The Budget-In-Brief section provides summary information on significant budgetary items and trends conveyed in an easy-to-read format. This section provides budget totals and staffing information for all funds, with additional details on budget enhancements, tax and utility rates, and new Capital Improvements Program projects for the city's major funds. Graphs and historical information are included throughout the section to provide context for the FY 2023 budget.

Operating Budget

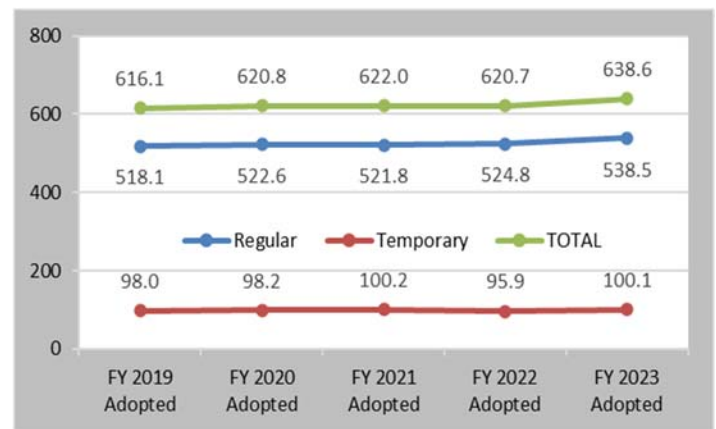
The FY 2023 operating budget totals \$148.8 million for the city's 11 operating funds. This represents an overall increase of 5.4 percent from the FY 2022 adopted budget. The FY 2023 adopted budget restores many of the reductions that were made in FY 2021 and FY 2022 due to the pandemic. The budget focuses on the strategic allocation of resources, including new staff resources and additional revenues from tax duplication and property tax.

City Staffing

The total number of full time equivalent (FTE) positions in the FY 2023 operating budget equals 638.6, an increase of 17.9 FTEs from the FY 2022 adopted level. The FY 2023 adopted budget includes an additional 13.7 regular FTEs over the FY 2022 adopted budget. The 13.7 FTE addition is the net effect of 14.7 FTE additions and 1.0 FTE reduction. Of the 14.7 FTEs added, 4.0 FTEs were positions previously frozen in response to constraints imposed by the pandemic. The new regular positions for FY 2023 are as follows (position summary tables, including values of positions, are included in the Supplemental Information section of this document):

- 0.5 FTE Boards and Commissions Coordinator (Mayor and Council)
- 0.5 FTE ADA Coordinator (City Manager)
- 1.0 FTE Senior Projects Manager (City Manager)
- 1.0 FTE Principal Buyer (City Manager)
- 1.0 FTE Culture, Arts and History Coordinator (City Manager)
- 1.0 FTE Grants Manager (City Manager)
- 2.0 FTE Senior Planner (Community Planning and Development Services)
- 1.0 FTE Information Systems Security Engineer (Information Technology)
- 1.0 FTE Police Major (Police)
- 0.5 FTE Police Service Aide (Police)
- 1.0 FTE Sustainability Program Manager (Public Works)
- 1.0 FTE Maintenance Worker III (Public Works)
- 0.2 FTE Recreation and Parks Program Specialist (Recreation and Parks)
- 1.0 FTE Senior Construction Projects Manager (Recreation and Parks)
- 1.0 FTE Special Events Coordinator (Recreation and Parks)
- 1.0 FTE Senior Center Program Specialist (Recreation and Parks)

History of FTEs for All Funds



Total temporary FTEs increased by 4.2, mainly due to the restoration of programming that was reduced or eliminated during the pandemic. The FY 2023 adopted budget assumes that many recreation programs will return to normal in calendar year 2022.

The 'History of FTEs for All Funds' graph shows the total number of regular and temporary FTEs for all funds since FY 2019. The total number of FTEs has increased by 3.7 percent over this period. The new positions for FY 2023 are necessary to keep pace with the desired service level and needs of the Rockville community. Staff will continue to explore opportunities to repurpose, reprogram, or eliminate vacant positions if the functions can be accomplished through increased efficiencies, reorganizations, or outsourcing.



General Fund Revenues

Approximately 63 percent of the city's spending occurs in the tax-supported General Fund. The General Fund is the city's primary operating fund and is used to support many of the city's core services and administrative functions. General Fund revenues increased by 7.9 percent to \$93.3 million for FY 2023. The Financial Summaries section of the budget document includes detailed information on the major FY 2023 General Fund revenue sources.

The main revenue categories that support the General Fund are property taxes and revenue from other governments (which includes income tax and municipal tax duplication). These revenue sources make up 79.8 percent of the General Fund budget and are described on the next two pages.

Property Taxes

Property taxes consist of taxes on the assessed value of real estate (including land and structures on the land) and taxes on the assessed value of personal property (inventory, furniture, and fixtures of business establishments). The tax rate is the amount levied per \$100 of assessed value, as determined by the State of Maryland Department of Assessments and Taxation (SDAT). The Mayor and Council establish the tax rate each year in order to finance General Fund activities.

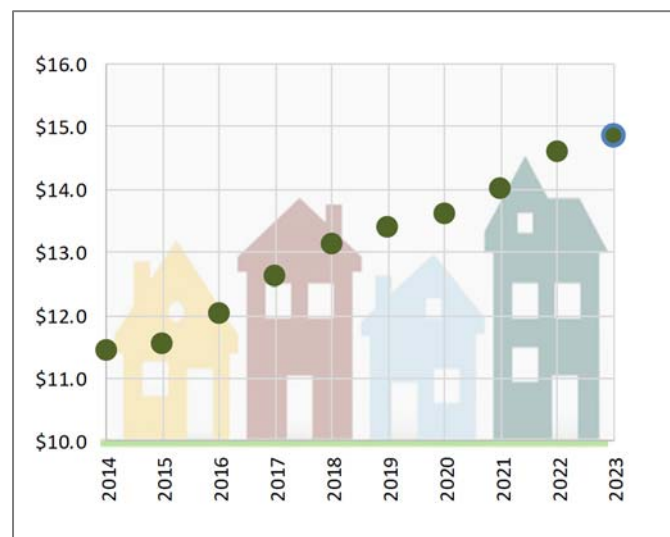
The City of Rockville's real property tax rate remains flat at \$0.292 for every \$100 of assessed value. SDAT reassesses real property every three years and tax bills are based on those assessments. For homeowners, any increase to assessed value is phased in equally over a three-year period, and the resulting increase in the property tax bill is capped at 10 percent. Any decrease is fully factored into the first full levy year after the assessment.

The real taxable assessed value from FY 2022 to FY 2023 increased by approximately 1.8 percent to \$14.8 billion. This will result in an increase in revenues of \$820,000. This assessment included the January 2022 (Group 1) reassessments. The total taxable assessed value is estimated to increase by 2.5 percent each year (including the value of new property).

The FY 2023 through FY 2027 real property tax revenue includes \$400,000 for the city's Homeowners' Tax Credit (HTC) Program. The HTC Program is a State administered program that provides property tax credits to low- and moderate-income residents for taxes due on their principal residence. For FY 2023 and assumed throughout the forecast, households with gross incomes up to \$91,000 per year and a household net worth of less than \$200,000 (not including the value of the home and qualified retirement savings) could qualify for tax relief on the first \$495,000 of their home's assessed value. (Note: In FY 2021 SDAT notified the municipal jurisdictions that current State law does not give them the authority to calculate municipal credits, only county credits. As a result, the continuation of this program beyond FY 2023 is unknown at this time.)

In addition to real property, the city's personal property tax rate remains unchanged at \$0.805 cents per \$100 of assessed value. In accordance with Maryland law, the personal property tax only applies to businesses. The city has enacted the following exemptions from personal property tax: (1) 82 percent of the value of commercial inventory; (2) 82 percent of the value of manufacturing or research and development inventory; and (3) 100 percent of the value of manufacturing or research and development machinery. The FY 2023 budget assumes that taxable assessed values will total approximately \$435 million, which equates to an increase of \$240,000 in tax revenue. This estimate aligns with recent activity and assessments from FY 2021 and FY 2022.

History of Real Property Assessed Value
by Fiscal Year (in billions)





From Other Governments

This category of revenue consists of revenues from the federal government, State of Maryland, and Montgomery County. The five main sources of revenue in this category consist of: income tax, tax duplication, admission and amusement tax, highway user revenue, and police protection grant.

- Income tax revenue is the second largest source of revenue in the General Fund. Income tax revenue consists of the city's share of income taxes received by the State of Maryland for returns filed from Rockville residents. Maryland counties can impose an income tax that is separate from the State income tax. In accordance with Maryland law, municipalities receive 17 percent of collected county income taxes. Montgomery County's income tax rate is 3.2 percent.

Starting in FY 2017, total income tax revenue was impacted by the Supreme Court decision on the *Wynne* case. The revenue payback from returns prior to FY 2017 as a result of the *Wynne* case is estimated at approximately \$400,000, spread over 80 quarterly installments starting in FY 2021. This repayment has minimal impact on Rockville's revenues.

The income tax estimate for FY 2023 is estimated at \$16.8 million, 5 percent higher than the FY 2022 adopted budget of \$16 million, but only 1 percent more than the FY 2021 actual of \$16.6 million. This revenue source is challenging to predict because it is based on individual income tax returns each year. Factors such as employment rates, capital gains, and wage growth all contribute to the amount of annual revenue.

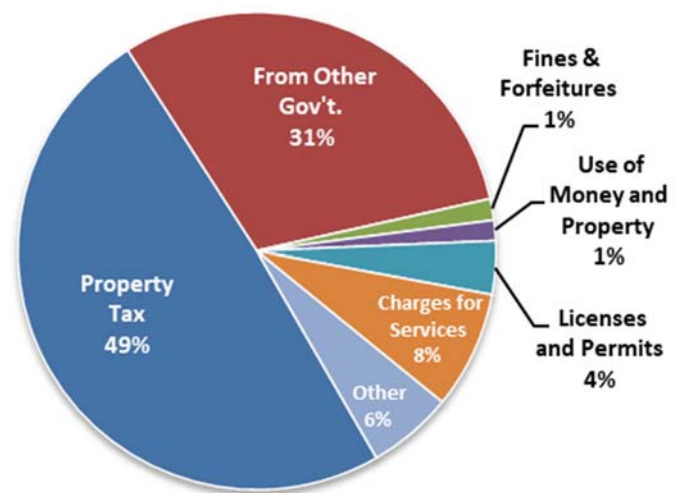
- Tax duplication payments are received from Montgomery County as a partial reimbursement for services the County does not provide but receives taxes from Rockville properties. In March 2022, Montgomery County passed legislation that more accurately acknowledges taxpayer-supported spending by Rockville and other municipalities in Montgomery County.

Rockville's elected officials and staff are pleased with the collaborative process that was undertaken by the Office of the County Executive and the Montgomery County Chapter of the Maryland Municipal League (MML). The County legislation codifies the municipal tax duplication formulas; alters the County Code to allow for reimbursement for Policing services; and sets forth an annual timeline for certifications, notifications, and payments. Through a phased-in approach, full funding of over \$8 million will be achieved by FY 2025. This solution will help Rockville and other municipalities address shortfalls created in previously underfunded years. Additionally, the new tax duplication formulas foster a well-maintained transportation infrastructure network and superior police services, which support city residents and businesses.

FY 2023 revenues are consistent with the passed legislation and equals \$6.6 million, up from \$2.8 million in FY 2022.

- The admissions and amusement tax is a local tax collected by the State of Maryland Comptroller's Office for jurisdictions in Maryland. The tax is imposed on the gross receipts from admissions, the use or rental of recreational or sports equipment, and the sale of merchandise, refreshments, or services at a place where entertainment is provided. Admissions and amusement tax rates are imposed by county and municipal governments at varying rates up to 10 percent of gross receipts from taxable activities. If gross receipts from the

General Fund Revenues by Source





activity are also subject to the sales and use tax, the admissions and amusement tax is limited to 5 percent. The general admission and amusement tax rate for the city is 10 percent.

Rockville receives the largest amount of this revenue from movie theaters, athletic facilities, and ice skating rinks. Revenues from this source have been as high as \$1.4 million before the pandemic hit in FY 2019. Revenues dropped dramatically in FY 2020 and FY 2021 because of the closure and/or limited hours and capacity of many indoor establishments. The city observed a rebounding of admission and amusement tax in FY 2022 and projects revenues of \$1 million for the FY 2023 budget, which approximates the FY 2022 estimates.

- Highway User Revenue (HUR), which is distributed by the State of Maryland based on a methodology that uses lane miles and registrations, peaked in FY 2007 at \$3.3 million. This revenue source supports the construction, reconstruction, and maintenance of the city's roads and streets. For FY 2023, the city is projected to receive a total of \$2.9 million in highway user revenue, which is more than the FY 2022 adopted budget and FY 2021 actuals. This is the latest estimate from the Maryland State Highway Administration.
- Police protection grant revenue, which consists of an annual operating grant from the State of Maryland to the City of Rockville to assist with funding police protection services, equals \$740,000 in FY 2023. This estimate is consistent with past trends and with current information from the State.

General Fund Expenditures

The FY 2023 adopted expenditure budget totals \$93.2 million, an increase of 7.9 percent from the FY 2022 adopted appropriation. Major cost drivers in the city's budget include personnel (61.8 percent), operating and capital outlay (21.4 percent), CIP Transfer (7.5 percent), and Transfers Out to the Debt Service Fund (4.7 percent). Each of the expenditure categories is described in more detail below and on the next few pages.

Personnel

This category of expenditures consists of regular employee wages, temporary employee wages, overtime, and benefits. This category increased by 7.6 percent or \$4.1 million from FY 2022 to FY 2023.

The FY 2023 budget equals \$38.3 million for regular employee wages. The budget includes a 1.5 percent cost of living adjustment, steps or performance based increments for all employees, and the implementation of the results from the latest Compensation and Classification Study. The FY 2023 employee wages budget also includes an additional 12.7 regular FTEs compared to the FY 2022 adopted level.

The FY 2023 budget equals \$3.8 million for temporary employee wages, a significant increase from FY 2022. The majority of the temporary employees are in the Department of Recreation and Parks. The adopted budget assumes that recreation programs and community centers will be back to normal operations; operations were limited in FY 2021 and FY 2022 due to the pandemic. For FY 2023, the City of Rockville will continue to follow Montgomery County's hourly minimum wage rate, which is set to equal \$15.65 on July 1, 2022. This is an increase from the \$15.00 minimum wage in FY 2022.

The overtime budget for FY 2023 equals \$905,510, a 2 percent increase from FY 2022. Approximately 62 percent of overtime is allocated to the Police Department.

General Fund Expenditures by Category

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	% Change from FY22
Personnel	49,247,562	53,591,640	57,653,600	7.6%
Operating	12,515,227	15,465,650	17,440,990	12.8%
Capital Outlay	1,797,328	1,578,050	2,503,590	58.7%
Other	2,371,741	2,580,050	2,902,190	12.5%
Total Oper. Exp.	65,931,858	73,215,390	80,500,370	10.0%
CIP Transfer	7,507,000	7,000,000	7,000,000	0.0%
Transfers Out	6,962,170	6,194,610	5,720,030	-7.7%
Total (\$)	80,401,028	86,410,000	93,220,400	7.9%
Add. to Reserves	1,196,015	70,000	100,000	-
Total (\$)	81,597,043	86,480,000	93,320,400	7.9%



Benefits increased by \$1.1 million or 8.5 percent from FY 2022. City covered benefits for FY 2023 include: disability pay, retirement, health and dental insurance (including post employment benefits), life insurance, allowances, and employee leave buyback. Each benefit is described in more detail:

- Disability pay remained relatively flat at \$64,260. This category will experience reductions over time due to the phasing out of Income Protection Plan (IPP) participants when they reach normal retirement age. In FY 2019, current IPP members were grandfathered into IPP (currently two members are grandfathered), while a new long-term disability program became available for eligible employees.
- The city's retirement program consists of two components: a defined benefit (DB) component and a defined contribution (Thrift) component. Each employee group contributes different amounts toward their retirement, and accordingly earns a different benefit on retirement. Administrative employees and American Federation of State, County and Municipal Employees (AFSCME) are in both the DB and Thrift plans, while Police employees are only in the DB plan. For FY 2023, the city's General Fund contribution to the DB plan equals \$3.9 million (\$4.8 million all funds), which is an increase of 3.9 percent from FY 2022. The FY 2023 and future years' contribution estimates are consistent with the annual report prepared by the city's actuary, which considers factors such as actual experience, market assumptions, and projected compensation increases. After the city contributes the required amount in FY 2023, the funded ratio for the pension plan is projected to equal 84.6 percent.

For the Thrift plan, the city matches employees' contributions with 50 cents for every dollar contributed by the employee; employees can contribute between 1 and 5 percent of their salary. The FY 2023 budget for the city's match increased by 9.1 percent to \$708,070 in the General Fund (\$903,000 all funds). In addition to the matching Thrift plan, chartered employees and at-will employees receive an additional contribution consistent with their contracts. This contribution approximates the FY 2022 balance and is \$247,630 for FY 2023.

- Health insurance increased by 18.4 percent from FY 2022 to FY 2023, to \$4.3 million. The city currently offers several different types of health insurance plans under two providers. Health insurance is available to all regular full- and part-time employees and their eligible dependents, although part-time employees are responsible for a greater percentage of the cost. The forecast assumes an annual increase of 5 percent for health insurance, which is consistent with the city's desire to limit the amount of annual increases by changing providers and/or plan designs. There are 415.8 FTEs (all funds) budgeted to receive health benefits in FY 2023.

In addition to health insurance, the city further subsidizes employees' health costs by contributing \$416 or \$516 per year if they successfully complete a voluntary health assessment.

- Dental insurance remained relatively consistent, at \$128,780 for FY 2023. The city currently offers two different plans under one provider. Dental insurance has remained relatively flat over the years and is expected to remain flat throughout the forecast. There are 423.1 FTEs (all funds) budgeted to receive dental benefits in FY 2023.
- The city provides retirees with healthcare coverage upon retirement at the same premium rates as active employees. The city began prefunding retiree healthcare costs through a Retiree Benefit Trust (Trust) starting in FY 2009. Since that time, the city has made an annual contribution to the Trust. For FY 2023, the city's contribution is \$0 due to the funded ratio of the Trust far exceeding 100 percent per the latest actuarial valuation report.
- The city provides life insurance coverage equal to 1.5 times an employee's base salary (up to a maximum of \$250,000), at no cost to the employee. Employees have the option of purchasing additional supplemental life insurance coverage for themselves, their spouse, and dependent children. Life insurance is expected to increase approximately 7 percent from FY 2022, to \$114,390 for FY 2023.
- Allowances include cell phone, car, and meal and shoe allowances that vary by department. This category of expenses remained relatively flat at \$155,540 for FY 2023. There are 285.4 FTEs (all funds) budgeted to receive allowances in FY 2023.



- The FY 2023 adopted budget includes five days of annual leave buyback, or approximately \$350,000. This benefit, which is available to all regular employees that have a minimum amount of annual leave on the books, allows employees to 'buy back' up to five days of their annual leave. The city has offered this benefit almost every year, ranging from a maximum of three to five days.
- The FY 2023 budget includes a new language stipend program which will provide employees in key public-facing positions with stipends for providing translation and interpretation services to the members of our diverse community. This benefit is budgeted at \$52,500 for FY 2023.

Operating Costs

This category is made up of contractual services and commodities. The overall operating budget increased by 12.8 percent from \$15.5 million to \$17.4 million from FY 2022 to FY 2023. Contractual services increased by 12.9 percent from \$10.1 million in FY 2022 to \$11.5 million in FY 2023. This category is mostly comprised of contracts or special consulting engagements that support planning, technology, parks, facilities, and vehicle leases. The largest increases from FY 2022 to FY 2023 in this category were \$423,700 for software maintenance and subscriptions and \$331,180 for vehicle leases. The software maintenance and subscription increase supports annual maintenance costs for equipment purchased under the I-Net Security Enhancement (GA18) CIP project, a new fleet management system, and a three year contract for employee cybersecurity training.

The overall commodities category increased by 12.5 percent to equal \$6.0 million in FY 2023. This category supports utility costs at city facilities, program and maintenance supplies, new or replacement furniture and equipment, and the General Fund contingency account. Most utilities (electricity, heating fuel, water, sewer, stormwater management) remained relatively flat, while the largest increases in this category were \$129,350 for gasoline and oil, \$262,000 for replacement of body worn and in-car cameras for Police, and \$98,480 for citywide program and maintenance supplies. Also included in this category was an increase from \$310,000 in FY 2022 to \$350,000 in FY 2023 for the General Fund contingency account. The FY 2023 amount complies with the Financial Management Policies, which limits the contingency to a maximum of 1 percent of the General Fund budget or \$933,200 for FY 2023.

Capital Outlay

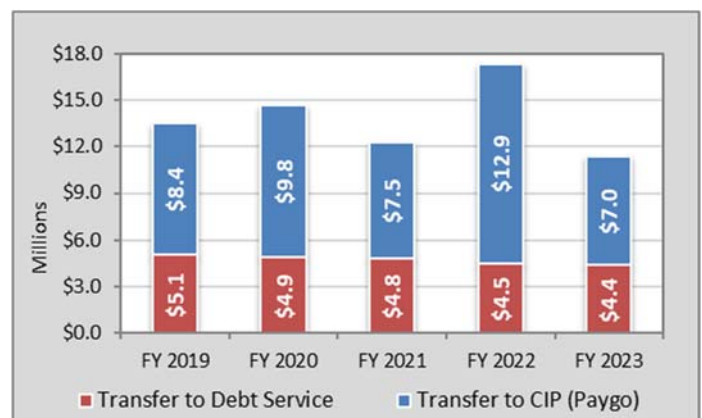
This category increased by \$925,540 from FY 2022 and equals \$2.5 million for FY 2023. The majority of the increase is due to vehicle replacements (see the Supplemental Information for a list of vehicle replacements). In addition to the purchased vehicles, the city leases most of the light duty and Police vehicles under the contractual services category. Due to the city's vehicle lease program that began in FY 2020, this area of expenditures will be reduced over time. For FY 2023 this category also includes \$80,000 for a dog exercise area.

CIP Transfer

The city initiates an annual transfer from the General Fund to the Capital Projects Fund to support the city's Capital Improvements Program (CIP). The CIP is mainly funded from four sources: cash, debt, government grants, and developer contributions. The transfer from the General Fund is the cash or "paygo" contribution. The FY 2023 budget includes a transfer of \$7 million, which equals the FY 2022 adopted transfer (the actual FY 2022 transfer equaled \$12.9 million). The amount of the paygo contribution impacts both the current fiscal year and future years since the Capital Projects Fund is balanced over a five year period. Future paygo transfers equal between \$8.6 million and \$9.9 million per year and are based on the schedule of funded projects as presented in the CIP Projects section. (Note: It is common to transfer additional paygo during the year from the General Fund reserves above the target.)

History of CIP and Debt Service Transfers

(note: FY 2022 Paygo transfer includes FY 2022 budget amendments)





Debt Service Transfer (included in Transfers Out)

The Debt Service Fund transfer equals \$4.4 million in FY 2023, which is slightly less than FY 2022, and will remain between \$3.1 million to \$4.2 million over the next four years based on estimated debt service schedules. There are no taxpayer-supported bond issues scheduled for FY 2023, but the forecast assumes new bond issues starting in FY 2024. This annual transfer is needed to pay down the taxpayer-supported debt that is used to finance general taxpayer-supported capital projects. The Debt Service Fund is managed over a five year period, with the goal of maintaining a cash balance of at least 10 percent of the average annual outstanding principal payment each year.

Expenditures by Department

The General Fund Expenditures by Department table shows total department budgets with percent changes from adopted FY 2022 to adopted FY 2023. The departments with the largest changes (above 5 percent) include the Mayor and Council, City Attorney, City Manager, Community Planning and Development Services, Information Technology, Public Works, and Recreation and Parks. For most of these departments, the change in the total budget was due to the addition of new positions. The FY 2023 General Fund budget includes a net 12.7 regular FTEs over the FY 2022 adopted budget. The 13.7 FTE new position counts are as follows: 0.5 FTE in the Department of the Mayor and Council, 4.5 FTEs in the City Manager's Office, 2.0 FTEs in Community Planning and Development Services, 1.0 FTE in Information Technology, 1.5 FTEs in Police, 1.0 FTE in Public Works, and 3.2 FTEs in Recreation and Parks. There is 1.0 FTE which has been frozen in Information Technology.

Position summary tables, including values of positions, are included in the Supplemental Information section of this document. In addition to the positions, the following operating budget enhancements (>\$20,000) were added for FY 2023:

- City Manager – increase for REDI's operational costs, tourism promotion, commercial district expansion project, and business incentives program (\$182,870)
- Community Planning and Development Services – Increase in Peerless Rockville grant (\$55,500)
- Community Planning and Development Services – consultant assistance with updates to the Zoning Ordinance (\$300,000)
- Housing and Community Development – increase in caregiver grants (\$99,200)
- Information Technology – employee cybersecurity training software (\$46,700)
- Police – replacement body worn and in-car cameras (\$262,000)
- Public Works – fleet management system software (\$40,140 General Fund and \$54,350 all funds)
- Public Works – pilot composting program (\$23,500)
- Public Works – oil and gasoline increases in response to market conditions (\$129,150)
- Recreation and Parks – increase in VisArts grant (\$30,730)
- Recreation and Parks – minimum wage increases and scale compression in Recreation and Parks (\$211,550)
- Recreation and Parks – funding for a dog exercise area (\$80,000)
- Recreation and Parks – General Fund subsidy for the Eat Fresh program (\$30,000)
- Non-Departmental – funding for a new employee language stipend program (\$52,500)

General Fund Expenditures by Department

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	% Change from FY22
Mayor & Council	783,167	869,090	990,630	14.0%
City Attorney	1,293,757	1,389,860	1,464,900	5.4%
City Manager	5,118,370	5,908,430	6,463,170	9.4%
CPDS	5,459,498	6,119,430	6,834,920	11.7%
Finance	2,347,617	2,280,030	2,393,510	5.0%
HCD	2,352,577	2,781,050	2,871,940	3.3%
HR	1,970,142	1,975,490	2,034,940	3.0%
IT	4,622,711	5,166,680	5,455,270	5.6%
Police	11,084,015	11,902,710	12,483,540	4.9%
Public Works	8,267,107	8,764,820	10,827,000	23.5%
Rec. & Parks	20,219,921	23,335,040	25,711,350	10.2%
Non-Depart.	16,882,146	15,917,370	15,689,230	-1.4%
Total (\$)	80,401,028	86,410,000	93,220,400	7.9%

For more details on the "Significant Changes from FY 2022 to FY 2023" budgets, please refer to the individual department pages under the "Operating Departments" section of this document.



Enterprise Funds

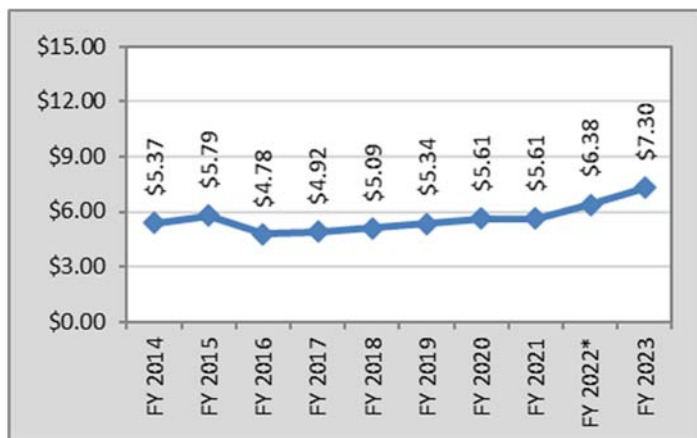
The Water, Sewer, Refuse, Stormwater Management, and Parking funds make up 32.1 percent or \$47.8 million of the FY 2023 appropriated budget. These funds support major city operations and capital improvements and infrastructure, and operate like private businesses, where fees and charges are set to fully cover total direct and indirect operating costs and all capital outlay and debt service. The city sets the rates for these utilities based on cash flow models that target specific cash levels after a certain period. For additional details (including revenue and expense details and compliance with Financial Management Policies) and information on the other city funds, please refer to the Financial Summaries section.

Water Fund

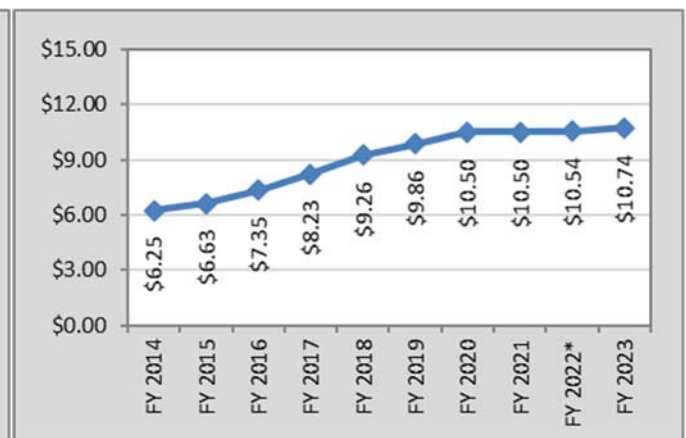
The city provides water service to 70 percent of the city, or approximately 13,000 accounts. All Rockville customers pay a usage charge and a fixed ready-to-serve charge. The fixed ready-to-serve charge is necessary in order to support a system with significant fixed costs. The water rate structure starting in calendar year 2022 is based on property classification, namely single family, multi-family, and non-residential. This structure more equitably generates revenues based on the cost of providing service to the users of that service. The Mayor and Council approved the new rates and rate structures in November 2021.

The rates shown in the water chart below represent the usage charge per 1,000 gallons, assuming an average usage of 14,000 gallons per quarter. Rockville also imposes a ready-to-serve charge that equals \$21.64 per single family property per quarter.

History of Water Usage Charges per 1,000 Gallons
(based on usage of 14,000 gallons per quarter)



History of Sewer Charges per 1,000 Gallons



* The FY 2022 rate structure changed mid-year. The FY 2022 rates in the charts represent an equal combination of the rates and rate structures from the first half and the second half of the fiscal year.

Sewer Fund

The Sewer Fund accounts for the financial activity associated with the collection and delivery of sewage for treatment and disposal. Charges are based on water consumption. Nearly all the capital costs in the Sewer Fund, and a substantial portion of the operating costs, are payments for the operation of and capital improvements to the District of Columbia Water and Sewer Authority's Blue Plains Wastewater Treatment Plant. The city's share of Blue Plains' capital improvements is proportionate to the city's allocation of treatment capacity. The Blue Plains Wastewater Treatment (UA21) CIP project contains additional information about the city's capital costs for sewage treatment.

The city provides sewer service to 70 percent of the city, or approximately 13,000 accounts. All Rockville customers pay a usage charge and a fixed ready-to-serve charge. The fixed ready-to-serve charge is necessary in order to support a system with significant fixed costs. The sewer rate structure starting in calendar year 2022 is based on property classification, namely single family, multi-family, and non-residential. This structure more equitably generates revenues based on the cost of providing service to the users of that service.



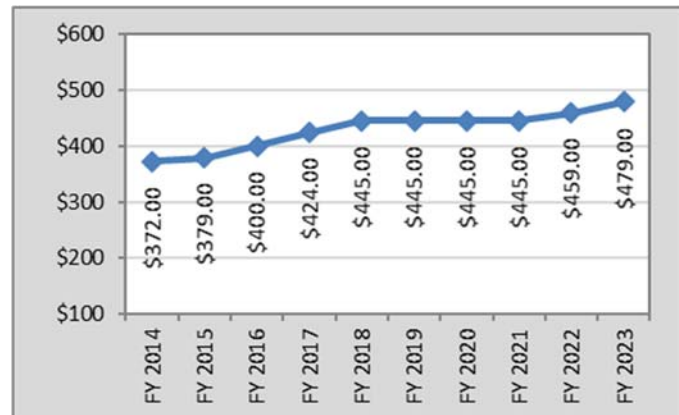
The rates shown in the chart above represent the usage charge per 1,000 gallons. Rockville also imposes a ready-to-serve charge that equals \$17.34 per single family property per quarter. A complete listing of the water and sewer rates for FY 2023 can be found in the Supplemental Information section of this budget document and on the city's website.

Refuse Fund

The Refuse Fund accounts for the financial activity associated with the collection and disposal of residential recycling, refuse, and yard waste. The city currently operates a semi-automated once per week refuse pickup and a single stream recycling program. All residential properties in the city are set to pay the annual rate of \$479 for FY 2023. The adopted rate represents an increase of 4.4 percent or \$20 over the FY 2022 adopted rate.

There is \$533,345 appropriated in the CIP for the installation of a new recycling transfer enclosure at the Gude Drive Maintenance Facility. This enclosure will allow city trucks to transfer recycling to trailers for haul-off. This enclosure moves the transfer work under cover, provides fire suppression, stops windblown material on the maintenance yard and surrounding properties, and expands recycling program efficiency. This project was originally supported by the Refuse Fund, but the Mayor and Council decided to allocate a portion of the American Rescue Plan Act (ARPA) funds to this project in order to mitigate refuse and recycling rate increases. The scope of the project remains the same.

History of Annual Refuse Rates



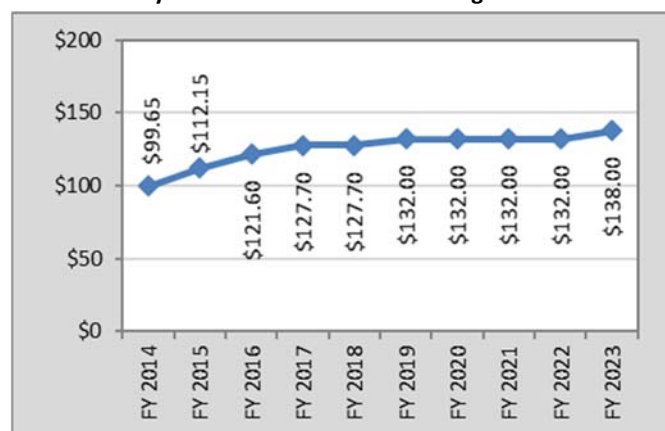
Stormwater Management Fund

The Stormwater Management (SWM) Fund accounts for the financial activity associated with maintaining existing SWM facilities and the construction of new facilities. For FY 2023, all residential and commercial properties in the city are set to pay \$138.00 per equivalent residential unit (ERU) per year, which is \$6 more than the FY 2022 adopted rate. This increase comes after four years of a flat rate.

One major factor that is influencing the city's stormwater management program is the city's compliance with the Maryland Department of the Environment's National Pollution Discharge and Elimination System (NPDES) general permit for Phase II Municipal Separate Storm Sewer System (MS4) communities. Future operating and capital budgets are consistent with the requirements of this permit.

In order for the Stormwater Management Fund to remain in compliance with the current Financial Management Policies, the forecast assumes increases of approximately 5 percent each year starting in FY 2024. Further analysis will be done in future years to see if a lower rate is fiscally sustainable given changing market conditions and changing program requirements.

History of Annual Stormwater Management Fee





Parking Fund

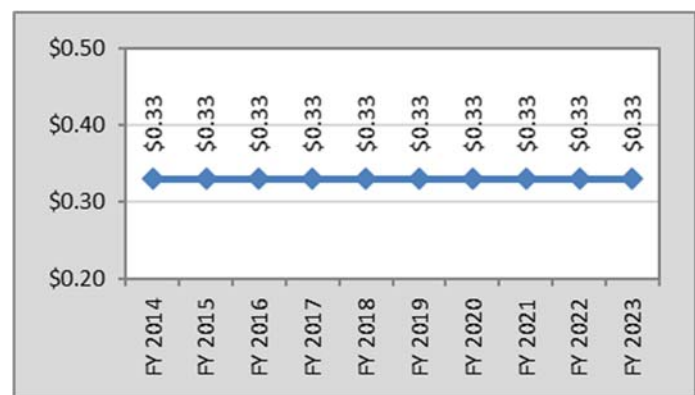
The Parking Fund accounts for the revenue and expenses from parking related activities, including the issuance of parking tickets, the parking meter program, and the costs associated with the building of the three public parking garages in the city's Town Center.

The FY 2023 budget for the Parking Fund continues the leasing of the Town Square parking garage operations to Federal Realty Investment Trust (FRIT), the commercial developer of Town Square. The city entered an agreement in FY 2012 that enables FRIT to manage, operate, and re-equip the garages under a long-term lease, which is estimated to save taxpayers millions of dollars. Under the agreement, FRIT is responsible for setting the rates both for hourly and monthly parking in the garages and for all capital improvements and renovations during the term of the lease.

A special district tax levy partially funds the Parking Fund. The Parking District tax rate remains unchanged at \$0.33 per \$100 of assessed valuation for FY 2023. The District, which is comprised of FRIT's commercial properties within the Town Square boundaries, pays this tax in addition to their regular property tax. The District will generate approximately \$124,000 in special property tax revenue for FY 2023. The tax revenue has decreased over time due to the reduction in the property assessed values of the commercial space in the Town Square.

In calendar year 2021, the Mayor and Council adopted increases in various parking citations and permits in order to bring Rockville's rates in alignment with surrounding jurisdictions. The new citation and fee schedules will likely generate additional revenues in FY 2023 and in future years. Staff remains concerned about the financial pressures in the Parking Fund due to the changes in parking behaviors because of the pandemic.

History of Parking District Tax Rate



The adopted FY 2022 budget included \$172,240 to upgrade the outdated parking meters to more modern meters (the upgrade started in FY 2022 and will be completed in FY 2023). The new meters will allow for more efficient parking operations and an increase in revenue due to automated rate setting and parking space turnover. A realized increase in parking meter revenues could potentially reduce future year General Fund transfer amounts. The FY 2023 budget includes a transfer from the General Fund to the Parking Fund of \$1.1 million. It is anticipated that a General Fund transfer will be needed until the debt is repaid in FY 2036. The FY 2021 General Fund transfer equaled \$1.95 million; this higher level of transfer was needed to help offset the loss of parking revenues due to the change in behaviors as a result of the pandemic.

Capital Improvements Program (CIP)

The FY 2023 adopted CIP budget includes new appropriations of \$26.6 million to address the priorities of the Mayor and Council and residents of Rockville. This new funding combined with prior year carryover funding of \$60.6 million, supports a total of 47 capital projects in FY 2023. There are eleven new projects presented in the FY 2023 through FY 2027 capital budget, which are listed here along with a basic description (note: not all new projects are funded or are scheduled for FY 2023). More information, including the total budget and timeline, can be found on the individual project sheets in the CIP Projects section of this document.

- **Civic Center Park Sidewalk Improvements (RA23)** – This project funds the design and construction of a sidewalk from Edmonston Drive to connect to the existing sidewalk to the F. Scott Fitzgerald Theatre and Glenview Mansion. This project received ARPA funding during FY 2022 and includes FY 2024 funding.
- **King Farm Farmstead - Electric Infrastructure (RB23)** – This project funds the design and construction of electric infrastructure services from Pepco to the buildings within the park. This does not include wiring inside the actual buildings. This project was added during FY 2022 and was fully funded with ARPA funds.



- **King Farm Farmstead - Garage #2 and Tenant Buildings #6 and #7 (RC23)** – This project funds the design and construction to stabilize and rehabilitate the garage (#2) and tenant buildings (#6 and #7) at the King Farm Farmstead Park. This project will create a weathertight building shell, but the buildings will not be ready for occupancy, nor will they be fit out for any specific use. This project is unfunded in FY 2025 and FY 2026.
- **Pedestrian Bridge Replacement: Woottons Mill Park (RD23)** – This project funds the design and construction of a replacement of a steel truss pedestrian bridge at Woottons Mill Park, crossing a Watts Branch tributary. The bridge was identified for replacement through the city's Bridge Inspection Program completed by a third party engineering firm. This project is funded in FY 2026 and FY 2027.
- **RedGate Park Master Plan Implementation (RE23)** – This project funds design and construction of the infrastructure and amenities within the park based on the outcome of the master planning process. This project is completely unfunded. Upon RedGate Park Master Planning report approval by the Mayor and Council, staff will prepare a funding recommendation for this project. Funding for implementation will depend on the Mayor and Council's direction on the amenities, size, scope, and phasing of the project.
- **Scott-Veirs Drive Shared-Use Path (TA23)** – This project designs and constructs a 1.2-mile shared-use path along Scott Drive and Veirs Drive, between Glen Mill Road and Wootton Parkway, connecting the City of Rockville with the North Potomac area of Montgomery County. This project is unfunded.
- **Flood Resiliency Master Plan (SA23)** – This project funds the development of a Flood Resiliency Master Plan. The plan will evaluate current system capacity and flood impacts; identify flood hazard areas; forecast potential impacts; develop a stakeholder-informed project prioritization tool based on risk tolerance; develop feasibility level designs; and recommend high-priority projects. In conjunction with this project the operating budget includes a Flood Mitigation Assistance Pilot Program to provide direct payments to property owners as well as outreach and education on floodproofing and flood insurance. This project is partially funded in FY 2023. The unfunded portion in FY 2026 represents a rough estimate for high-priority projects recommended by the plan. Actual funding needs for those projects will not be known until the plan is complete.
- **Storm Drain Analysis and Spot Repair: Potomac Woods (SB23)** – This project inspects and analyzes storm drain infrastructure; designs and constructs storm drain improvements to alleviate possible capacity restrictions; repairs the Stratton Drive stormwater outfall; dredges the SWM Facility; and addresses a failed gabion endwall within Potomac Woods Park. Recent short duration, high intensity storms, such as the remnants of Hurricane Ida, resulted in private property damage within the Potomac Woods neighborhood and increased stream bank erosion within the park, demonstrating the need for this project. This project is funded in FY 2023 through FY 2026.
- **SCADA Cybersecurity (UA23)** – This project implements defense-in-depth cybersecurity network protection tools for the System Control and Data Acquisition (SCADA) system from internal and external threats. SCADA refers to a system that collects data from various sensors at the WTP, water, and wastewater systems, which is then sent to a central location to coordinate, manage, and control the systems. This project was added during FY 2022 and was fully funded with ARPA funds.
- **Water Treatment Plant Sludge Dewatering Replacement (UB23)** – This project designs and constructs replacement of the sludge dewatering equipment at the Water Treatment Plant. The current filter press dewateres sludge from the treatment process, separating the liquids that are re-treated and the solids that are disposed of off-site. Dewatering the sludge is more cost effective and environmentally sustainable than hauling liquids. The existing filter press and associated components are more than 25 years old and have reached the end of their useful life. This project is funded in FY 2023 through FY 2026.
- **Electric Vehicle Infrastructure (GA23)** – This project plans, procures, designs, permits, and installs a phased approach to electric vehicle (EV) charging infrastructure on city property and possibly rights-of-way adjacent to city facilities, to serve the city fleet, and potentially employees and the community. The project includes tools and



equipment to maintain the electric vehicle fleet. Phase I is electrification of light duty fleet in FY 2023 per the fleet replacements. Phase II is electrification of heavy duty fleet in FY 2025. In conjunction with this project, a community EV readiness plan was funded during FY 2022 and will be completed in FY 2023. This project is funded in FY 2023 through FY 2026.

The CIP budget is funded by various sources, including paygo and proceeds from the issuance of general obligation bonds. For FY 2023, staff will issue new general obligation bonds to support some of the Water and Sewer Fund CIP projects. Additional Water, Sewer, Stormwater Management, and taxpayer supported bonds will be issued in future years. Each year staff re-evaluates the need for issuing bonds with the goal of reducing the reliance on borrowing and increasing the reliance on ongoing resources or paygo support from the General Fund and the enterprise funds. More information on the future bond issues can be found in the Financial Summaries section.

In addition to the capital funding needed to complete a CIP project, many projects require ongoing funding to operate or maintain the completed project. Ongoing operating cost impacts must be considered when determining if and when to include a particular project in the CIP. For FY 2023, a total of \$517,150 was added to the operating budget as a result of eleven current projects. More details on the operating cost impacts by project are available on the individual CIP project sheets and summarized in the CIP Overview section.



The Budget Process

General – The Rockville City Charter requires the City Manager to submit a budget to the Mayor and Council at least two months before the beginning of each fiscal year. In addition to the operating budget, the City Manager also presents a five year capital improvements program (CIP) for the Mayor and Council’s consideration. The Mayor and Council schedule and publish advance notices of public hearings. The budget is approved in the form of an appropriations ordinance.

Budget Amendments – The Mayor and Council give the City Manager the authority to transfer budgeted amounts between departments within any fund during the fiscal year. The Mayor and Council reserve approval, however, for budget transfers or other actions that change the total fund appropriations. These changes may only be made with a formal amendment to the budget ordinance. The city amends the budget throughout the fiscal year as needed, usually three to four times. Budget ordinance amendments apply to the operating and CIP budgets. Generally, if expenditure authority is added to a fund, it must be accompanied by an offsetting revenue source. In some cases, the city has appropriated reserves or fund balance to fund capital or other one-time needs during the year.

FY 2023 Budget Process – In September 2021, Budget staff conducted an internal review of each department’s base operating budget using a current services model that restored some of the reductions made in FY 2021 and FY 2022 due to the COVID-19 pandemic. Budget staff and the City Manager established internal budget targets and distributed worksheets to each department. The Mayor and Council held the first budget public hearing in October to get early feedback from the community on their budget priorities for FY 2023.

In October and December 2021, the Mayor and Council discussed the FY 2023 budget process, budget calendar, and their budget priorities that were submitted via a budget survey. During this same time, staff published an online form for members of the public to submit their own budget ideas, with a focus on their top priorities. On January 1, 2022, a new utility rate structure went into effect. This new rate structure was a result of over a year of study and analysis on the cost of service by property classification.

Internally, during the months of October and November, departments prepared their budget requests for the City Manager’s consideration. In January 2022, the City Manager held budget meetings with the Budget Office and members of his management team to discuss budget requests and city priorities for the fiscal year. During January and early February, Budget staff assembled the City Manager’s funding recommendations into his proposed FY 2023 Operating Budget and CIP.

The proposed budget document was presented to the Mayor and Council on February 28, 2022, along with the proposed budget ordinances and resolutions. The Mayor and Council held two additional public hearings in March and April to solicit stakeholder responses to the budget. The Mayor and Council also conducted four budget worksessions between March and May to discuss and finalize their priorities prior to adoption. On May 9, 2022, the Mayor and Council adopted the budget ordinances and resolutions that set funding levels, tax rates, and the utility rates for FY 2023.

In addition to the process as outlined above, in July 2021, the City Manager’s Office solicited requests from neighborhood and homeowner associations for CIP projects. These requests are summarized in the Supplemental Information section. Also for FY 2023, the city continued the process of prioritizing CIP projects supported by the Capital Projects Fund. The City Manager used the prioritization findings to assist in determining his recommended funding levels for the projects in the FY 2023 – FY 2027 CIP budget. The prioritization process is described in the CIP Overview section.

The diagram on the next page represents the budget process as a flowchart with “swim lanes.” This visual graphic illustrates the sequence and timing of activities in the city’s budget process, in addition to the person or people responsible for completing them. The timing of the budget process is represented on the vertical “y” axis and the groups and individuals with prominent roles in the budget process are represented on the horizontal “x” axis. This diagram allows readers to quickly visualize both the timing of certain processes, and the group or individual responsible for acting on them. The input and analysis from all these groups are critical to the creation of a high-quality, transparent, and representative budget.



FY 2023 Budget Process, September 2021 - July 2022					
	Department of Finance	Other City Departments	City Manager	Mayor and Council	Rockville Residents and Stakeholders
SEPT	Preparation for internal Budget Kickoff				Neighborhood, homeowner, and community association capital budget requests due (9/17)
OCT	FY 2023 Budget Kickoff for Staff (10/6)				
	Departments develop FY 2023 operating and capital budget requests			FY 2023 Budget Surveys and Calendar (10/25)	Budget Public Hearing (10/25)
NOV				M&C Survey distributed 10/27 and due 11/17	Online form available for Public Comment (11/1)
DEC	Review and analyze all budget requests; Manage internal CIP prioritization process	Participate in internal CIP prioritization process		FY 2023 Budget Worksession to include M&C Survey responses and priorities discussion (12/13)	
JAN	City Manager and Finance staff review all budget information and budget requests with City departments				New Water/Sewer Rate Structure Effective (1/1)
	Preparation of FY 2023 Proposed Budget Book		City Manager makes funding recommendations		
FEB			Presentation of proposed FY 2023 tax rates, appropriation levels, and utility rate resolutions and ordinances (2/28)	Introduction of FY 2023 tax rates, appropriation levels, and utility rate resolutions and ordinances (2/28)	
	Distribution of Proposed Budget Book (2/18)				
MAR	Preparation of FY 2023 budget information, including Mayor and Council follow-up information for worksessions, appropriation levels and tax rates, and utility rate resolutions and ordinances			Budget Worksession (3/21)	Budget Public Hearings (3/7 and 3/21) FAB Comments on the Budget (3/21)
APR				Budget Worksession (4/18) Budget Worksession (4/25)	Budget Public Hearing (4/4) Close of Budget Public Record (4/15)
MAY	Preparation of FY 2023 Adopted Budget Book		Presentation of final FY 2023 tax rates, appropriation levels, and utility rate resolutions and ordinances (5/9)	Final Budget Direction (5/2) Adoption of FY 2023 tax rates, appropriation levels, and utility rate resolutions and ordinances (5/9)	
JUNE					
JULY	Implementation of FY 2023 utility and tax rates				



Changes Between Proposed and Adopted Budgets

Operating – The City Manager's proposed budget serves as a starting point for the Mayor and Council and residents to discuss the city's priorities and funding allocations for the upcoming fiscal year. Many changes are discussed at the public budget worksessions and occur between the proposed and adopted budgets in March and April of each year prior to adoption in May. All changes between the FY 2023 proposed and adopted budgets are detailed below by fund and department.

General Fund

Total Proposed Expenditures	\$93,050,000
Mayor and Council	
Personnel updates	3,730
Add facility rental cost for Sister Cities	7,500
City Attorney	
Personnel updates	(8,540)
City Manager's Office	
Personnel updates	(47,960)
Increase Grants Manager from 0.5 to 1.0 FTE	52,770
Change Buyer to Principal Buyer	26,500
Change Asst. City Mgr. to Sr. Projects Mgr.	(16,170)
CPDS	
Personnel updates	(110,910)
Finance	
Personnel updates	51,650
Increase property tax administration	2,750
Housing and Community Development	
Personnel updates	16,550
Increase caregiver agency funding	60,000
Human Resources	
Personnel updates	(8,550)
Information Technology	
Personnel updates	43,740
Freeze/unfund 1.0 FTE App. Developer	(126,500)
Increase software maintenance	120
Police	
Personnel updates	(106,350)
Increase MEMA grant funding	900

Public Works	
Personnel updates	74,950
Remove MGO funding (asset management)	(20,000)
Add composting program	23,500
Fuel cost updates	64,330
Recreation and Parks	
Personnel updates	(5,030)
Add 1.0 FTE Senior Ctr. Program Specialist	88,740
Align minimum wage figure with County	(25,780)
Reduce Senior temp funds due to new FTE	(9,290)
Increase contract transportation services	33,250
Add contract increase at Senior Center	2,000
Add dog exercise area	80,000
Non-Departmental	
Add language stipend program	52,500
Reduce leave buyback program	(30,000)
Total Adopted Expenditures	\$93,220,400
Total Proposed Revenues	
\$93,050,000	
Police	
Increase MEMA grant revenue	900
Recreation and Parks	
Increase Senior Fitness program revenue	42,000
Add facility rental revenue for Sister Cities	7,500
Non-Departmental	
Increase Admissions & Amusement revenue	160,000
Increase Highway User revenue	60,000
Total Adopted Revenues	\$93,320,400



Water Fund

Total Proposed Expenses	\$13,219,910
Finance	
Personnel updates	(6,860)
Public Works	
Personnel updates	2,050
Remove MGO funding (asset management)	(7,500)
Total Adopted Expenses	\$13,207,600
Total Proposed Revenues	\$14,309,800
Non-Departmental	
Revenue adjustment for billing change	(50,000)
Total Adopted Revenues	\$14,259,800

Sewer Fund

Total Proposed Expenses	\$14,672,630
Public Works	
Personnel updates	(76,770)
Remove MGO funding (asset management)	(7,500)
Total Adopted Expenses	\$14,588,360
Total Proposed Revenues	\$16,342,000
Non-Departmental	
Revenue adjustment for billing change	(50,000)
Total Adopted Revenues	\$16,292,000

Refuse Fund

Total Proposed Expenses	\$8,416,790
Public Works	
Personnel updates	1,220
Remove MGO funding (asset management)	(7,500)
Fuel cost updates	40,000
Total Adopted Expenses	\$8,450,510

Stormwater Management Fund

Total Proposed Expenses	\$6,347,220
Public Works	
Personnel updates	12,930
Remove MGO funding (asset management)	(7,500)
Total Adopted Expenses	\$6,352,650

Parking Fund

Total Proposed Expenses	\$1,426,550
Police	
Personnel updates	(6,670)
Total Adopted Expenses	\$1,419,880

Speed Camera Fund

Total Proposed Expenditures	\$993,280
Police	
Personnel updates	30
Total Adopted Expenditures	\$993,310



Capital Improvements Program – The proposed CIP serves as a starting point for the Mayor and Council and residents to discuss and debate the city's priorities and funding allocations for projects. Significant changes that have occurred since the proposed budget was presented to the Mayor and Council in February 2022 are detailed below by project.

Recreation and Parks Program Area

- Civic Center Park Sidewalk Improvements (RA23) – This project received ARPA funds for design on the May 2022 budget amendment, advancing design from FY 2024 to prior year funding with a planned start of FY 2023. As a result construction funding was moved from FY 2025 to FY 2024.
- F. Scott Fitzgerald Theatre ADA Improvements (RA20) – The city was awarded State bond bill funding for this project after the proposed budget was presented, increasing the project total by \$250,000 to \$1.3 million.

Transportation Program Area

- Asphalt Repair & Replacement (TA21) – This project total increased by \$220,000 due to a transfer from another project to fund work along Washington St. and E. Middle Ln.
- Bridge Rehabilitation (TB21) – Prior year funding decreased by \$100,000 due to savings within this project.
- Hurley Avenue Bridge Replacement (TE16) – This project received an additional \$870,000 supported by supplemental tax duplication revenues during FY 2022 to support the city's share of the cost to replace, as opposed to rehabilitate, this bridge. The proposed budget included an unfunded total representing the gap between the city's portion of the project and the expected total cost, but that amount has been removed due to the high degree of confidence in federal support for this project, which will be paid directly to SHA.
- Pedestrian and Bicycle Safety (TD21) – This project received an additional \$200,000 supported by supplemental tax duplication revenues during FY 2022 to address Vision Zero action items.
- Sidewalks (TE21) – This project received an additional \$600,000 supported by supplemental tax duplication revenues during FY 2022 to address high priority sidewalk gap segments. In addition to this increase, this project received a transfer from the prior five-year project of \$59,398 to complete work that was started under that project. The prior five-year project will be closed on June 30, 2022.
- Stonestreet Corridor Improvements (TA20) – This project received \$550,000 in ARPA funds to cover a portion of Phase I construction, which was previously unfunded. The city will continue to pursue grant funding to cover the remainder of the cost.
- Town Center Road Diet (TB22) – This project received the \$634,000 planned for FY 2023 through the May 2022 budget amendment, moving those funds from FY 2023 to Prior.
- Twinbrook Pedestrian/Bicycle Bridge (TC22) – This project received \$350,000 supported by supplemental tax duplication revenues during FY 2022 to fund full design of this project, which was previously unfunded.

Stormwater Management Program Area

- Stream Restoration Anderson Park/Plymouth Woods HOA (SA18) – The proposed budget showed a portion of this project as unfunded, but since that time SHA has reestablished their commitment as a partner responsible for the work on the Plymouth Woods HOA property, and those funds have been restored.

Utilities Program Area

- Water Treatment Plant Electrical, Roof, and HVAC Upgrades (UA17) – This project increased by a total of \$533,000 due to transfers from other projects totaling \$400,000 to provide additional construction contingency, and a budget amendment for \$133,000 to move security work from the operating budget into this project for better coordination.

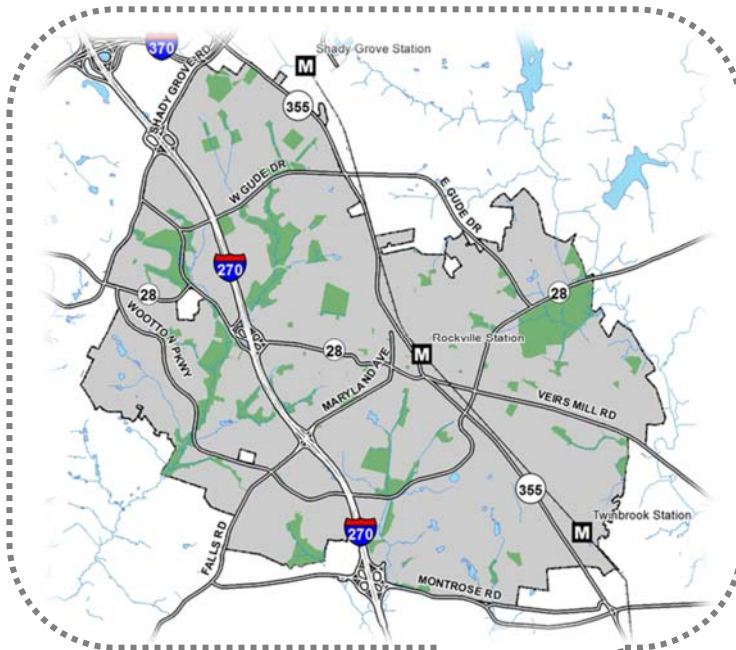
General Government Program Area

- Maintenance and Emergency Operations Facility Improvements (GD19) – This project received \$900,000 in ARPA funds to cover a portion of increased costs and scope.

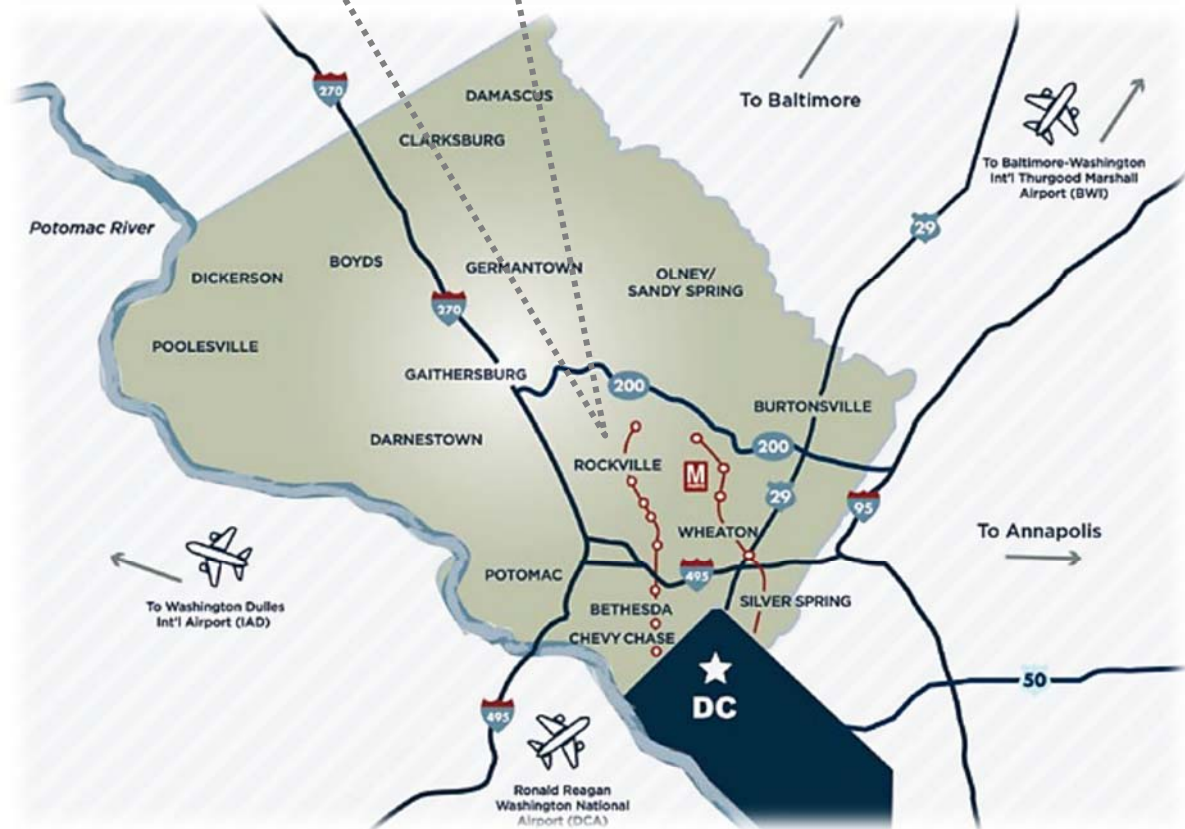


Rockville Community Profile

Location of the City of Rockville



Rockville is a 13.5 square mile city of approximately 73,000 residents located in south central Montgomery County, Maryland, approximately twelve miles northwest of Washington, DC, and 35 miles southwest of Baltimore. Rockville is bisected from the north by Interstate 270 and from the east by Maryland Route 28. Rockville enjoys rail service from MARC, in addition to two stations on the DC Metro Red Line—Twinbrook and Rockville—plus the Shady Grove station just north of the city. A large portion of the I-270 Technology Corridor's BioTech Industry Cluster is located in the city.



Map courtesy of visitmontgomery.com



History of Rockville

Rockville is one of Maryland's oldest towns, with its origins dating back to colonial America. Originally home to Native Americans including the Seneca and the Susquehannock tribes, the first American settlement in the area that would become Rockville was an inn and tavern called Owen's Ordinary, which was established around 1750. At that time, the Rockville area had very little development and functioned mainly as a crossroad and waypoint between Frederick and Georgetown.

In 1776, in addition to ratifying the Declaration of Independence, the Maryland Constitutional Convention created Montgomery County from the southern portion of historic Frederick County and the half dozen buildings located along the road from Georgetown to Frederick were selected as the new County seat. Hungerford's Tavern— an establishment known for the 1774 Hungerford Resolves, a series of protestations of British rule and arguments for ending trade with England that were intended to influence the 1774 Continental Congress— was selected to serve as the County's first courthouse and jail. The new Montgomery County included the southern portion of the historic road from Frederick to Georgetown, which served as the County's port city.

In 1784, local landowner William P. Williams subdivided 45 acres of his land into building lots and began referring to the settlement as "Williamsburgh"—within 15 years, structures would be built on 38 of the 45 lots and early Rockville began to resemble a town. In 1788, having outgrown its facility in a converted house, Montgomery County built its first designed courthouse on the corner of Maryland and Montgomery Avenues. This structure would be torn down and rebuilt twice, first in 1840 and again in 1890, resulting in the red brick building that exists today—causing people to begin to refer to the town as "Montgomery County Courthouse."

In 1791, the Maryland General Assembly complied with the terms of the Compromise of 1790 and ceded 36 square miles of Montgomery County to the federal government to be used for the establishment of the District of Columbia, resulting in the County's loss of Georgetown and its port. In 1801, the Assembly noted that the town around the courthouse—whether "Williamsburgh" or "Montgomery County Courthouse"—had not been formally recorded. They directed that the town's lots were to be resurveyed and the resulting town would to be called Rockville, after Rock Creek. This "new" town was officially recorded in 1803 with a population of 200 residents. Though still very rural, Rockville was becoming the commercial center of Montgomery County.

As the nineteenth century progressed, Rockville continued to grow in population, rising to 365 residents at the time of the town's formal incorporation in 1860, on the eve of the Civil War. Rockville saw action during the War: in 1861, 10,000 Union troops camped at the Fairgrounds (what is now Richard Montgomery High School) and in 1862 the historic Courthouse was used as a field hospital following the gruesome Battle of Antietam. Confederate Cavalry General J.E.B. Stuart and his many troops briefly occupied Rockville in 1863, on their journey to Gettysburg. Following the War, life in Rockville largely returned to pre-War rhythms— until the opening of rail service in 1873. B&O Railroad train access opened Rockville up to tony Washingtonians, who quickly built summer cottages as well as permanent residences in Rockville, as farmland was subdivided for residential growth.

The turn of the twentieth century brought profound changes to Rockville. What had been a rural trading post and courthouse experienced an influx of city people and modernity. Amenities in Rockville greatly improved as electricity, telephones, indoor bathrooms, a sewage system, trolley cars, a town park, and street trees were all installed for the first time. The population of Rockville grew to approximately 1,500 residents in the early 1930s.

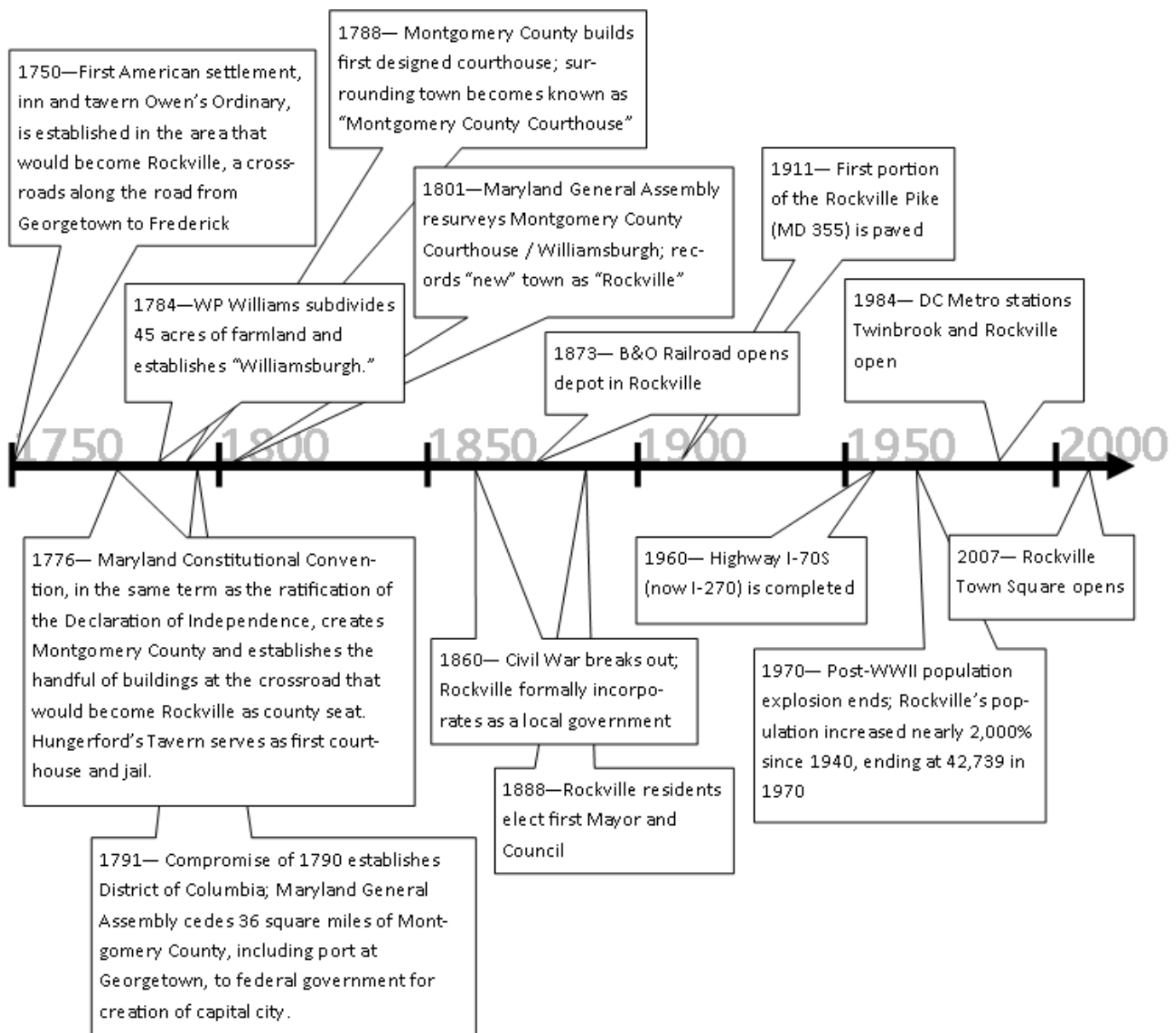
Following the end of World War II up through the Census in 1970, Rockville experienced a population explosion unlike any in its history. From 2,047 residents in 1940, the city grew to 6,934 in 1950, 26,090 in 1960, 42,739 in



1970—a 1,947% increase in 30 years. This population and building boom changed the character of Rockville substantially, and the city came to resemble its current iteration as a vibrant suburb in the greater Washington DC metro area. Population growth slowed through the end of the millennium, but jumped again from 2000 to 2010, up to the current 68,155, as of the 2020 American Community Survey.

Rockville has grown from a small crossroads, to an agriculturally-oriented county seat, to a leisure-oriented escape for big city dwellers, to a cosmopolitan suburb and employment center with many diverse neighborhoods. Modern residents of Rockville form a well-educated, civic-minded community, with professional interests ranging from biomedical research, to federal and county government, to consulting and information technology.

History of Rockville Timeline





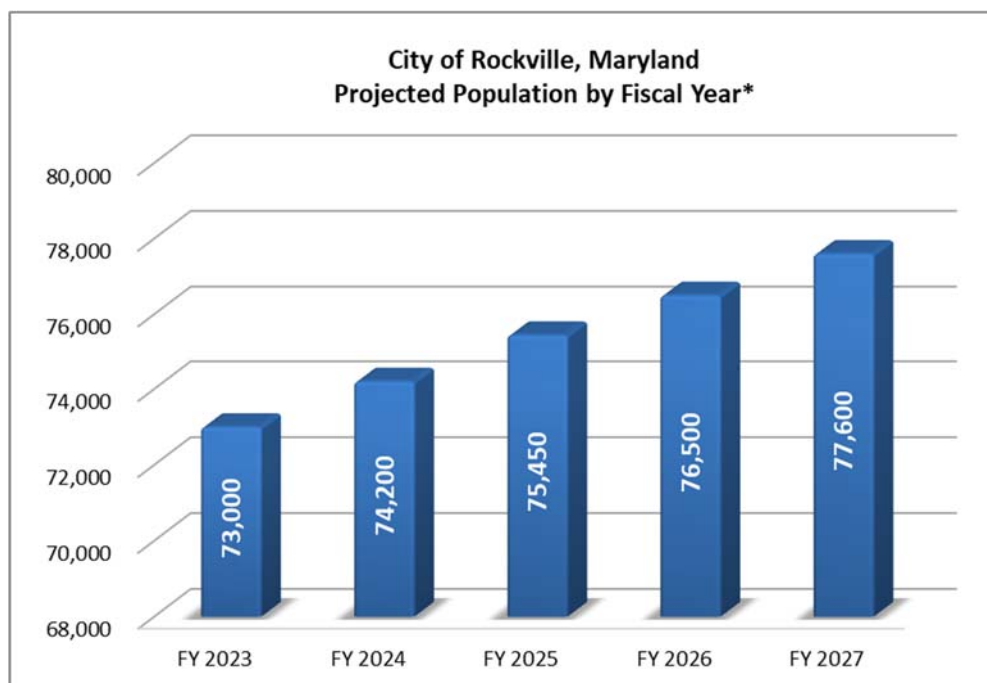
The City of Rockville Today

Today, Rockville is one of the largest municipalities in Maryland and serves as the Montgomery County seat. The City of Rockville operates under the council-manager form of municipal government and derives its governing authority from a charter granted by the General Assembly of Maryland. This means that the city's elected board, the Mayor and Council, provide policy direction for the city and appoint a professional manager to serve as City Manager and manage the day-to-day activities of the city. The Mayor and Council are comprised of a mayor and four councilmembers all elected at large for four year terms. The most recent election was held in November 2019.

The city provides a full range of municipal services, including: public safety; zoning and planning; one-stop location for licenses, permits, and inspections; water, sewer, and refuse and recycling services; snow removal, leaf collection, street maintenance, and other public works functions; recreation and parks services; and special programs for senior citizens, youth, and low-income residents. The city has a reputation for strong conservative financial management and holds a AAA/Aaa bond rating from both Standard and Poor's and Moody's Investors Service.

As mandated by State law, Montgomery County provides for schools, libraries, social services, and fire protection in Rockville. In addition to the Montgomery County Police, the city's own Police Department serves Rockville residents. The Rockville Volunteer Fire Department, consisting of more than 200 members and four stations, provides fire protection to Rockville. City water and sewer services serve over 70 percent of the Rockville community, with Washington Suburban Sanitary Commission (WSSC) serving the remaining 30 percent.

Rockville is a residential community and an employment center. Rockville offers a wide variety of housing styles, prices, sizes, and neighborhoods, ranging from mid-rise condominiums to Victorian homes and from contemporary models to the more traditional. Based on internal city population projections, Rockville's population will increase by approximately 1.5 percent each year over the next five years.



**Data from the City of Rockville, Department of Community Planning and Development Services.*



Rockville Demographics and Economics

Data from 2019 American Community Survey 1-Year Estimates or 2016-2020 5-Year Estimates, unless noted.
Due to the impact of the COVID-19 pandemic, the Census Bureau did not release the 2020 1-Year Estimates.

Population 68,155

Age Composition (%)

Under five years	6.1%
Five to nine years	5.5%
10 to 14 years	6.5%
15 to 19 years	4.9%
20 to 24 years	5.3%
25 to 34 years	14.1%
35 to 44 years	15.5%
45 to 54 years	12.5%
55 to 59 years	6.4%
60 to 64 years	5.4%
65 to 74 years	9.1%
75 to 84 years	5.4%
85 years and older	3.3%

Highest Educational Attainment, 25 years old + (%)

Less than 9 th grade	4.3%
9 th to 12 th grade, no diploma	3.4%
High school (includes GED)	10.1%
Some college, no degree	13.8%
Associate's	4.2%
Bachelor's	28.3%
Graduate or professional degree	35.9%

Racial Composition (%)

<i>One race</i>	94.7%
White	56.3%
Black or African American	10.9%
Chinese American	8.6%
Indian American	3.8%
Philippine American	1.6%
Korean American	2.1%
Other Asian American	5.0%
Native American	0.2%
Other race	6.1%
<i>Two or more races</i>	5.3%
Hispanic or Latino (of any race)	14.8%

Gender (%)

Male	47.0%
Female	53.0%

Household income (%)

Less than \$10,000	3.4%
\$10,000 to \$14,999	2.1%
\$15,000 to \$24,999	3.9%
\$25,000 to \$34,999	3.6%
\$35,000 to \$49,999	7.7%
\$50,000 to \$74,999	11.7%
\$75,999 to \$99,999	12.3%
\$100,000 to \$149,999	21.8%
\$150,000 to \$199,999	12.9%
\$200,000 and above	20.5%
Median household income	\$111,797
Mean household income	\$135,997

Unemployment Rate (%) 3.9%

Poverty Rate (%) 6.0%

Health Insurance Rate (%)

With health insurance	94.2%
Without health insurance	5.8%

Principal Employers

Montgomery County Government	5,165
Montgomery County Board of Education	2,500
Montgomery College	1,950
Westat, Inc.	1,750
Northwestern Mutual Life Insurance Co.	623
Lockheed Martin Information Systems	565
City of Rockville	518
Choice Hotels International	500
Quest Diagnostics Incorporated	500

(City of Rockville, Fiscal Year 2021 Annual Comprehensive Financial Report, page 96)





Financial Management Policies

STATEMENT OF PURPOSE

The financial integrity of our city government is of utmost importance. To discuss, write, and adopt a set of financial policies is a key element to maintaining this integrity. These financial management policies are designed to ensure the fiscal stability of the City of Rockville and to guide the development and administration of the annual operating and capital budgets, as well as the debt program.

Written, adopted financial policies have many benefits, such as assisting the Mayor and Council and City Manager in the financial management of the city, saving time and energy when discussing financial matters, promoting public confidence, and providing continuity over time as Mayor and Council and staff members change. While these policies will be amended periodically, they will provide the foundation and framework for many of the issues and decisions facing the city. They will promote wise and prudent financial management, provide the foundation for adequate funding of services desired by the public, and help make the city more financially stable, efficient, and effective.

OBJECTIVES

1. Assist the Mayor and Council and city management by providing accurate and timely information on financial conditions pertinent to city operations
2. Provide sound financial principles with which to guide the important decisions of the Mayor and Council and management, which have significant fiscal impact
3. Set forth operational principles that minimize the cost of government and financial risk, to the extent consistent with services desired by the public
4. Enhance the policy-making ability of the Mayor and Council by providing accurate information on program costs
5. Ensure the legal use of all city funds through a sound financial system and strong internal controls
6. Employ revenue policies that diversify revenue sources, distribute the costs of municipal services fairly, and provide adequate funds to operate desired programs

In order to meet these objectives, the city's policies are divided into eight general categories for ease of reference. These categories include: 1) Operating Budget Policies, 2) Capital Improvements Program (CIP) Policies, 3) Revenue and Expenditure Policies, 4) Reserve Policies, 5) Debt Management and Administration Policies, 6) Cash Management and Investment Policies, 7) Economic Development Revenue Bonds Policies and Criteria, and 8) Accounting, Auditing, and Financial Reporting Policies. It is recommended that all policies included in this document be adhered to.

OPERATING BUDGET POLICIES

At least one month before the preparation of the proposed annual budget, the City Manager will meet with the Mayor and Council members to review and deliberate all policy guidelines that may affect the proposed budget.

1. The budget is approved in the form of an appropriations ordinance after the Mayor and Council have conducted at least one advertised public hearing.
2. The operating budget and CIP together shall serve as the annual financial plan for the city. They will serve as the policy documents of the Mayor and Council for implementing Council visions, goals, and objectives. The budget shall provide staff with the resources necessary to accomplish the Mayor and Council's determined service levels.



3. The City Manager shall annually prepare and present a proposed operating budget to the Mayor and Council at least two months before the beginning of each fiscal year. The Mayor and Council will adopt said budget no later than May 31 of each year. Funds may not be expended or encumbered for the following fiscal year until the budget has been adopted by the Mayor and Council.
4. The city defines a balanced budget as a budget that has operating revenues equal to operating expenditures. It is the city's policy to fund current year operating expenditures with current year revenues, inclusive of debt service. General Fund expenditures may exceed revenues in a given year only when the additional spending is funded by beginning fund balance and only for CIP expenditures or other one-time or non-recurring expenditures, as authorized by the Mayor and Council.
5. Each department and division prepares its own budget for review by the City Manager. Budget accountability rests primarily with each department. The basic format of the budget shall identify programs within organizational structures. Programs are defined as specific services provided to the public, other departments, or other organizations.
6. The operating budget is adopted at the fund level. During the year, it is the responsibility of the City Manager, Department Directors, and the Deputy Director of Finance to administer the budget. The legal control, which the budget ordinance establishes, uses Generally Accepted Accounting Principles (GAAP).
7. As a management policy, budgetary control is maintained in the General, Special Revenue, and Enterprise Funds at the program level by the encumbrance of estimated purchase amounts prior to the release of purchase orders to vendors. Purchase orders that result in overruns of balances are not processed until sufficient appropriations are made available through approved intrafund transfers. Encumbered amounts at year-end are recorded as a reservation of fund balance and are reflected as an adjustment to the ensuing year's budget.
8. A five year projection of revenues and expenditures for the General, Special Revenue, and Enterprise Funds is prepared each fiscal year to provide strategic perspective to each annual budget process.
9. All appropriations shall lapse at the end of the budget year if not expended or encumbered.
10. Any year-end operating surpluses will revert to fund balances for use in maintaining reserve levels set by policy (see policy on reserves) and the balance will be available for paygo capital projects and/or one-time capital outlays.
11. The City Manager will submit budgetary reports to the Mayor and Council comparing actual revenues and expenditures with budgeted amounts quarterly.

Budget Transfers

The City Manager has the authority to transfer budgeted amounts between departments within any fund, but changes in the total appropriation level for any given fund can only be enacted by the Mayor and Council through an amendment to the appropriations ordinance.

1. All budget transfers must receive approval by the Department Director and Budget Office regardless of the budget transfer amount. In addition, any budget transfer over \$50,000 requires City Manager approval.
2. City Manager or designee approval is required for transfers from one department to another.
3. Approval of the budget transfer must be obtained prior to requisition, encumbrance, or expenditure of funds taking place.



Fund Structure

1. The accounts of the city are organized into funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures (or expenses, as appropriate).
2. Government resources are allocated to and accounted for in individual funds based on the purposes for which they are to be expended and the means by which spending activities are controlled. The city uses governmental funds and enterprise funds. Governmental funds are those through which most governmental functions of the city are financed. The acquisition, use, and balance of the city's expendable financial resources and the related liabilities (except for those accounted for in the enterprise funds) are accounted for through governmental funds.
3. The city's governmental funds are the General Fund, the Special Revenue Funds, the Capital Projects Fund, and the Debt Service Fund.
 - a. The General Fund is the general operating fund of the city. It is used to account for all financial resources except those required to be accounted for in another fund.
 - b. The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are restricted by legal and regulatory provisions or budgeted contributions from outside sources to finance specific activities. The city's Special Revenue Funds are the Special Activities Fund, the Community Development Block Grant Fund, and the Speed Camera Fund.
 - c. The Capital Projects Fund is used to account for financial resources used for the acquisition or construction of major capital facilities and general capital construction, including: streets, parks, and public buildings (other than those financed by enterprise funds).
 - d. The Debt Service Fund, which includes special assessments, is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.
4. The enterprise funds are the Water Fund, the Sewer Fund, the Refuse Fund, the Parking Fund, the Stormwater Management Fund, and the RedGate Golf Course Fund.
5. Creation of new funds should be based on the following criteria:
 - a. The revenue source is ongoing; i.e., more than one fiscal year.
 - b. The amounts to be recorded are material.
 - c. Interest income is required to be allocated.
 - d. The amounts are specifically designated.
 - e. There is not another fund that can be used to account for the revenue source.
 - f. There are special circumstances that have led management to create a separate fund.
 - g. If the State or federal government requires a separate fund to account for a particular source of revenue then such a fund can and must be created.
 - h. It is a requirement of GAAP to establish the fund.

Basis of Budgeting

1. Budgets for governmental and enterprise (or proprietary) funds are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Accordingly, all governmental fund budgets are presented on the modified accrual basis of accounting. Under this method of accounting, revenue and other governmental fund resources are recognized in the accounting period in which they become susceptible to accrual—that is, when they become both “measurable and available” to finance current operating expenditures for the fiscal period.
2. In applying the susceptible to accrual concept to real and personal property tax revenue recognition, “available” means property tax revenue is recognized currently if levied before the fiscal year end and collected by intermediaries within 60 days after the fiscal year end. Utility and franchise fees, licenses and



permits, fines and forfeitures, charges for services, and miscellaneous revenue (except investment earnings) are recorded as revenue when cash is received because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are both measurable and available.

3. For grant revenue such as the Community Development Block Grant (CDBG) program, which is dependent upon expenditures by the city, revenue is accrued when the related expenditures are incurred. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which are recognized when due.
4. The enterprise fund budgets are presented on the full accrual basis of accounting. Under this method of accounting, revenue is recognized when earned and expenses are recognized when they are incurred. For example, earned but unbilled utility revenues are accrued and reported in the financial statements the same way they are incorporated within the operating budget. Enterprise fund capital purchases are budgeted in the operating budget and recorded as expenses during the year; at year-end, they are capitalized for financial statement purposes.

CAPITAL IMPROVEMENTS PROGRAM POLICIES

As with the operating budget, the City Manager submits a Capital Improvements Program (CIP) to the Mayor and Council. The CIP provides for improvements to the city's public facilities for the ensuing fiscal year and four years thereafter, and forms part of the city's financial plan. The first year of the plan establishes a capital budget for the new fiscal year. The remaining four years serve as a guide for use in determining probable future debt issuance needs and operating cost impacts. The Capital Budget is adopted at the fund level. CIP expenditures are accounted for in the Capital Projects Fund or the appropriate enterprise funds and are funded by a variety of sources. The city strives to maintain a high reliance on "paygo" financing for its capital improvements in order to maintain debt within prudent limits and to ensure that the rates charged in the enterprise funds are competitive with those in the surrounding area. For projects to be included within the CIP, they should normally be eligible for debt financing and have defined beginnings and ends, as differentiated from ongoing programs in the operating budget.

1. To qualify for inclusion in the CIP, a project must fall under one or more of the following categories:
 - a. The acquisition of property for a public purpose
 - b. The design and construction of a major new city facility or infrastructure
 - c. The design and construction of a major addition or extension of an existing city facility or infrastructure
 - d. The design and major improvement, rehabilitation, or repair of a city facility or infrastructure
 - e. A significant one-time investment in new technology or upgraded technology infrastructure
2. Annually, a five year CIP plan will be developed, analyzing all anticipated capital expenditures by year and identifying associated funding sources. The plan will also contain projections of how the city will perform over the five year period in relation to the fiscal policies that refer to debt ratios.
3. The first year of the five year CIP and any unspent funds from prior years will be appropriated as part of the annual budget process. The CIP will be appropriated by fund. At least semi-annually, the City Manager will notify the Council of any transfers between projects within a fund.
4. The city will maintain a capital projects monitoring committee composed of city staff, which will meet not less than once every six months to review the progress on all outstanding projects as well as to revise spending projections. Each CIP project will have a project manager who will prepare the project proposal sheet, ensure that project is completed on schedule, authorize all project expenditures, and ensure that all regulations and laws are observed. Project managers will be responsible for reporting project status to the committee.



5. If new project appropriation needs are identified at an interim period during the fiscal year, at the fund level, the appropriations ordinance will be utilized to provide formal budgetary authority for the increase. Any significant impact resulting from the change on the overall CIP and on the debt ratios will be indicated at that time.
6. The city shall actively pursue funding other than borrowing from other levels of government or from private sources for all projects for the CIP where practical to do so.
7. Capital projects shall be prioritized according to goals set by the Mayor and Council.
8. Unexpended project appropriations may be transferred to other projects within the same funding source with the approval of the City Manager.
9. Each year, a closing resolution will be submitted to the Mayor and Council to obtain formal authorization to close completed capital projects. The unexpended appropriations for these projects will be returned to the fund from which the appropriations were made. A report showing the amounts budgeted, expended, transferred, and returning to fund balance shall be provided.

REVENUE AND EXPENDITURE POLICIES

1. The city will strive to develop and maintain a diversified and stable revenue stream to avoid becoming overly dependent on any single type of revenue, to minimize the effects of economic fluctuations on revenues, and ensure its ability to provide for ongoing services.
2. Budgeted revenues shall be estimated conservatively using accepted standards and estimates provided by the State, County, and other governmental agencies when available.
3. Revenue from “one-time” or limited duration sources will not be used to balance the city’s operating budget.
4. As appropriate within the marketing of the recreation programs, higher non-resident fees may be charged and priority registration will be given to Rockville residents.
5. Restricted revenue shall only be used for the purposes legally permissible and in a fiscally responsible manner.
6. On an annual basis, the city will set fees and rates for the enterprise funds at levels which fully cover total direct and indirect operating costs and all capital outlay and debt service, except where the city is not the sole provider of the service and competitive rates must be taken into consideration. In these instances, fees and rates must at least cover all direct and indirect operating expenses.
7. The city shall actively pursue federal, State, County, and other grant opportunities when deemed appropriate. Before accepting the grant, the city shall thoroughly consider the implications in terms of ongoing obligations, indirect costs, and matching requirements in connection with the grant.
8. Gifts, bequests and donations will be evaluated to determine what, if any, obligations are to be placed upon the city. Gifts, bequests, and/or donations shall be used solely for the purpose intended by the donor.
9. General Fund revenues from Glenview Mansion conference rentals in an amount of \$20,000 annually are to be set aside in accordance with Resolution 20-85 that are dedicated to the upkeep and furnishing of Glenview Mansion. The \$20,000 is the maximum allowable amount of General Fund revenue to be set aside. Expenditures can only be authorized by the Director of Recreation and Parks as recommended by the Glenview Mansion Subcommittee.
10. An amount equal to 1 percent of the city’s costs for capital projects involving the construction of, or major improvements to, buildings, parks, and other public structures is to be transferred annually from the General Fund to the Art in Public Architecture program in support of Ordinance 3-04, pending appropriation by the Mayor and Council.



11. An amount equal to one-tenth of 1 percent of the prior year's adopted General Fund budget is to be transferred annually from the General Fund to the Art in Public Places program in support of Ordinance 15-13, pending appropriation by the Mayor and Council.
12. Any budgeted General Fund Rockville Emergency Assistance Program (REAP) funds that remain unspent at the end of the fiscal year will be transferred to the REAP Special Activities Fund via a budget amendment in the following fiscal year.

Cost Recovery

The City of Rockville offers programs/services that are funded through a variety of means, including: user fees, grants, donations, fee-in-lieu, and taxpayer funds. Fees and charges for these programs/services shall be established according to these stated policies. Fees and charges shall be reviewed annually and adjusted accordingly by one or more of the following methods: annual change in the Washington-Arlington-Alexandria Consumer Price Index (CPI), comparison to surrounding jurisdictions, comparison to the private market, general market conditions, industry trends, and/or demand for the program/service.

Cost recovery targets are established to ensure the city maintains a balance between affordable programs/services and fiscal responsibility; has a quantifiable way to determine if city fees for programs/services are consistent with the city's intent; and has a transparent method of measurement. Cost recovery targets are defined as percent ranges. Target ranges shall be considered as guidelines; however, special circumstances, the nature and cost of each program/service, and the population to be served should be taken into consideration. Fees should be charged to all entities including federal, State, and County jurisdictions, unless exempt by law. The City Manager may exempt fees when it is in the city's best interest to do so, and in accordance with a business need.

Direct and Indirect Costs

Cost recovery targets shall be based on fully burdened cost, as defined by all direct and indirect or "overhead" charges. Direct costs include all personnel and operating expenditures that are accounted for in the operating budget. Direct costs do not include capital outlay that is accounted for in the operating budget or capital expenditures that are accounted for in the city's Capital Improvements Program. Indirect or "overhead" costs are established each year through the city's formal Cost Allocation Plan (CAP) calculation. The CAP calculation establishes an overhead rate that is applied in circumstances where the city needs a fully burdened cost for cost recovery purposes.

When the city contracts out public employees to provide services to private individuals or businesses, such as police officers, the fully burdened cost should be charged to ensure that 100 percent of the employee's time is paid for by the user of the service.

Regulatory Programs

Regulatory services include planning, permits, and engineering. Cost recovery goals for these services should be 100 percent. However, in charging at this level, the city needs to establish and articulate standards for its performance in reviewing developer applications to ensure that there is "value for cost." Despite having a cost recovery goal of 100 percent, there are reasons why staff would recommend a fee below this policy goal. These reasons include benchmarking fees to surrounding communities, the ability of the community and developers to pay, and the level of compliance with regulations. In all instances, fees established below the full cost recovery goal imply that there is a level of community benefit to that service.



Recreation and Parks Programs

Cost recovery targets for Recreation and Parks programs/services are established using a five-tier pyramid methodology. Cost recovery is measured based on the expenditures of each individual cost center. All General Fund Recreation and Parks cost centers are included in the cost recovery pyramid, except for the administrative functions. If a program or service is out of compliance with the recovery target for two consecutive years, then that program or service has two years to achieve compliance or must have City Manager approval for being out of compliance. Please see Supplemental Information for the calculated cost recovery percentages.

The five-tier pyramid is comprised of the following:

1. Tier 1, Community Benefit – This is the largest tier of the pyramid and has the greatest amount of taxpayer support. This category represents basic community needs and is what makes Rockville a desirable and livable community. The target cost recovery for this category is 0 percent or greater. Community benefit areas include: parks and open space, trails, landscaping and trees, playgrounds, and general-use public facilities.

The following Recreation and Parks cost centers are included in this tier: Athletic Fields, East Parks, Facilities Maintenance, Horticulture, Right-of-Way, Senior Citizen Support Services, Special Events, Urban Forestry Maintenance, and West Parks.

2. Tier 2, Considerable Community Benefit – This is the second largest tier of the pyramid and has a significant amount of taxpayer support. This category represents an enhancement of basic services, emphasizing culture and community cohesion. The target cost recovery for this category is 20 percent to 50 percent. Considerable community benefit areas include: arts, community recreation facilities, teen and skate park programs, and senior recreation.

The following Recreation and Parks cost centers are included in this tier: Arts, Lincoln Park Community Center, Senior Center Operations, Senior Citizen Recreation, Teens and Adventure Sports, Thomas Farm Community Center, and Twinbrook Community Recreation Center.

3. Tier 3, Balanced Community and Individual Benefit – This is the middle tier of the pyramid and has an equal amount of taxpayer support and user fee support. This tier is a balance between programs/services that are offered by the private sector and programs/services that are viewed as public amenities or conveniences. The target cost recovery for this category is 30 percent to 70 percent. Balanced community and individual benefit areas include: Civic Center, sports programs, and afterschool programs.

The following Recreation and Parks cost centers are included in this tier: Afterschool, Civic Center Complex, Croydon Creek Nature Center, Senior Citizen Sports and Fitness, Sports, and Summer Camps.

4. Tier 4, Considerable Individual Benefit – This is the second smallest tier of the pyramid and has a significant amount of user fee support. Programs/services in this category are also available in the private sector, therefore less taxpayer support is required. The target cost recovery for this category is 70 percent to 100 percent. Considerable individual benefit areas include: Swim and Fitness Center, childcare, and specialty classes.

The following Recreation and Parks cost centers are included in this tier: Childcare, Classes, and Swim and Fitness Center.



5. Tier 5, Individual Benefit – This is the smallest tier of the pyramid and has the greatest amount of user fee support. The programs/services in this category may be available to the entire city population and beyond, but limitations on city resources have the effect of restricting use. Fees are often established based on the market demand. The target cost recovery for this category is 100 percent or greater. Individual benefit areas include: private rentals, private lessons, merchandise.

There are currently no individual cost centers that are assigned to this tier; however, elements exist within several cost centers such as private rentals and lessons.

RESERVE POLICIES

The city utilizes a variety of funds for recording the revenue and expenditures/expenses of the city. At each fiscal year end, operating surpluses that revert to fund balance over time constitute available reserves of the city.

Prioritization of Fund Balance Use – When an expense is incurred for which both restricted and unrestricted (committed, assigned, unassigned) net assets are available, the city will first apply restricted resources.

General Fund

Unassigned Minimum Fund Balance Reserve – The city will maintain an unassigned General Fund fund balance at a level not less than 20 percent of annual adopted General Fund revenue. The purpose of this unassigned balance is to alleviate significant unanticipated budget shortfalls and to ensure the orderly provisions of services to residents. This is the minimum level necessary to maintain the city's creditworthiness and maintain adequate cash flows. Use of funds below the 20 percent required level must be approved by specific action of the Mayor and Council.

Unassigned Fund Balance – To the extent that the General Fund unassigned fund balance exceeds the target, the city may draw upon the fund balance to provide paygo financing for capital projects, for other one-time capital items, or for additional contributions to reduce the OPEB or Pension unfunded liabilities. In addition, Mayor and Council or the City Manager may commit or assign the fund balance that exceeds the target, respectively.

Contingency Account – A contingency account equal to a maximum of 1 percent of the city's General Fund budgeted appropriations will be maintained annually in the Non-Departmental budget. This account will be made available for unanticipated, unbudgeted expenditures of a non-recurring nature and/or unexpected cost increases that require the City Manager's approval. All spending from the contingency account shall be reported to the Mayor and Council.

Debt Service Fund

Restricted Minimum Cash Reserve – The city will maintain a cash balance in the Debt Service Fund of at least 10 percent of the average annual outstanding principal on the city's debt service schedule. This level of reserve protects against increases in the city's debt service expenditures related to new bond issues, such as the cost of issuance and variable market rates.

Enterprise Funds

Cash Reserves – The city will maintain cash reserves for the enterprise funds equal to the following: one month of operating expenses for the Refuse and Parking funds, three months of operating expenses for the Stormwater Management Fund, and six months of operating expenses for the Water and Sewer funds. The RedGate Golf Course Fund is not required to maintain a cash reserve because it is not an active fund.



Cash Improvement Plans – Any Enterprise Fund with a negative cash balance must submit plans that will allow the fund to show a positive cash balance within the rate setting period for each fund, which generally is five years. Rates and fees should be set accordingly and the Reserve Deficiency guidelines set below should be followed.

Reserve Deficiencies

If reserves in any city fund fall below the prescribed minimums, the city will implement the following budgetary strategies to replenish funding deficiencies:

1. Seek reductions in recurring expenditures
2. Seek to increase current revenue streams or develop new revenue sources
3. Seek the use of ongoing grant funding to alleviate operating expenditures

DEBT MANAGEMENT AND ADMINISTRATION POLICIES

1. Debt management will provide for the protection and maintenance of the city's AAA/Aaa bond rating, the maintenance of adequate debt service reserves, compliance with debt covenant provisions, and appropriate disclosure to investors, underwriters and rating agencies.
2. The city's compliance officer is the Director of Finance. Compliance monitoring will be performed annually.
3. The term of any city debt issue, including lease-purchases, shall not exceed the useful life of the assets being acquired by the debt issue.
4. All debt issuance shall comply with federal, State, and city charter requirements. All IRS regulations in regard to post issuance tax compliance will be followed.
5. The city shall maintain an ongoing performance monitoring system of the various outstanding bond indebtedness issues and utilize this monitoring system as a performance criterion for the administration of the city's outstanding indebtedness. This is particularly important as funds borrowed for a project today are not available to fund other projects tomorrow and funds committed for debt service payments today are not available to fund operations in the future.
6. The city shall maintain all spending records related to bond issuance until at least three years after the final maturity is redeemed.
7. The city will maintain good, ongoing communication with bond rating agencies about its financial condition. The city will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement).
8. Accompanying each debt issue will be an assessment of the city's capacity to repay the debt. The assessment will address the effects on the current operating budget, as well as identify the resources that will be utilized to repay the debt.
9. Long term borrowing will not be used to finance current operations or normal maintenance and will only be considered for significant capital and infrastructure improvements.
10. The city will try to keep the average maturity of general obligation bonds at or below twenty years.
11. The city will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.
12. The city will not issue tax or revenue anticipation notes.
13. The city will strive to maintain a high reliance on paygo financing for its capital improvements.
14. Neither Maryland State law nor the City Charter mandates a limit on municipal debt. However, the city will strive to maintain its net tax-supported debt at a level not to exceed 1 percent of the assessed valuation of taxable property within the city.
15. The city will strive to ensure that its net tax-supported debt per capita does not exceed \$1,438. This per capita dollar limit is adjusted annually in accordance with the change in the Consumer Price Index for All Urban Consumers (CPI-U) in the Washington-Arlington-Alexandria area. This debt measure should be



calculated for the debt associated with the Debt Service Fund and for the combination of the debt associated with the Debt Service Fund and the Parking Fund.

16. The city will strive to ensure that its net tax-supported debt per capita as a percentage of federal adjusted gross income does not exceed 2.5 percent.
17. The city will strive to ensure that its amortization rate shall be at least 25 percent in five years and 50 percent in ten years.
18. Required annual tax supported debt service expenditures should be kept at or below 15 percent of the city's annual adopted General Fund expenditures. This ratio reflects the city's budgetary flexibility to respond to changes in economic conditions.
19. If two or more of policies #14 through #18 are violated, the Mayor and Council will immediately discuss how to take steps to address the issues.
20. The city will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration and capital improvement costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the city's rate review and setting process.
21. Debt service coverage ratios will be calculated annually for all of the city's enterprise funds. A minimum of a 1.2 coverage ratio should be maintained for each of the utility funds.

Refinancing

Periodic reviews of all outstanding debt will be undertaken to determine refinancing opportunities. Refinancings will be considered (within federal tax law constraints) under the following conditions:

1. There is a net economic benefit.
 - a. In general, refinancings for economic savings will be undertaken whenever net present value savings of at least 5 percent of the refunded debt can be achieved.
 - b. Refinancings that produce net present value savings of less than 5 percent will be considered on a case-by-case basis, provided that the present value savings are at least 3 percent of the refunded debt.
 - c. Refinancings with savings of less than 3 percent will not be considered unless there is a compelling public policy objective.
2. It is needed to modernize covenants that are adversely affecting the city's financial position or operations.
3. The city wants to reduce the principal outstanding in order to achieve future debt service savings, and it has available working capital to do so from other sources.



CASH MANAGEMENT AND INVESTMENT POLICIES

It is the city's policy to invest funds not required for immediate expenditure in a manner that conforms to all State of Maryland statutes governing the investment of public funds. The Investment Officer or an appropriate designee is authorized to invest such funds until the time they will be needed in such investments as are authorized in the city's Statement of Investment Policy. The Policy represents the financial boundaries within which its cash and investment management process will operate.

The city's priorities for the investment and management of public funds are as follows:

1. Safety of principal: Investments of the city shall always be undertaken with a view toward ensuring that there will be preservation of the principal.
2. Liquidity: The maturity mix of the investment portfolio will be continuously monitored by the Investment Officer with a view toward reasonable estimation of the timing of the city's expenditure needs, so that sufficient liquidity is maintained to meet operating and capital requirements.
3. Return on investments: The city's investment program will be formulated with the objective of attaining a favorable rate of return throughout budgetary and economic cycles, taking into account the city's investment risk constraints established elsewhere in this policy.

The Chief Financial Officer shall submit the Statement of Investment Policy to the Mayor and Council at least every five years for their review and adoption. This will allow the Investment Policy to be updated with legislative changes as well as to reflect best practices in municipal finance.

ECONOMIC DEVELOPMENT REVENUE BONDS POLICIES AND CRITERIA

The city will review requests for tax-exempt financing from non-profit organizations seeking to locate or expand their operations within the city on a case-by-case basis. The city will only participate in these financing programs with non-profit organizations which comply with the policies and criteria stated below.

General Requirements

1. Where Economic Development Revenue Bonds (EDRB) are issued, the city may restrict the placement of bonds by the underwriter. All EDRB shall contain on the face thereof a statement to the effect that neither the full faith and credit nor the taxing power of the city or political subdivision is pledged to the payment of the principal, interest, or other costs of the bonds.
2. An annual administrative fee of 12.5 basis points will be due and payable at closing and on an annual basis thereafter while the bonds are outstanding. All legal and administrative costs incurred in the course of reviewing, pursuing, and defending any and all litigation in any way related to these financing agreements shall be borne by the borrowers regardless of whether a financing agreement is ever ultimately consummated.

Policies and Objectives

The objectives of city participation in tax-exempt financing of non-profit organizations are to:

1. Support the presence of non-profit organizations in the city which not only strive to achieve their non-profit mission but also enhance the employment base of the city; and
2. Promote the general health and welfare of city residents through the support of medical, educational, and other charitable endeavors.



It is the policy of the City of Rockville to participate in tax-exempt financing programs solely for projects that meet all of the following criteria:

1. The project is of a non-speculative nature (i.e. projects which are developed for a specific occupant).
2. The project complies with federally mandated tax legislation restricting the use of tax exempt financing to qualified Section 501 (c) (3) organizations.
3. The project furthers the charitable purpose of the non-profit.
4. The construction costs of the project exceed \$10,000,000.
5. The organization must be a tax-exempt entity qualified under Section 501 (c) (3) of the Internal Revenue Code of 1986, as amended. A copy of the organization's IRS Determination Letter must be provided to the city prior to bond closing.
6. The underwriter must provide a letter to the city stating that the underwriter has reviewed the financial aspects of the proposed project and has deemed the project financially feasible.
7. Any school which is a non-collegiate educational institution as defined under Education Article 2-206 of the Annotated Code of Maryland must hold a Certificate of Approval issued by the State Board of Education. Schools which have a relationship with a bona fide church organization must have received a determination from the State Board of Education stating that they are exempt from the need for a Certificate of Approval.
8. Organizations that provide medical or health services must be properly licensed by the County, the State, and/or the federal government, as applicable.
9. Religious organizations or organizations affiliated with a religious organization must obtain a letter of preliminary advice from the city's bond counsel to the effect that the sectarian benefit, if any, to a religious organization from the use of the facilities that are to be bond financed is not in violation of State or federal constitutional limits on the separation of church and state such as to preclude the issuance of tax exempt bonds under State or federal law.
10. The organization must submit to the city a letter of good standing from the State of Maryland State Department of Assessments and Taxation at the time the request is filed.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

1. It will be the policy of the City of Rockville to provide all financial information in a thorough, timely fashion and in a format that is easy for the Mayor and Council, residents, Committees, and city staff to understand and utilize.
2. The city's accounting finance systems will be maintained in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB).
3. The basis of accounting within governmental fund types used by the City of Rockville is modified accrual as well as the "current resource measurement focus." Under this method of accounting, revenue is recorded when susceptible to accrual, such as when measurable and available for the funding of current appropriations. All enterprise funds follow the accrual basis of accounting, as well as the "capital maintenance measurement focus." Under this method of accounting, revenues are recognized when earned, as billed and unbilled, and expenses are recorded when incurred.
4. The approval for allowance and write off transactions related to uncollectible accounts is delegated to the Director of Accounting.
5. The city places continued emphasis on maintenance of an accounting system which provides strong internal budgetary and accounting controls designed to provide reasonable, but not absolute, assurances regarding both the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and reports, such as the budget and the Annual Financial Report as well as the maintenance of accountability of assets.



6. An independent audit of the City of Rockville is performed annually. The auditor's opinion will be included in the city's Annual Financial Report. The city will strive for an unqualified auditor's opinion.
7. An independent audit firm will be selected through a competitive process at least once every five years. The Mayor and Council will award the audit contract upon the recommendation of the City Manager and Director of Finance.
8. The City of Rockville issues an Annual Financial Report within four months of the close of the previous fiscal year. It will be presented to the Mayor and Council within six months of the fiscal year end at a regularly scheduled City Council meeting. The Annual Financial Report will be submitted annually to The Government Finance Officers Association (GFOA) for peer review as part of the Certificate of Achievement for Excellence in Financial Reporting program. All reports prepared by the auditors and management's response to those reports will be presented to the Mayor and Council at a regularly scheduled Council meeting within six months of the fiscal year end.
9. The city offers its employees a defined benefit pension plan and a defined contribution pension plan. The plans are administered by the Retirement Board comprised of seven members appointed by the Mayor and Council to serve two-year terms.
10. The retirement plans do not issue separate financial statements, but plans shall be included as part of the city's financial statements and accordingly be subjected to an annual audit.
11. The city's annual contribution toward the pension plans shall be determined by an independent actuary and published in an annual actuarial report. The city will annually meet its obligation to funding its share of the pension plan contribution out of its operating budget. The funding of the Plan will be in accordance with the Retirement Board's adopted funding policy.
12. Beginning in FY 2009 the city will prefund its retiree health benefits through the Retiree Benefit Trust in accordance with GASB 75 based upon an actuarial valuation study. The study shall be completed every other year. The Retiree Benefit Trust will strive to maintain a funding level of 100 percent.



Major Policy Documents

In addition to the city's Financial Management Policies, the following policy documents guide the city's strategic planning and ongoing operations, including the preparation and execution of the city's annual operating budget and CIP. The actual policy documents can be found at www.rockvillemd.gov/policydocs.

Bikeway Master Plan

The Rockville Bikeway Master Plan was originally adopted in October 1998 and updated in April 2004. A new Plan was approved by the Planning Commission in September 2016, and adopted by the Mayor and Council in April 2017. With the strong support of the Mayor and Council, city staff, and residents, new bicycle facility types, recommended crosstown routes, and proposed bike lane locations were added based on the 2004 Plan, bicycle planning best practices, and input from the Rockville Bicycle Advisory Committee. Moreover, new bicycle safety and promotion programs were undertaken. This transformed Rockville from a city with a few unconnected bicycle trails into one of Maryland's leading communities for bicycling. The updated plan establishes a bikeway network that supports bicycling for recreational, commuting, business, and social trips. The Pedestrian and Bicycle Safety (TD21) CIP project funds the implementation of some bicycle facilities included in this plan. For additional information, please contact the Bicycle and Pedestrian Coordinator in the Department of Public Works at (240) 214-8527.

City Charter

The City of Rockville incorporated through the adoption of a City Charter in 1860. The Charter empowers the city to pass ordinances, in accordance with the laws of the State of Maryland, necessary for the good governance of the city. For additional information, please contact the Office of the City Clerk/Director of Council Operations at (240) 314-8280, or visit the city's website.

City Code

The City Code contains all general and permanent ordinances of the City of Rockville. These ordinances are codified in accordance with State law. For additional information, please contact the Office of the City Clerk/Director of Council Operations at (240) 314-8280 or visit the city's website.

Climate Action Plan

Cities across the nation are taking leadership roles to reduce greenhouse gas emissions and prepare the community resiliency to adapt to a changing climate. The Mayor and Council adopted Rockville's first Climate Action Plan (CAP) on January 10, 2022. The plan charts an ambitious course for reducing greenhouse gas emissions from the community and municipal government operations by at least 50 percent below 2005 levels by 2030 and carbon neutrality by mid-century. The plan includes a list of 42 actions that are focused on equitably reducing greenhouse gas emissions, strengthening resiliency, and developing a framework to oversee and monitor progress. Recognizing the disproportionate impacts that low-income and communities of color experience, the plan prioritizes equity by protecting vulnerable communities and improving access to environmental benefits. Climate actions involve energy efficiency, renewable energy, electric vehicles and sustainable transportation, land use management, materials and waste management, resiliency, and public engagement and oversight. CAP implementation requires city investment in new technologies and projects, updated policies and ordinances, increased staff capacity, and the development or expansion of programs and services. The plan is designed to be flexible to allow the city to take advantage of new technology or funding opportunities as they arise. Although the city is taking the lead, community participation is critical, and implementation will involve partnerships and advocacy beyond Rockville's borders. For additional information, please contact the Environmental Management Division of the Department of Public Works at (240) 314-8500 or visit the city's website.



Complete Streets Policy

The “Complete Streets” approach is being implemented by transportation agencies at the local, regional, and state levels across the country. Rockville is one of the first cities of its size to adopt a comprehensive Complete Streets Policy. The goal of Complete Streets is to provide streets that have facilities for all users, including pedestrians, bicyclists, transit users, and motorists, to the extent appropriate for the land use or the context of the street. The Mayor and Council adopted the policy in July 2009. Projects are implemented for new streets and whenever there is an opportunity to modify or repave an existing road. For additional information, please contact the Department of Public Works at (240) 314-8500 or visit the city’s website.

Comprehensive Plan

Rockville’s Comprehensive Plan was adopted on August 2, 2021. It incorporates, with updates, the previously adopted East Rockville (2004), Lincoln Park (2007), Twinbrook (2009), and Rockville Pike (2016) Neighborhood Plans; the Bikeway Master Plan (2017); and an amendment relating to Historic Preservation (2013), which endorsed Rockville becoming part of Heritage Montgomery. The new plan reaffirmed the city’s commitment to neighborhoods, while also bringing new vision regarding the need for a variety of housing options, a vital Town Center, a clean environment, a thriving economy, a wide range of parks and open spaces, a multi-modal transportation system, and community involvement in planning and city government. At its core, the Plan acts as a tool for guiding future development and conservation.

The Plan provides:

- Policies and recommended actions that support major planning and zoning decisions
- A guide for planning capital improvements and public services
- Principles and goals for coordinating decision-making between public and private interests

For additional information, please contact the Department of Community Planning and Development Services at (240) 314-8200 or visit the city’s website.

Comprehensive Transportation Review

In 2004, Rockville’s Mayor and Council adopted the Comprehensive Transportation Review (CTR). This policy applies to new development or redevelopment applications filed on or after September 29, 2004. The policy was updated in 2011 and 2018. The CTR lists the transportation requirements for all new development applications. One of the main objectives of these requirements is to ensure that development in Rockville addresses the needs of all transportation users—transit users, motorists, pedestrians, and bicyclists, to the extent appropriate for the land use. In order to meet this objective, the CTR requires developers to provide a Transportation Report that assesses multimodal impacts to a site and requires mitigation measures to alleviate impacts to the transportation system as a result of the new development. For additional information, please contact the Department of Public Works at (240) 314-8500, or visit the city’s website.

IT Strategic Plan

The IT Strategic Plan (“Plan”) identifies the city’s IT needs and, to the extent possible, anticipates future IT needs. The Plan lays out the means and steps necessary to meet those needs and the strategy to ensure the city’s IT resources support the delivery of high quality services to internal and external customers. The Plan specifies ways to take advantage of exciting developments in information technology to improve efficiency, effectiveness, responsiveness, transparency, and accessibility. It also includes tools to help city government better analyze information and make decisions. For additional information, please contact the Department of Information Technology at (240) 314-8160, or visit the city’s website.



Investment Policy

The City of Rockville's Investment Policy is a guide for the investment of public funds not required for immediate expenditure. The policy assures compliance with federal, State, and local laws governing the investment of public monies. The policy assures that sufficient liquidity is available to meet normal operating and unexpected expenditures, and protects the principal monies entrusted to the city while generating the maximum amount of investment income. The policy is reviewed annually and is revised as needed. The Policy was last updated in June 2019. For additional information please contact the Finance Department at (240) 314-8400, or visit the city's website.

Neighborhood/Area Plans

Rockville's Comprehensive Plan establishes citywide policies and priorities, but it also recognizes that different parts of Rockville have different needs and goals. When desired by a neighborhood and upon direction by the Mayor and Council, Comprehensive Planning and other city staff work with communities to identify concerns, goals, and recommended action steps. Once these neighborhood-specific plans are reviewed, amended, and adopted by the Planning Commission and Mayor and Council, they become part of the overall Comprehensive Plan. Neighborhood plans integrate local goals with long range citywide policies and programs.

Neighborhood plans typically address major aspects of the community, including: land use and zoning, housing, public safety, transportation, pedestrian and bicycle circulation/safety, community services and facilities, historic preservation, and the environment. When a planning area has more commercial activity, such as Town Center or Rockville Pike, the focus also includes such relevant aspects as economic development.

Major adopted Neighborhood Plans include:

- Rockville Pike, adopted August 2016
- Twinbrook, adopted May 2009
- Lincoln Park, adopted February 2007
- East Rockville, adopted March 2004
- Town Center, adopted October 2001

Pedestrian Master Plan

As recommended by the Vision Zero Action Plan and the Rockville 2040 Comprehensive plan, the Department of Public Works is developing a Pedestrian Master Plan. This plan will provide an overview of the pedestrian network and identify policy updates and facility improvements to encourage safer walking/rolling and create a better overall pedestrian experience that addresses the unique issues faced by pedestrians and people with disabilities. The plan development process is ongoing and the draft plan is expected to be submitted to the Planning Commission in the summer of 2022. The Pedestrian and Bicycle Safety (TD21) and the Sidewalks FY21-25 (TE21) CIP projects fund the implementation of some pedestrian facilities in the city. For additional information, please contact the Bicycle and Pedestrian Coordinator in the Department of Public Works at (240) 214-8527.

2020 Recreation and Parks Strategic Plan

The Recreation and Parks Strategic Plan (Plan) is a long range plan document that sets overall direction in terms of goals and objectives for parks and recreation in the City of Rockville for the next five to ten years. This city's parks, recreation, and open spaces serve a diverse population of city residents, but also non-city residents, who frequently come from well beyond the city's borders, and a large employment base. The current Recreation and Parks Strategic Plan was adopted by the Mayor and Council on November 9, 2020. The Plan was based on information from community input, the results of a statistically-valid survey of residents, and current data upon which future investments and programming can be based. The Plan also includes measurable strategies that established recommendations, goals, policies, and guidelines. The Plan will help inform future budget discussions



relating to park, recreation, and open space needs and priorities for the city. For additional information, please contact the Department of Recreation and Parks at (240) 314-8620.

Strategy for a Sustainable Rockville

The Mayor and Council committed to making Rockville a sustainability leader and adopted a Sustainability Strategy on October 1, 2007. The Strategy targets the city's own activities and actions and also promotes and encourages similar actions by individual businesses and residents. No single department or division can achieve this vision alone. Rather, the vision requires a coordinated and strategic examination of practices and procedures across all departments. The strategy establishes goals to get residents involved, conserve natural resources, reduce pollution, avoid adverse environmental consequences, evaluate the true cost of goods and services, maximize reuse and recycling, limit impervious surfaces, promote alternatives to fossil fuel-based transport, seek support through external partnerships and networks. Building on this strategy, the Mayor and Council adopted a resolution in 2011 committing to participate in the Sustainable Maryland Certification program of the University of Maryland Finance Center. Rockville achieved initial certification in 2012 and recertifies in a three-year cycle (2015, 2018, and 2021).

For additional information, please contact the Environmental Management Division of the Department of Public Works at (240) 314-8500 or visit the city's website.

Vision Zero Action Plan

In the summer of 2020, the Mayor and Council adopted the Vision Zero Action Plan, which outlines thirty different actions that need to be carried out to increase traffic safety for all people and eliminate traffic related fatalities and serious injuries. This strategy recognizes that people will make mistakes, so the road system and related policies should be designed to ensure those inevitable mistakes do not result in severe injuries or fatalities. Vision Zero also recognizes non-motorists are intrinsically more vulnerable in collisions and that roadway designs and related policies must address the needs of individuals and not apply the same rules to all travel modes to lessen the overall severity of crashes.

Vision Zero is a multidisciplinary approach, bringing together diverse stakeholders through throughout the community as well as cross-agency collaboration including traffic planners, roadway engineers, police, public engagement specialists, and policymakers to address this complex problem. Vision Zero acknowledges that many factors contribute to safe mobility, including roadway design, speeds, behaviors, technology, and policies, and sets clear goals to achieve the shared goal of zero fatalities and severe injuries. Each quarter the City's Vision Zero coordinator submits a status report to the Mayor and Council providing updates and progress for each of the actions. For additional information, please contact the Vision Zero Coordinator at (240) 314-8527.

Water and Wastewater System Studies

Rockville's water and wastewater systems are periodically assessed for adequate capacity, compliance with federal and State Laws, reliable service delivery, and system resiliency. These assessments identify operational strategies, as well as capital projects, to cost-effectively address these four goals. The assessments include findings on the systems' ability to provide adequate water and wastewater capacity to support the Master Plan level of development; meet State and federal regulations that include increasingly more stringent water quality standards; provide reliable service due to aging infrastructure which requires increased maintenance; and evaluate the vulnerabilities, threats, and consequences from potential hazards and prepare emergency response plans. The Water System Studies provide guidance on treatment and distribution systems. The Risk and Resilience Assessment considers natural hazards and malevolent acts on the Water System and the Emergency Response Plan includes plans and procedures to respond to natural hazards or malevolent acts that threatens safe drinking water. Wastewater Studies provide guidance on the collection systems in the Rock Creek, Watts Branch, and



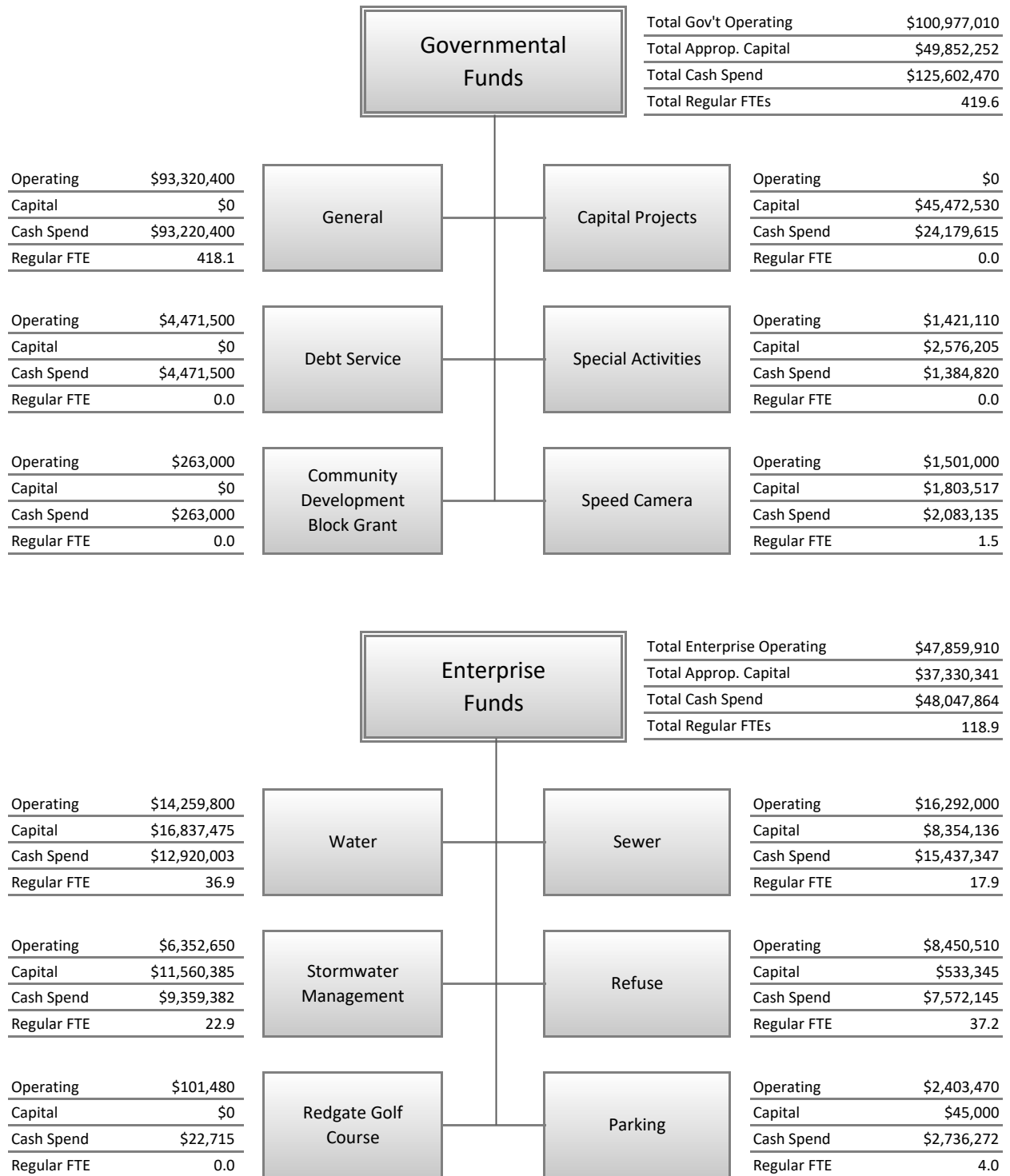
Cabin John sewer sheds. For additional information, please contact the Department of Public Works at (240) 314-8500 or visit the city's website.

Watershed Management Plans

High levels of runoff and urban pollutants from existing development in Rockville exacerbate stream erosion and degrade water quality and aquatic life. To address these problems, the city has conducted assessments of the health of the city's three watersheds. These assessments include findings on overall stream conditions including stream side habitat, erosion, sources of pollution, and strategies to restore and maintain the waterways. Rockville's Clean Water Act permits (issued by the Maryland Department of the Environment on behalf of the U.S. Environmental Protection Agency) ensure that none of the city's own activities threaten the quality of Rock Creek, Watts Branch, and/or Cabin John Creek, and support State initiatives to improve the Potomac River and the Chesapeake Bay. The permits also dictate the minimum requirements for the city's stormwater management and sediment control programs. For additional information, please contact the Environmental Management Division at (240) 314-8870 or visit the city's environmental website.



City of Rockville Fund Structure





Consolidated Financial Summary

The Consolidated Financial Summary presents total resources and total uses by fund type for the City of Rockville's 11 operating funds for FY 2021, FY 2022, and FY 2023. The accounts are organized into governmental funds ("gov't funds") and enterprise funds.

Governmental funds are those through which most governmental functions of the city are financed. The acquisition, use, and balance of the city's expendable financial resources and the related liabilities (except for those accounted for in the enterprise funds) are accounted for through governmental funds. The city's governmental funds are the General Fund, the Special Activities Fund, the Community Development Block Grant Fund, the Speed Camera Fund, the Capital Projects Fund (multi-year capital), and the Debt Service Fund.

The city uses enterprise funds to account for operations financed and operated in a manner similar to private business enterprises where the cost of expenses, including both operating and capital, are financed or recovered from the users of the services rather than general taxpayers. The city's enterprise funds are the Water, Sewer, Refuse, Parking, Stormwater Management, and RedGate Golf Course funds.

Budgets for governmental and enterprise funds are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Accordingly, all governmental fund budgets are presented on the modified accrual basis of accounting. Under this method of accounting, revenue and other governmental fund resources are recognized in the accounting period in which they become susceptible to accrual, or when they become both "measurable and available" to finance current operating expenditures for the fiscal period.

The enterprise fund budgets are presented on the full accrual basis of accounting. Under this method of accounting, revenue is recognized when earned and expenses are recognized when they are incurred. For example, earned but unbilled utility revenues are accrued and reported in the financial statements the same way they are incorporated within the operating budget. Enterprise fund capital purchases are budgeted in the operating budget and recorded as expenses during the year; at year-end, they are capitalized for financial statement purposes.

The City Manager has the authority to transfer budgeted amounts between departments within any fund during the year, but changes in the total appropriation level for any given fund can only be enacted by the Mayor and Council through an amendment to the appropriations ordinance. On average, the city amends the budget three to four times per fiscal year.

Budget amendments apply to both the operating and capital budgets. Generally, if expenditure authority is added to a fund, it must be accompanied by an offsetting revenue source. In some cases, the Mayor and Council have appropriated General Fund unassigned fund balance to fund high priority capital projects and/or other one-time needs. A copy of the budget appropriation ordinance is included in the Supplemental Information section of this book.



Consolidated Financial Summary: All Operating Funds by Type

	FY 2021 Actual			FY 2022 Adopted			FY 2023 Adopted		
	Gov't Funds	Enterprise Funds	Total All Funds	Gov't Funds	Enterprise Funds	Total All Funds	Gov't Funds	Enterprise Funds	Total All Funds
<i>Revenue</i>									
Property Taxes	44,327,269	147,019	44,474,288	44,890,000	159,000	45,049,000	45,950,000	124,000	46,074,000
Other Gov't.	24,758,690	315,001	25,073,691	23,588,610	315,000	23,903,610	28,814,620	319,000	29,133,620
Fine/Forfeitures	2,177,374	329,356	2,506,730	2,483,000	434,980	2,917,980	2,853,000	434,980	3,287,980
Use Money/Prop.	2,358,238	115,740	2,473,978	2,626,690	175,910	2,802,600	2,452,820	129,610	2,582,430
Charges for Serv.	3,007,790	39,467,129	42,474,919	6,900,720	41,105,750	48,006,470	7,476,000	42,076,250	49,552,250
Licenses/Permits	2,832,775	146,396	2,979,171	3,452,130	525,730	3,977,860	3,336,630	525,730	3,862,360
Other Revenue	4,518,238	1,683,687	6,201,925	5,466,230	853,620	6,319,850	5,474,710	892,790	6,367,500
Total Revenue	83,980,374	42,204,328	126,184,702	89,407,380	43,569,990	132,977,370	96,357,780	44,502,360	140,860,140
Transfers In	5,985,440	2,303,320	8,288,760	4,646,410	1,881,390	6,527,800	4,569,730	1,502,460	6,072,190
Total Resources	89,965,814	44,507,648	134,473,462	94,053,790	45,451,380	139,505,170	100,927,510	46,004,820	146,932,330
Use of Reserves	578,857	929,063	1,507,920	134,500	1,598,160	1,732,660	49,500	1,855,090	1,904,590
Total (\$)	90,544,671	45,436,711	135,981,382	94,188,290	47,049,540	141,237,830	100,977,010	47,859,910	148,836,920
<i>Expenses</i>									
Personnel	49,370,070	11,387,615	60,757,685	53,718,060	12,370,400	66,088,460	57,785,350	12,923,070	70,708,420
Operating	13,755,884	8,573,538	22,329,422	17,511,610	9,716,770	27,228,380	18,950,570	10,041,440	28,992,010
Capital Outlay	2,196,912	871,132	3,068,044	1,866,050	1,347,330	3,213,380	2,791,090	2,495,890	5,286,980
Administrative	177,000	3,911,000	4,088,000	174,000	4,009,000	4,183,000	179,200	4,163,900	4,343,100
Other	2,544,003	10,306,638	12,850,641	2,789,350	10,924,940	13,714,290	3,135,290	11,234,940	14,370,230
Total Oper. Exp.	68,043,869	35,049,923	103,093,792	76,059,070	38,368,440	114,427,510	82,841,500	40,859,240	123,700,740
Principal	5,226,048	-	5,226,048	3,722,500	-	3,722,500	3,705,400	-	3,705,400
Interest	1,054,013	2,950,290	4,004,303	894,000	2,955,420	3,849,420	766,100	3,008,385	3,774,485
CIP Transfer	7,507,000	-	7,507,000	7,000,000	-	7,000,000	7,000,000	-	7,000,000
Transfers Out	6,962,170	306,590	7,268,760	6,194,610	333,190	6,527,800	5,720,030	352,160	6,072,190
Total Use	88,793,100	38,306,803	127,099,903	93,870,180	41,657,050	135,527,230	100,033,030	44,219,785	144,252,815
Add. to Reserves	1,751,571	7,129,908	8,881,479	318,110	5,392,490	5,710,600	943,980	3,640,125	4,584,105
Total (\$)	90,544,671	45,436,711	135,981,382	94,188,290	47,049,540	141,237,830	100,977,010	47,859,910	148,836,920



FY 2023 Financial Summary: All Operating Funds

The financial summaries on the next three pages present total resources and total appropriated uses for the City of Rockville's 11 operating funds for FY 2023. The summaries offer different presentations of data including the relationships between category and fund, department and fund, and category and department. The total FY 2023 operating budget equals \$148.8 million, an increase of 5.4 percent from FY 2022.

The taxpayer-supported General Fund is the largest component, constituting 62.7 percent or \$93.3 million of the total budget. The city's four utility funds, which include Water, Sewer, Refuse, and Stormwater Management, make up 30.5 percent or \$45.4 million of the budget.

The individual fund financial summaries on the pages that follow the total summaries include historical, current, and projected financial information for each of the city's appropriated governmental and enterprise funds. Following each individual fund summary is detailed information about the fund, including major revenue sources and financial position relative to policy targets and goals.

Budget Availability

The FY 2023 Operating Budget and Capital Improvements Program is available at rockvillemd.gov/budget. Also on the website is a link to the Excel version of the budget, which details the budget in a line item format. In addition to FY 2023, the Excel version contains historic revenue and expenditure information back to FY 2015.

Forecast Assumptions

The forecast is intended to inform the public, staff, and the elected body of the long-term impact that may result from short-term resource allocation decisions.

The expenditure budget estimates for FY 2024 through FY 2027 are based on different forecasting techniques or methods. The rationale for using one method over another depends on the type of expenditure. For expenditures that fluctuate, like capital outlay, conservative estimates that most closely match current trends are assumed. For expenditures that are linked to more specific activities or quantities, such as personnel and debt service, trend analysis or known schedules to determine future expenditures are used.

General assumptions that are consistent throughout all funds include: no change to the number of funded positions, increases in personnel costs of 4 to 5 percent (includes increases of approximately 4.5 percent to salary and 5 percent increases to benefits), increases in operating costs between 1 and 3 percent, vehicle replacements as outlined in the Supplemental Information section, changes in administrative charges consistent with the plan approved by the Mayor and Council in FY 2018, and debt service payments and depreciation expenses consistent with current schedules and planned debt issues.

The revenue budget estimates for FY 2024 through FY 2027 are described on each fund page. In general, governmental funds are mostly supported by taxes, intergovernmental revenues, and administrative charges, whereas enterprise funds are mostly supported by charges for services, fines and forfeitures, and transfers from the General Fund.

The forecast is not intended to be used as a proposed budget for future years because of the certainty of future adjustments. The forecast is intended to inform staff and the elected body of the long-term impact that may result from short-term resource allocation decisions. In addition, due to the lasting impacts of the pandemic recovery, the FY 2023 budget will likely be amended.



FY 2023 Financial Summary: All Operating Funds by Category and Fund

Governmental Funds						Enterprise Funds						Total Operating
Revenue	General	Special Activities	CDBG	Speed Camera	Debt Service	Water	Sewer	Refuse	Parking	SWM	RedGate	
Property Taxes	45,950,000	-	-	-	-	-	-	-	124,000	-	-	46,074,000
Other Gov't.	28,551,620	-	263,000	-	-	-	-	-	319,000	-	-	29,133,620
Fines/Forfeiture	1,353,000	-	-	1,500,000	-	-	-	-	434,980	-	-	3,287,980
Use Money/Prop.	1,294,190	1,135,630	-	1,000	22,000	87,510	1,000	7,500	2,500	31,100	-	2,582,430
Charges for Serv.	7,446,000	30,000	-	-	-	13,491,700	15,973,450	6,656,500	224,820	5,729,780	-	49,552,250
Licenses/Permits	3,336,630	-	-	-	-	-	-	-	-	525,730	-	3,862,360
Other Revenue	5,388,960	85,750	-	-	-	328,430	317,550	18,100	198,170	29,140	1,400	6,367,500
Total Revenue	93,320,400	1,251,380	263,000	1,501,000	22,000	13,907,640	16,292,000	6,682,100	1,303,470	6,315,750	1,400	140,860,140
Transfers In	-	169,730	-	-	4,400,000	352,160	-	50,300	1,100,000	-	-	6,072,190
Total Resources	93,320,400	1,421,110	263,000	1,501,000	4,422,000	14,259,800	16,292,000	6,732,400	2,403,470	6,315,750	1,400	146,932,330
Use of Reserves	-	-	-	-	49,500	-	-	1,718,110	-	36,900	100,080	1,904,590
Total (\$)	93,320,400	1,421,110	263,000	1,501,000	4,471,500	14,259,800	16,292,000	8,450,510	2,403,470	6,352,650	101,480	148,836,920
Expenses												
Personnel	57,653,600	-	-	131,750	-	4,158,100	2,072,570	3,531,720	287,670	2,873,010	-	70,708,420
Operating	17,440,990	564,220	263,000	682,360	-	2,312,700	4,152,240	2,282,690	113,480	1,180,330	-	28,992,010
Capital Outlay	2,503,590	287,500	-	-	-	666,600	948,040	873,000	-	8,250	-	5,286,980
Administrative	-	-	-	179,200	-	1,410,500	608,400	1,218,400	129,300	797,300	-	4,343,100
Other	2,902,190	233,100	-	-	-	3,609,700	5,334,950	531,900	173,530	1,484,260	100,600	14,370,230
Total Oper. Exp.	80,500,370	1,084,820	263,000	993,310	-	12,157,600	13,116,200	8,437,710	703,980	6,343,150	100,600	123,700,740
Principal	-	-	-	-	3,705,400	-	-	-	-	-	-	3,705,400
Interest	-	-	-	-	766,100	1,050,000	1,120,000	12,800	715,900	9,500	880	3,675,180
CIP Transfer	7,000,000	-	-	-	-	-	-	-	-	-	-	7,000,000
Transfers Out	5,720,030	-	-	-	-	-	352,160	-	-	-	-	6,072,190
Total Use	93,220,400	1,084,820	263,000	993,310	4,471,500	13,207,600	14,588,360	8,450,510	1,419,880	6,352,650	101,480	144,153,510
Add. to Reserves	100,000	336,290	-	507,690	-	1,052,200	1,703,640	-	983,590	-	-	4,683,410
Total (\$)	93,320,400	1,421,110	263,000	1,501,000	4,471,500	14,259,800	16,292,000	8,450,510	2,403,470	6,352,650	101,480	148,836,920



FY 2023 Financial Summary: All Operating Funds by Department and Fund

Governmental Funds						Enterprise Funds						
	General	Special Activities	CDBG	Speed Camera	Debt Service	Water	Sewer	Refuse	Parking	SWM	RedGate	Total Operating
Revenue												
Mayor & Council	-	-	-	-	-	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-	-	-	-	-	-
City Manager	1,001,330	785,630	-	-	-	-	-	-	-	-	-	1,786,960
CPDS	3,707,060	-	-	-	-	-	-	-	-	-	-	3,707,060
Finance	-	-	-	-	-	-	-	-	-	-	-	-
HCD	392,590	35,250	263,000	-	-	-	-	-	-	-	-	690,840
HR	10,900	-	-	-	-	-	-	-	-	-	-	10,900
IT	-	-	-	-	-	-	-	-	-	-	-	-
Police	2,214,950	-	-	1,500,000	-	-	-	-	659,800	-	-	4,374,750
Public Works	692,140	350,000	-	-	-	467,210	600,450	15,000	-	857,510	-	2,982,310
Rec. & Parks	6,378,610	250,230	-	-	-	-	-	-	-	-	-	6,628,840
Non-Depart.	78,922,820	-	-	1,000	4,422,000	13,793,590	15,691,550	6,717,400	1,743,670	5,458,240	1,400	126,750,670
Total Revenue	93,320,400	1,421,110	263,000	1,501,000	4,422,000	14,259,800	16,292,000	6,732,400	2,403,470	6,315,750	1,400	146,932,330
Use of Reserves	-	-	-	-	49,500	-	-	1,718,110	-	36,900	100,080	1,904,590
Total (\$)	93,320,400	1,421,110	263,000	1,501,000	4,471,500	14,259,800	16,292,000	8,450,510	2,403,470	6,352,650	101,480	148,836,920
Expenses												
Mayor & Council	990,630	-	-	-	-	-	-	-	-	-	-	990,630
City Attorney	1,464,900	-	-	-	-	-	-	-	-	-	-	1,464,900
City Manager	6,463,170	353,340	-	-	-	-	-	-	-	-	-	6,816,510
CPDS	6,834,920	-	-	-	-	-	-	-	-	-	-	6,834,920
Finance	2,393,510	-	-	-	-	723,290	-	-	-	-	-	3,116,800
HCD	2,871,940	125,000	263,000	-	-	-	-	-	-	-	-	3,259,940
HR	2,034,940	-	-	-	-	-	-	-	-	-	-	2,034,940
IT	5,455,270	-	-	-	-	-	-	-	-	-	-	5,455,270
Police	12,483,540	-	-	783,180	-	-	-	-	347,610	-	-	13,614,330
Public Works	10,827,000	220,480	-	-	-	6,036,980	6,916,070	6,443,400	12,320	4,189,170	-	34,645,420
Rec. & Parks	25,711,350	386,000	-	-	-	-	-	-	-	-	-	26,097,350
Non-Depart.	15,689,230	-	-	210,130	4,471,500	6,447,330	7,672,290	2,007,110	1,059,950	2,163,480	101,480	39,822,500
Total Use	93,220,400	1,084,820	263,000	993,310	4,471,500	13,207,600	14,588,360	8,450,510	1,419,880	6,352,650	101,480	144,153,510
Add. to Reserves	100,000	336,290	-	507,690	-	1,052,200	1,703,640	-	983,590	-	-	4,683,410
Total (\$)	93,320,400	1,421,110	263,000	1,501,000	4,471,500	14,259,800	16,292,000	8,450,510	2,403,470	6,352,650	101,480	148,836,920



FY 2023 Financial Summary: All Operating Funds by Category and Department

	Mayor and Council	City Attorney	City Manager	Comm. Planning and Devel. Srv.	Finance	Housing and Community Devel.	Human Resources	Info. Technology	Police	Public Works	Recreation and Parks	Non-Depart.	Total Operating
Revenue													
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	46,074,000	46,074,000
Other Gov't.	-	-	-	-	-	648,590	-	-	748,450	6,600	117,520	27,612,460	29,133,620
Fines/Forfeiture	-	-	-	2,500	-	-	-	-	3,285,480	-	-	-	3,287,980
Use Money/Prop.	-	-	1,786,960	-	-	-	-	-	-	437,510	41,860	316,100	2,582,430
Charges for Serv.	-	-	-	562,930	-	-	2,900	-	275,820	1,942,470	6,193,630	40,574,500	49,552,250
License/Permits	-	-	-	3,141,630	-	-	-	-	65,000	525,730	-	130,000	3,862,360
Other Revenue	-	-	-	-	-	42,250	8,000	-	-	70,000	106,100	6,141,150	6,367,500
Total Revenue	-	-	1,786,960	3,707,060	-	690,840	10,900	-	4,374,750	2,982,310	6,459,110	120,848,210	140,860,140
Transfers In	-	-	-	-	-	-	-	-	-	-	169,730	5,902,460	6,072,190
Total Resources	-	-	1,786,960	3,707,060	-	690,840	10,900	-	4,374,750	2,982,310	6,628,840	126,750,670	146,932,330
Use of Reserves	-	-	-	-	-	-	-	-	-	-	-	1,904,590	1,904,590
Total (\$)	-	-	1,786,960	3,707,060	-	690,840	10,900	-	4,374,750	2,982,310	6,628,840	128,655,260	148,836,920
Expenses													
Personnel	655,010	1,349,540	4,262,600	6,033,840	2,602,750	1,832,730	1,686,470	3,250,280	11,184,960	17,865,320	17,572,980	2,411,940	70,708,420
Operating	259,020	115,360	643,890	681,080	489,450	417,670	348,470	2,052,310	2,376,570	12,666,230	7,211,910	1,730,050	28,992,010
Capital Outlay	-	-	252,200	-	3,600	-	-	152,680	52,800	3,790,570	1,035,130	-	5,286,980
Administrative	-	-	-	-	-	-	-	-	-	-	-	4,343,100	4,343,100
Other	76,600	-	1,657,820	120,000	21,000	959,240	-	-	-	323,300	277,330	10,934,940	14,370,230
Total Oper. Exp.	990,630	1,464,900	6,816,510	6,834,920	3,116,800	3,209,640	2,034,940	5,455,270	13,614,330	34,645,420	26,097,350	19,420,030	123,700,740
Principal	-	-	-	-	-	-	-	-	-	-	-	3,705,400	3,705,400
Interest	-	-	-	-	-	-	-	-	-	-	-	3,675,180	3,675,180
CIP Transfer	-	-	-	-	-	-	-	-	-	-	-	7,000,000	7,000,000
Transfers Out	-	-	-	-	-	50,300	-	-	-	-	-	6,021,890	6,021,890
Total Use	990,630	1,464,900	6,816,510	6,834,920	3,116,800	3,259,940	2,034,940	5,455,270	13,614,330	34,645,420	26,097,350	39,822,500	144,153,510
Add. to Reserves	-	-	-	-	-	-	-	-	-	-	-	4,683,410	4,683,410
Total (\$)	990,630	1,464,900	6,816,510	6,834,920	3,116,800	3,259,940	2,034,940	5,455,270	13,614,330	34,645,420	26,097,350	44,505,910	148,836,920



Projected Changes in Fund Balance: Governmental Funds

For governmental funds, the term fund balance is used to describe financial position or the cumulative difference between revenues and expenditures over the life of the fund. These amounts are not invested in capital assets nor have they been committed or assigned for encumbrances, self-insurance, or other purposes.

Below is a summary schedule that includes beginning fund balances, increases and decreases in fund balances, and projected ending fund balances for each of the city's appropriated governmental funds.

Following the summary schedule is a discussion of the funds that are projected to have a change in fund balance of 10 percent or more.

Projected Changes in Fund Balance: Governmental Funds

Fund	6/30/22 Est. Balance	FY 2023 Revenues	FY 2023 Expenditures	6/30/23 Est. Balance	% Change
General*	20,553,129	93,320,400	93,220,400	20,653,129	0.5%
Spec. Act. **	7,209,630	1,421,110	1,384,820	7,245,920	0.5%
CDBG	-	263,000	263,000	-	N/A
Speed***	928,395	1,501,000	2,083,135	346,260	-62.7%
Debt Serv.	214,837	4,422,000	4,471,500	165,337	-23.0%
Capital	22,612,163	8,661,648	24,179,615	7,094,196	-68.6%
Total (\$)	51,518,154	109,589,158	125,602,470	35,504,842	-31.1%

* The 6/30/22 estimated balance reflects a \$1.1 million reduction for fund balance commitments made on the FY 2023 budget ordinance.

** FY 2023 Expenditures include \$300,000 in capital spending.

*** FY 2023 Expenditures include \$1.1 million in capital spending.

Speed Camera Fund: The fund balance in the Speed Camera Fund will decrease by 62.7 percent or \$582,135 due to the projected use of reserves for transportation projects in the capital budget. In addition to covering the personnel and operating expenses of the safe speed program, excess reserve funds are used to promote pedestrian and bicycle safety CIP projects and the city's Vision Zero initiative. This use is consistent with Maryland State law that restricts the funds for public safety purposes.

Debt Service Fund: The fund balance in the Debt Service Fund is projected to decrease by 23 percent or \$49,500 due to the city's planned use of reserves. The Debt Service Fund is balanced over a five year period, with a reserve target equal to 10 percent of the average annual outstanding principal payment. The estimated 6/30/23 balance is in compliance with the reserve target.

Capital Projects Fund: The fund balance in the Capital Projects Fund is estimated to decrease by 68.6 percent or \$15.5 million due to the city's planned use of reserves that are currently appropriated for capital projects. This is a multi-year program that continually carries a large balance from year to year. Similar to the Debt Service Fund, this Fund is balanced over a five year period, with the ultimate goal of maintaining a positive cash balance each planned year.



Projected Changes in Cash Balance: Enterprise Funds

An important component of financial position for an enterprise fund is cash. Cash, which represents all cash or cash equivalents in an enterprise fund, is similar to a governmental fund balance because it focuses on near-term liquidity. The cash balances are derived from the cash flows that are established for each fund.

For the city's utility funds, rates are set based on cash flow models that differ from budget forecasts because they include actual cash outlays, whereas the budget forecast is consistent with Generally Accepted Accounting Principles (GAAP).

Below is a summary schedule that includes beginning cash balances, increases and decreases in cash balances, and projected ending cash balances for each of the city's appropriated enterprise funds.

Following the summary schedule is a discussion of the enterprise funds that are estimated to be out of compliance with the city's Financial Management Policies at the end of FY 2023.

Projected Changes in Cash Balance: Enterprise Funds

Fund	6/30/22 Est. Balance	FY 2023 Cash In	FY 2023 Cash Out	6/30/23 Est. Balance	% Change
Water	1,059,292	14,031,477	12,920,003	2,170,766	104.9%
Sewer	2,991,516	15,958,523	15,437,347	3,512,692	17.4%
Refuse	1,851,036	6,722,273	7,572,145	1,001,164	-45.9%
Parking	593,646	2,561,151	2,736,272	418,525	-29.5%
SWM	7,743,831	6,306,841	9,359,382	4,691,290	-39.4%
RedGate	(94,419)	-	22,715	(117,134)	-24.1%
Total (\$)	14,144,902	45,580,265	48,047,864	11,677,303	-17.4%

Water Fund: The Water Fund, although positive, continues to be out of compliance with the city's Financial Management Policies, which requires a six month operating reserve balance. In FY 2021, the city performed a comprehensive utility rate study that evaluated the cost of water and sewer service by property classification. This study focused on bringing the Water and Sewer funds into compliance with the city's financial policies, while improving equity in the city's billing structure. The results of the study were presented and discussed during calendar year 2021, and in November 2021, the Mayor and Council adopted rates and a new rate structure for the second half of FY 2022, FY 2023, and FY 2024.

Water Fund (continued): Due to changes in customer conservation efforts and usage reductions during the pandemic, the Water Fund is no longer projected to be in compliance with the city's Financial Management Policy reserve target by the end of the forecast period. The utility financial model will be reviewed in the next year to evaluate the impact of changes in customer usage.

Sewer Fund: The Sewer Fund, although positive, continues to be out of compliance with the city's Financial Management Policies, which requires a six month operating reserve balance. In FY 2021, the city performed a comprehensive utility rate study that evaluated the cost of water and sewer service by property classification. This study focused on bringing the Water and Sewer funds into compliance with the city's financial policies, while improving equity in the city's billing structure. The results of the study were presented and discussed during calendar year 2021, and in November 2021, the Mayor and Council adopted rates and a new rate structure for the second half of FY 2022, FY 2023, and FY 2024.

Due to changes in customer conservation efforts and usage reductions during the pandemic, the Sewer Fund is no longer projected to be in compliance with the city's Financial Management Policy reserve target by the end of the forecast period. The utility financial model will be reviewed in the next year to evaluate the impact of changes in customer usage.

RedGate Golf Fund: The cash balance in the RedGate Golf Fund is negative due to the closure of the course in FY 2019. The Mayor and Council decided in late-FY 2019 that the property would no longer operate as a golf course. During FY 2020, the Mayor and Council decided that the RedGate property will be used for passive and active recreation opportunities, and therefore covered by the General Fund. City staff is moving forward with the planning of the property.

Current expenses in the RedGate Fund include the debt service on past property improvements; the debt service ends in FY 2023 and the Fund will be closed at that time.



Financial Summary: General Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	42,167,988	42,551,677	44,327,269	44,890,000	45,950,000	47,097,761	48,188,826	49,301,712	50,436,857
Other Gov't.	22,774,302	23,200,905	24,560,191	23,325,610	28,551,620	30,251,645	31,878,016	32,852,635	33,414,257
Fines/Forfeitures	1,577,872	1,509,837	948,252	1,353,000	1,353,000	1,353,000	1,353,000	1,353,000	1,353,000
Use Money/Prop.	2,013,271	2,363,701	1,552,993	1,459,060	1,294,190	1,286,054	1,278,435	1,271,330	1,264,736
Charges for Serv.	7,778,785	5,471,802	2,995,775	6,870,720	7,446,000	7,590,709	7,738,313	7,888,868	8,042,435
Licenses/Permits	3,464,229	3,594,801	2,832,775	3,452,130	3,336,630	3,403,363	3,471,430	3,540,858	3,611,676
Other Revenue*	6,279,137	5,203,586	4,379,788	5,129,480	5,388,960	5,933,562	6,042,161	6,152,932	6,265,919
Total Revenue	86,055,584	83,896,309	81,597,043	86,480,000	93,320,400	96,916,093	99,950,180	102,361,337	104,388,879
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	86,055,584	83,896,309	81,597,043	86,480,000	93,320,400	96,916,093	99,950,180	102,361,337	104,388,879
Use of Reserves**	-	747,906	-	-	-	161,833	-	-	351,891
Total (\$)	86,055,584	84,644,215	81,597,043	86,480,000	93,320,400	97,077,926	99,950,180	102,361,337	104,740,770

* Includes hotel tax, miscellaneous revenues, and administrative charges from other funds.

** Although the forecast shows "Use of Reserves" to balance the budget in future years, it is the city's policy to balance with current resources.

The forecast is not intended to be used as a proposed budget for future years because of the certainty of future adjustments.

The forecast is intended to inform staff and the elected body of the long-term impact that may result from short-term resource allocation decisions.

<i>Expenditures</i>									
Personnel	49,833,485	51,146,070	49,247,562	53,591,640	57,653,600	59,976,683	62,282,061	64,583,162	66,985,166
Operating	13,954,003	13,092,371	12,515,227	15,465,650	17,440,990	17,762,332	17,984,632	18,233,763	18,484,895
Capital Outlay	2,488,291	2,096,886	1,797,328	1,578,050	2,503,590	2,309,635	1,474,505	1,390,530	1,695,858
Administrative	-	-	-	-	-	-	-	-	-
Other***	2,098,456	2,306,908	2,371,741	2,580,050	2,902,190	2,973,140	3,031,929	3,091,894	3,153,059
Total Oper. Exp.	68,374,235	68,642,235	65,931,858	73,215,390	80,500,370	83,021,791	84,773,127	87,299,349	90,318,978
Principal	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
CIP Transfer	8,448,000	9,800,000	7,507,000	7,000,000	7,000,000	8,550,000	8,850,000	9,850,000	9,850,000
Transfers Out	6,429,190	6,201,980	6,962,170	6,194,610	5,720,030	5,506,135	5,362,461	4,468,120	4,571,791
Total Use	83,251,425	84,644,215	80,401,028	86,410,000	93,220,400	97,077,926	98,985,588	101,617,469	104,740,770
Add. to Reserves	2,804,159	-	1,196,015	70,000	100,000	-	964,592	743,867	-
Total (\$)	86,055,584	84,644,215	81,597,043	86,480,000	93,320,400	97,077,926	99,950,180	102,361,337	104,740,770

*** Includes caregiver and outside agency grants and the city's annual contribution to Rockville Economic Development, Inc. (REDI).

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal: Maintain an unassigned fund balance of at least 20 percent of annual adopted revenue.									
	👍	👍	👍	👍	👍	👍	👍	👍	👍



General Fund

Purpose of Fund: The General Fund is the general operating fund of the city, and is used to account for all financial resources except those required to be accounted for in another fund.

Fund Policy: Current year operating expenditures must be funded with current year revenues, inclusive of debt service. General Fund expenditures may exceed revenues in a given year only when the additional spending is funded by beginning fund balance and only for CIP expenditures or other one-time or non-recurring expenditures, as authorized by the Mayor and Council.

User of Service: All residents, businesses, and visitors of the city benefit from the operations of the General Fund.

Budget Statistics: The General Fund makes up 62.7 percent of the total operating budget, and supports 418.1 regular FTEs, all general operating and administrative costs of the city, and 37 capital projects. The General Fund supports all or part of the budgets for all eleven of the city's departments.

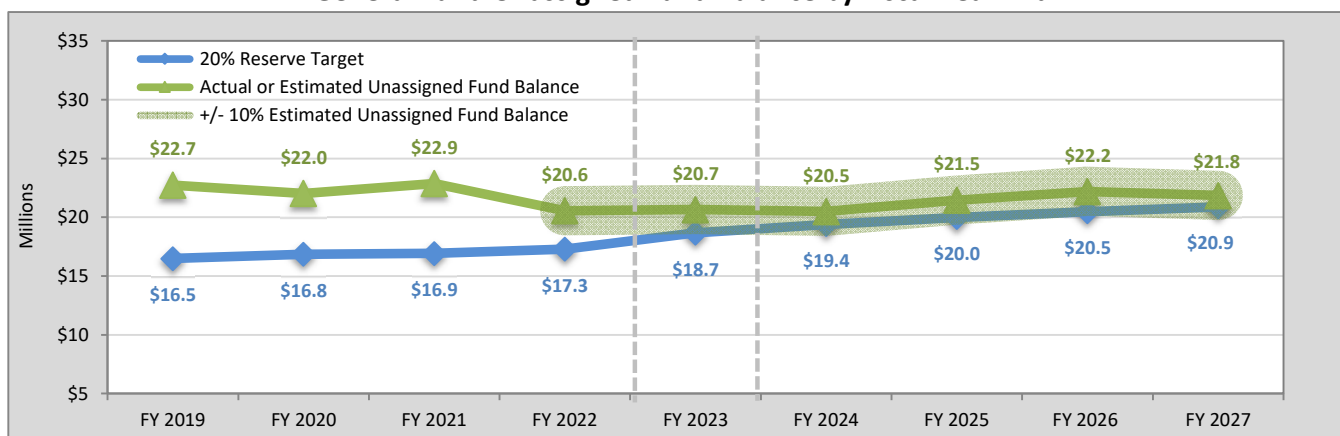
Special Notes: It is the city's policy to maintain a General Fund contingency account equal to a maximum of 1 percent of the city's General Fund budgeted appropriations. This account is available for unanticipated, unbudgeted expenditures of a non-recurring nature and/or unexpected cost increases that require the City Manager's approval. All spending from the contingency account is reported to the Mayor and Council on a quarterly basis. The contingency account for FY 2023 equals \$350,000, which is well below the policy limit of \$933,200.

Fund Balance: It is the city's policy to maintain an unassigned fund balance ("reserve") of at least 20 percent of annual adopted General Fund revenue. The unassigned fund balance is defined as the accumulation of General Fund revenues that exceed General Fund expenditures, less the portion of the fund balance that is considered nonspendable, restricted, committed, or assigned. The purpose of this balance is to mitigate risks of economic uncertainty and to ensure the orderly provision of services to residents. Use of funds below the 20 percent required level must be approved by specific action of the Mayor and Council.

To the extent that the General Fund unassigned fund balance exceeds the target, the city may draw upon the fund balance to provide paygo financing for capital projects, for other one-time capital items, or for additional contributions to reduce the other post employment benefit or pension unfunded liabilities. In addition, Mayor and Council or the City Manager may commit or assign the fund balance that exceeds the target, respectively.

Along with the adoption of the FY 2023 budget, the Mayor and Council committed \$1.1 million of excess fund balance for multiple items, including a 1 percent retiree cost of living increase, the replacement of a wooden fire escape at the Mansion, a human services needs assessment, replacement of police tasers, continuity of operations and emergency planning, and fall protection solutions for the Swim and Fitness Center. Unprogrammed supplemental tax duplication revenues received during FY 2022 added to the city's reserves exceeding the target.

General Fund Unassigned Fund Balance by Fiscal Year End





General Fund Revenue Detail

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	Percent Change
Property Taxes	44,327,269	44,890,000	45,950,000	2.4%
Real Property Tax *	40,662,831	41,500,000	42,320,000	2.0%
Personal Property Tax *	3,535,650	3,300,000	3,540,000	7.3%
Interest on Taxes	128,788	90,000	90,000	0.0%
From Other Gov't.	24,560,191	23,325,610	28,551,620	22.4%
Income Tax *	16,631,367	16,000,000	16,800,000	5.0%
Tax Duplication *	2,409,750	2,800,680	6,593,160	135.4%
Highway User *	2,763,951	2,600,000	2,887,000	11.0%
Police Protection Grant *	710,328	740,000	740,000	0.0%
Admissions & Amusement Tax *	312,323	700,000	1,000,000	42.9%
Linkages to Learning Grant	273,825	267,900	274,430	2.4%
Youth & Family Services Grant	79,701	139,960	161,160	15.1%
Recreation Grants	65,495	21,720	21,720	0.0%
Traffic Signal Reimbursement	8,745	6,600	6,600	0.0%
PILOT Reimburse. from County	13,265	13,300	13,300	0.0%
Mowing Reimbursement from State	23,604	15,740	15,740	0.0%
Miscellaneous Grants	1,267,837	19,710	38,510	95.4%
Fines & Forfeitures	948,252	1,353,000	1,353,000	0.0%
Municipal Infractions	5,200	2,500	2,500	0.0%
Redlight Camera Citations *	913,402	1,342,500	1,342,500	0.0%
Confiscated Funds	29,650	8,000	8,000	0.0%
Use of Money & Prop.	1,552,993	1,459,060	1,294,190	-11.3%
Cable Franchise Fees *	865,301	850,000	850,000	0.0%
Interest Earnings *	206,935	200,000	250,000	25.0%
Land Rental	166,914	151,330	151,330	0.0%
Building Rental	516,778	256,730	41,860	-83.7%
Other	(202,935)	1,000	1,000	0.0%
Licenses and Permits *	2,832,775	3,452,130	3,336,630	-3.3%
Traders Licenses	108,947	130,000	130,000	0.0%
Building Permits	1,474,849	1,935,630	1,925,630	-0.5%
Rental Licenses	1,007,145	1,200,000	1,200,000	0.0%
Animal Licenses	61,976	65,000	65,000	0.0%
Other Licenses	179,858	121,500	16,000	-86.8%

* Revenue source is described on the pages following the General Fund Revenue Detail tables.



General Fund Revenue Detail (continued)

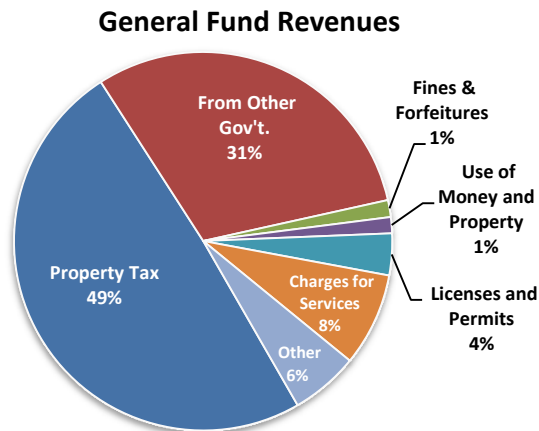
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	Percent Change
Charges for Services *	2,995,775	6,870,720	7,446,000	8.4%
Forestry Develop. Review Fees	23,861	50,000	50,000	0.0%
Recreation Program Fees	986,953	3,073,800	3,443,490	12.0%
Zoning Fees	85,230	100,000	100,000	0.0%
Charges for Police Services	536	30,000	30,000	0.0%
Sale of Materials	9,340	20,000	7,000	-65.0%
Fire Safety Fees	230,370	289,250	306,050	5.8%
Fire Review Fees	52,047	101,880	101,880	0.0%
Public Works Permits	404,010	663,540	663,540	0.0%
Swim Team Dues	681,933	565,840	675,000	19.3%
Membership Fees	346,431	699,000	699,000	0.0%
Rec. and Parks Concessions	2,513	12,250	14,250	16.3%
Facility Rental Fees	37,378	715,060	773,150	8.1%
Special Events Fees	25,125	64,200	79,200	23.4%
Theme Park Tickets	-	24,710	41,040	66.1%
Fitzgerald Theatre Tickets	1	36,060	40,000	10.9%
Internal Facility Use	1,657	32,630	33,000	1.1%
Merchandise Sales	4,734	7,000	7,000	0.0%
Swim and Fitness Center Fees	85,626	350,350	350,350	0.0%
Fitness Classes	4,092	6,000	2,900	-51.7%
Other Fees	13,938	29,150	29,150	0.0%
Other Revenue	4,379,788	5,129,480	5,388,960	5.1%
Community Contributions	4,085	54,100	59,100	9.2%
Hotel Tax *	371,021	500,000	600,000	20.0%
Sale of Vehicles	86,699	18,000	22,000	22.2%
Miscellaneous Revenues	(185,977)	353,880	342,260	-3.3%
Miscellaneous Grants	15,000	20,000	22,000	10.0%
Recreation Fees	960	500	500	0.0%
Water Admin. Charge *	1,292,000	1,375,000	1,410,500	2.6%
Sewer Admin. Charge *	637,000	639,000	608,400	-4.8%
Refuse Admin. Charge *	1,119,000	1,137,000	1,218,400	7.2%
Parking Admin. Charge *	90,000	88,000	129,300	46.9%
Stormwater Admin. Charge *	773,000	770,000	797,300	3.5%
Speed Camera Admin. Charge *	177,000	174,000	179,200	3.0%
Total (\$)	81,597,043	86,480,000	93,320,400	7.9%

* Revenue source is described on the pages following the General Fund Revenue Detail tables.



General Fund Revenues

There are seven categories of revenues that make up the General Fund. These sources total \$93.3 million for FY 2023, an increase of 7.9 percent from FY 2022. Property taxes make up the largest portion, constituting nearly 50 percent of total revenues.



Property Tax: This category of revenue consists of taxes on the assessed value of real estate (including land and structures on the land) and taxes on the assessed value of personal property (inventory, furniture, and fixtures of business establishments). The tax rate is the amount levied per \$100 of assessed value, as determined by the State of Maryland Department of Assessments and Taxation (SDAT). The Mayor and Council establish the tax rate each year in order to finance General Fund activities.

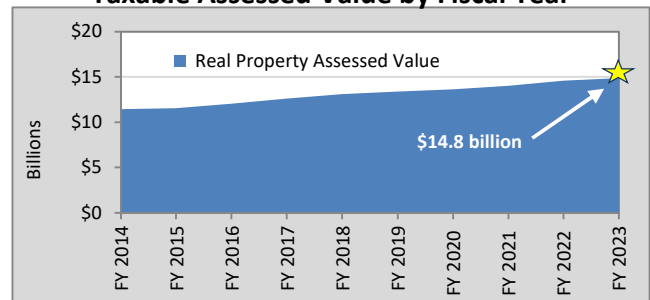
Real Property Tax: The City of Rockville's real property tax rate remains flat at \$0.292 for every \$100 of assessed value. SDAT reassesses real property every three years and tax bills are based on those assessments. For homeowners, any increase to assessed value is phased in equally over a three-year period, and the resulting increase in the property tax bill is capped at 10 percent. Any decrease is fully factored into the first full levy year after the assessment.

The real taxable assessed value from FY 2022 to FY 2023 increased by approximately 1.8 percent to \$14.8 billion. This will result in an increase in revenues of \$820,000. This assessment included the January 2022 (Group 1) reassessments. The total taxable assessed value is estimated to increase by 2.5 percent each year (including the value of new property), and the forecast assumes the tax rate will remain unchanged.

The FY 2023 through FY 2027 real property tax revenue includes \$400,000 for the city's Homeowners' Tax Credit (HTC) Program. The HTC Program is a State administered program that provides property tax credits to low- and moderate-income residents for taxes due on their principal residence. For FY 2023 and assumed throughout the forecast, households with gross incomes up to \$91,000 per year and a household net worth of less than \$200,000 (not including the value of the home and qualified retirement savings) could qualify for tax relief on the first \$495,000 of their home's assessed value. (Note: In FY 2021 SDAT notified the municipal jurisdictions that current State law does not give them the authority to calculate municipal credits, only county credits. As a result, the continuation of this program beyond FY 2023 is unknown at this time.)

In addition to the HTC, the city provides other tax waivers or tax credits to non-profit swimming pools, Fireside Park Apartments, and other RHE properties.

Taxable Assessed Value by Fiscal Year



Personal Property Tax: The City of Rockville's personal property tax rate remains unchanged at \$0.805 cents per \$100 of assessed value. In accordance with Maryland law, the personal property tax only applies to businesses. The city has enacted the following exemptions from personal property tax: (1) 82 percent of the value of commercial inventory; (2) 82 percent of the value of manufacturing or research and development inventory; and (3) 100 percent of the value of manufacturing or research and development machinery.

The FY 2023 budget assumes that taxable assessed values will total approximately \$435 million, which equates to an increase of \$240,000 in tax revenue. This estimate aligns with recent activity and assessments from FY 2021 and FY 2022. The forecast assumes the assessed value will increase by 2 percent per year.



General Fund Revenues (continued)

From Other Governments: This category of revenue consists of revenues from the federal government, State of Maryland, and Montgomery County. Nearly all of the revenue in this category comes from income tax, tax duplication, admission and amusement tax, highway user revenue, and police protection grant.

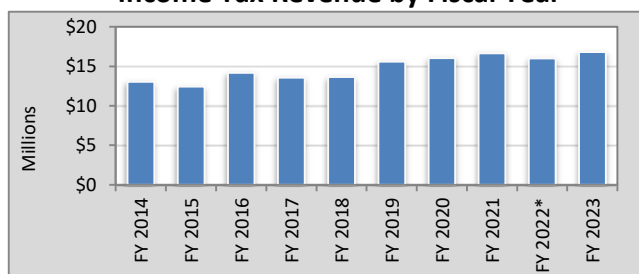
Income Tax: Income tax revenue is the second largest source of revenue in the General Fund. Income tax revenue consists of the city's share of income taxes received by the State of Maryland for returns filed from Rockville. Maryland counties can impose an income tax that is separate from the State income tax. In accordance with Maryland law, municipalities receive 17 percent of collected county income taxes. The County's income tax rate is 3.2 percent.

Starting in FY 2017, total income tax revenue was impacted by the Supreme Court decision on the *Wynne* case. The revenue payback from returns prior to FY 2017 as a result of the *Wynne* case is estimated at approximately \$400,000, spread over 80 quarterly installments starting in FY 2021. This repayment has minimal impact on Rockville's revenues.

The income tax estimate for FY 2023 is estimated at \$16.8 million, 5 percent higher than the FY 2022 adopted budget of \$16 million, but only 1 percent more than the FY 2021 actual of \$16.6 million. This revenue source is challenging to predict because it is based on individual income tax returns each year. Factors such as employment rates, capital gains, and wage growth all contribute to the amount of annual revenue.

Due to the variability of this revenue source, the General Fund forecast will assume a modest 2 percent increase each year throughout the forecast. This will be adjusted upward in future years if actual receipts continue to exceed the adopted budget.

Income Tax Revenue by Fiscal Year



* Estimated.

Tax Duplication: Tax duplication payments are received from Montgomery County as a partial reimbursement for services the County does not provide, but receives taxes from Rockville properties. Montgomery County passed legislation in March 2022 that more accurately acknowledges taxpayer-supported spending by Rockville and other municipalities in Montgomery County.

Rockville's elected officials and staff are pleased with the collaborative process that was undertaken by the Office of the County Executive and the Montgomery County Chapter of the Maryland Municipal League (MML). The County legislation codifies the municipal tax duplication formulas; alters the County Code to allow for reimbursement for Policing services; and sets forth an annual timeline for certifications, notifications, and payments.

Through a phased-in approach, full funding of over \$8 million will be achieved by FY 2025. This solution is long overdue and will help Rockville and other municipalities to address shortfalls created in previously underfunded years. Additionally, this priority legislation fosters a well-maintained transportation infrastructure network and superior police services, which support city residents and businesses.

The FY 2023 revenue estimate is consistent with the legislation and equals \$6.6 million, up from \$2.8 million in FY 2022. In addition to the FY 2022 adopted number, the County provided a supplemental appropriation of \$2.5 million which added to Rockville's revenue budget in FY 2022. For future years of the forecast, Rockville will assume what is estimated in the County legislation for FY 2024 and FY 2025 plus an inflationary factor of 2 percent for years after.

Admissions and Amusement Tax: The admissions and amusement tax is a local tax collected by the State of Maryland Comptroller's Office for jurisdictions in Maryland. The tax is imposed on the gross receipts from admissions, the use or rental of recreational or sports equipment, and the sale of merchandise, refreshments, or services at a place where entertainment is provided.

Rockville receives the largest amount of this revenue from movie theaters, indoor athletic facilities, and ice skating rinks.



General Fund Revenues (continued)

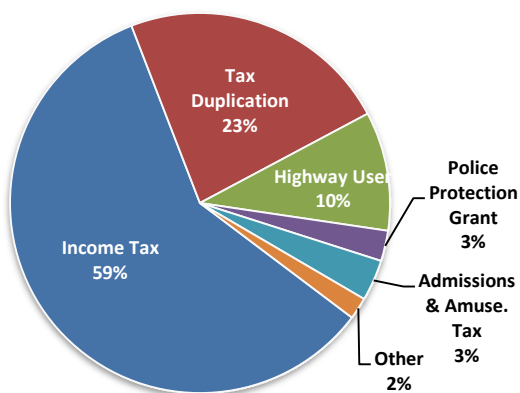
Revenues from this source have been as high as \$1.4 million before the pandemic hit in FY 2019. Since that time revenues have dropped dramatically because of the closure and/or limited hours and capacity of many indoor recreation facilities and motion pictures. The FY 2023 budget assumes revenues of \$1 million which is equal to the latest FY 2022 estimates and higher than FY 2021 actuals.

Until more information is known about post-pandemic behaviors, the forecast will remain at \$1 million for FY 2024 and then increase by 2 percent each year after. This revenue is paid to the city on a quarterly basis.

Highway User: Highway User Revenue (HUR), which is distributed by the State of Maryland based on a methodology that uses lane miles and registrations, peaked in FY 2007 at \$3.3 million. This revenue source supports the construction, reconstruction, and maintenance of the city's roads and streets.

For FY 2023, the city is projected to receive a total of \$2.9 million in highway user, which is more than the FY 2022 adopted budget, and FY 2021 actuals. This is the latest estimate from the Maryland State Highway Administration. In March 2022 the State announced that the share of transportation funding for local jurisdictions will increase from FY 2024 to FY 2027. The forecast reflects increases for this revenue based on a schedule of estimated allocations.

Revenues from Other Gov't.



Police Protection Grant: This revenue consists of an annual operating grant from the State of Maryland to the City of Rockville to assist with funding police protection services. The FY 2023 budget assumes \$740,000 and future years will increase by 2 percent per year, which is consistent with past trends and with communications from the State.

Fines and Forfeitures: Redlight camera citation revenues make up over 99 percent of this category. Revenue from redlight cameras dropped slightly from historic trends due to the reduction in vehicular traffic as a result of the pandemic as well as a reduction in functioning cameras. The FY 2023 budget is equal to the FY 2022 adopted budget and assumes 17,900 paid citations. The FY 2023 budget also assumes that the city's cameras are fully functioning. The city receives \$75 in revenue per paid citation; the city pays the vendor \$29.34 per paid citation. The forecast assumes flat revenues in this category.

Use of Money and Property: This revenue source is made up of cable franchise fees, land rental, building rental, and interest earnings. Cable franchise fees and interest earnings make up a majority of this revenue source for FY 2023.

Cable Franchise Fees: This revenue source represents franchise fees and operating grants paid to the city by Comcast and Verizon. In the State of Maryland, cable companies pay a franchise fee as partial compensation for the use of public rights-of-way under authority of federal law. The FY 2023 estimate for this category equals \$850,000, consistent with FY 2022. Starting in FY 2024 the forecast assumes a 2 percent decrease each year consistent with consumer behavior.

Interest Earnings: The second largest source in this category represents the interest that the city earns on investment accounts. In May 2019 the city began utilizing the services of an investment advisor/asset manager to assist with the investment of city funds, with the goal of diversifying the city's investment options and generating additional interest income. The FY 2023 estimate equals \$250,000, which is \$50,000 higher than FY 2022. The forecast will remain conservative and will increase by a modest 2 percent per year, and will be adjusted upwards if the markets indicate a larger change.



General Fund Revenues (continued)

Charges for Services: This revenue source comes from charges to users who individually benefit from a particular city service. Recreation services make up a majority of this category including swim team dues, recreation program fees, Swim and Fitness Center memberships, and other facility membership fees. This total revenue category increased from the FY 2022 adopted budget by 8.4 percent, or \$575,280.

The adopted revenue level suggests activity closer to pre-pandemic levels and is consistent with the level of current activity. Recreation services revenues are estimated to increase by 2 percent each year throughout the forecast to keep pace with general operating and program cost increases. Most other revenue sources in this category are estimated to remain flat or increase by a modest 2 percent from pre-pandemic levels.

Licenses and Permits: Nearly 94 percent of the revenue in this category comes from building permits and rental licenses. Building permit revenue consists of revenue received from permits issued for building construction, plumbing, sewer, water, and gas. Rental license revenue consists of licensing fees for the inspection of single- and multi-family dwelling units and hotels. Revenue decreased in this category due to a change in Maryland State law eliminating electrical licenses at the local level. This category of revenues is \$115,500 lower than the FY 2022 adopted budget.

Licenses and permits have been relatively impervious to the economic impacts of the pandemic. Staff estimates that both permits and licenses will increase by a modest 2 percent per year throughout the forecast.

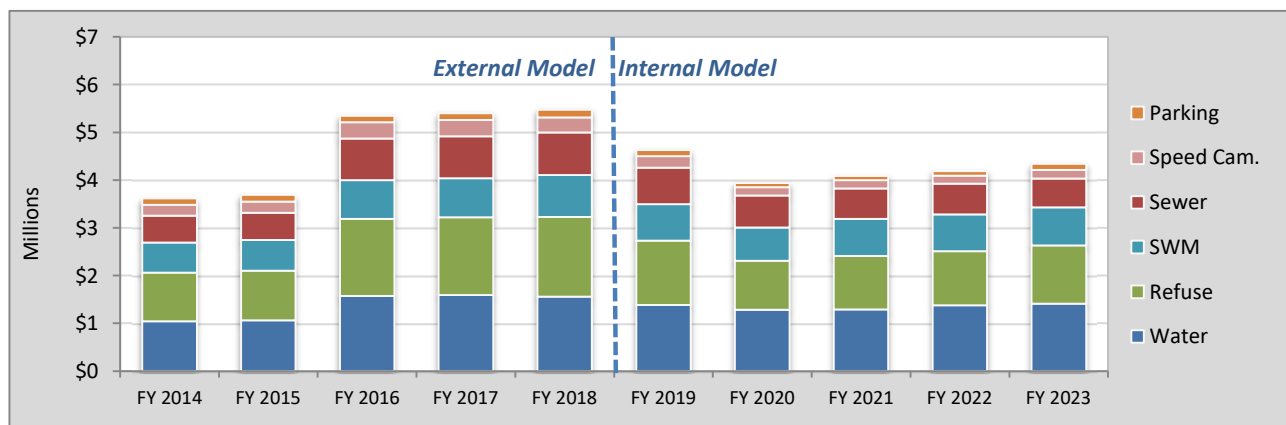
Other Revenue: This category is made up of revenue sources that are not consistent with the other categories. This revenue source is primarily made up of hotel tax, community contributions, miscellaneous revenues, and administrative charges.

Administrative Charges: This revenue source represents centrally budgeted administrative or "overhead" costs. Six of the city's operating funds pay for their share of overhead costs through an annual transfer to the General Fund.

The FY 2023 administrative charge revenue equals \$4.3 million based on the city's internal cost allocation model; this is \$160,100 more than what was adopted in FY 2022. (Note: As displayed in the graph, the city transitioned to an internal calculation in FY 2019.) This revenue source is estimated to increase by 2 percent for each year of the forecast.

Hotel Tax: This revenue source consists of the city's share of tax levied on a person who pays for a room or space at a hotel in Rockville. FY 2009 was the first year the city levied the 2 percent hotel tax. For FY 2021 and FY 2022, the city experienced dramatic reductions in hotel tax revenue because of the reduction in personal and professional travel. For FY 2023, the budget includes \$600,000, which is about half of pre-pandemic levels. Starting in FY 2024, the forecast will assume \$1 million in revenue with an inflationary factor of 2 percent for each year after.

General Fund Administrative Charges to Other Funds by Fiscal Year





General Fund Expenditure Detail

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	Percent Change
Personnel	49,247,562	53,591,640	57,653,600	7.6%
Regular Employee Wages *	34,322,808	35,789,360	38,280,560	7.0%
Temporary Employee Wages *	1,847,957	3,417,830	3,822,850	11.9%
Overtime *	898,027	887,500	905,510	2.0%
Benefits *	12,178,770	13,496,950	14,644,680	8.5%
Operating, Contractual Services *	8,201,323	10,146,670	11,454,600	12.9%
Consultants	350,932	582,540	604,650	3.8%
Professional Services	225,772	174,240	174,240	0.0%
Outside/Temporary Employees	182,991	298,200	371,010	24.4%
Artisans	20,565	116,390	133,500	14.7%
Digital Scanning	3,427	-	27,700	N/A
Phone and Internet Services	479,779	497,900	513,260	3.1%
Postage	162,475	143,750	143,750	0.0%
Advertising (Non Recruitment)	46,568	66,950	69,950	4.5%
Software Maint. and Subscriptions	1,158,703	1,373,870	1,797,570	30.8%
Property Tax Billing	166,648	172,000	174,750	1.6%
Janitorial Services	294,643	301,910	353,910	17.2%
Medical Exams	18,152	25,940	31,940	23.1%
Recruitment	74,877	21,900	21,900	0.0%
Travel, Training, Professional Devel.	372,590	562,975	688,920	22.4%
Contract Services	2,870,792	3,352,590	3,308,240	-1.3%
Alarm System	50,683	23,320	23,320	0.0%
Contract Equipment Maintenance/Repair	256,388	326,660	326,560	0.0%
Transportation Services	39,510	142,560	177,660	24.6%
Credit Card Charges	87,462	142,720	169,720	18.9%
Emergency Response Services	16,771	-	-	N/A
Refuse Dump Fees	9,560	9,135	9,240	1.1%
Uniform Rental and Cleaning	77,389	98,320	98,540	0.2%
Refuse Service	36,268	37,070	52,260	41.0%
Facility Rental (Non City Facility)	131,381	156,360	237,470	51.9%
Printing Contracts	73,826	158,040	160,700	1.7%
Equipment Rental	75,338	163,240	229,950	40.9%
Internal City Facility Rental	1,657	48,140	51,220	6.4%
Property and Liability Insurance	549,126	628,230	648,560	3.2%
Equipment Lease	86,794	91,450	92,660	1.3%
Vehicle Lease	280,256	430,270	761,450	77.0%

* Expenditure item/category is described on the pages following the General Fund Expenditure Detail tables.



General Fund Expenditure Detail (continued)

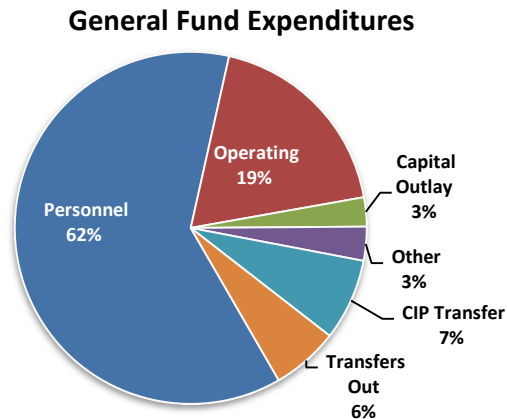
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	Percent Change
Operating, Commodities *	4,313,904	5,318,980	5,986,390	12.5%
Electricity	1,412,998	1,761,040	1,822,610	3.5%
Heating Fuel	243,631	225,630	249,010	10.4%
Gasoline/Oil	293,250	352,690	482,040	36.7%
Water Charges	69,455	164,970	150,400	-8.8%
Sewer Charges	57,664	127,480	112,040	-12.1%
SWM Fees	193,342	202,490	203,960	0.7%
Equipment Parts	333,491	312,380	320,480	2.6%
Program/Maintenance Supplies	703,244	1,239,010	1,337,490	7.9%
Chemicals	363,364	253,980	255,980	0.8%
Trophies And Award	5,425	9,650	9,320	-3.4%
Uniforms/Staff Shirts	96,600	131,560	130,960	-0.5%
Boards And Commissions Support	833	5,600	5,600	0.0%
General Fund Contingency *	-	310,000	350,000	12.9%
Vehicle Preparation Costs	37,531	35,380	36,180	2.3%
Theme Park Tickets	-	24,710	41,040	66.1%
Emergency Response Supplies	226,536	-	-	N/A
Furniture and Equipment < \$5000	276,540	162,410	479,280	195.1%
Capital Outlay *	1,797,328	1,578,050	2,503,590	58.7%
Major Repairs	706,998	652,100	905,000	38.8%
Special Projects	577,530	105,000	185,000	76.2%
Vehicle Replacement *	47,570	194,650	1,077,280	453.4%
Equipment & Tools	68,111	146,700	126,630	-13.7%
Computer/Communication Equipment	238,852	475,000	204,880	-56.9%
Computer Software	32,644	4,600	4,800	4.3%
Emergency Response Capital	125,623	-	-	N/A
Other *	2,371,741	2,580,050	2,902,190	12.5%
Other Misc Expenses	10,906	33,680	33,680	0.0%
Hotel Tax Payments	13,036	17,500	21,000	20.0%
Outside/Caregiver Grants *	2,347,799	2,528,870	2,847,510	12.6%
CIP Transfer *	7,507,000	7,000,000	7,000,000	0.0%
Transfers Out	6,962,170	6,194,610	5,720,030	-7.7%
Transfer To Parking Fund *	1,950,000	1,500,000	1,100,000	-26.7%
Transfer To Debt Service Fund *	4,800,000	4,500,000	4,400,000	-2.2%
Transfer To Refuse Fund *	46,730	48,200	50,300	4.4%
Transfer To Special Activities Fund *	165,440	146,410	169,730	15.9%
Total (\$)	80,401,028	86,410,000	93,220,400	7.9%

* Expenditure item/category is described on the pages following the General Fund Expenditure Detail tables.



General Fund Expenditures

There are six categories of expenditures that make up the General Fund. These expenditures total \$93.2 million for FY 2023, an increase of 7.9 percent from FY 2022. Personnel expenditures make up the largest portion, constituting 62 percent.



Personnel: This category of expenditures consists of regular employee wages, temporary employee wages, overtime, and benefits. This category increased by 7.6 percent or \$4.1 million from FY 2022 to FY 2023.

Regular Employee Wages: The FY 2023 budget equals \$38.3 million for regular employee wages. The budget includes a 1.5 percent cost of living adjustment, steps or performance based increments for all employees, the addition of three new steps to the police pay scale, the implementation of the results from the latest Compensation and Classification Study, and 12.7 new full time equivalent positions. The forecast assumes an overall regular wage increase of 4.5 percent each year; this increase includes both cost of living and step and performance based increments.

Temporary Employee Wages: The FY 2023 budget equals \$3.8 million, a significant increase from FY 2022. The majority of the temporary employees are in the Department of Recreation and Parks. The adopted budget assumes that recreation programs and community centers will be back to normal operations; operations were limited in FY 2021 and FY 2022 due to the pandemic.

For FY 2023, the City of Rockville will continue to follow Montgomery County's hourly minimum wage rate, which is set to equal \$15.65 on July 1, 2022. This is a 4 percent increase from the \$15.00 minimum wage in FY 2022.

The temporary employee wages category is estimated to increase by 3 percent each year throughout the forecast. For future years, Montgomery County's minimum wage is set to increase by an inflationary factor each year.

Overtime: The overtime budget for FY 2023 equals \$905,510, a 2 percent increase from FY 2022. Overtime is estimated to increase by 4 percent each year throughout the forecast, which is consistent with regular employee annual wage increases for Police and AFSCME. Approximately 62 percent of overtime is allocated to the Police Department.

Benefits: Benefits increased by \$1.1 million or 8.5 percent from FY 2022. City covered benefits for FY 2023 include: allowances, disability pay, retirement, health and dental insurance (including post employment benefits), life insurance, and employee leave buyback. Each benefit is described in more detail below and on the following page.

Allowances include cell phone, car, and meal and shoe allowances that vary by department. This category of expenses remained relatively flat at \$155,540 (\$189,780 all Funds) for FY 2023. There are 285.4 FTEs budgeted to receive allowances in FY 2023.

Disability pay remained relatively flat at \$64,260. This category will experience reductions over time due to the phasing out of IPP participants when they reach normal retirement age. In FY 2019, current IPP members were grandfathered into IPP (currently two members are grandfathered), while a new long-term disability program became available for eligible employees.

The city's retirement program consists of a defined benefit (DB) plan and a defined contribution (Thrift) plan. Each employee group contributes different amounts toward their retirement, and accordingly earns a different benefit. Administrative and AFSCME employees are in both the DB and Thrift plans, while Police employees are only in the DB plan.

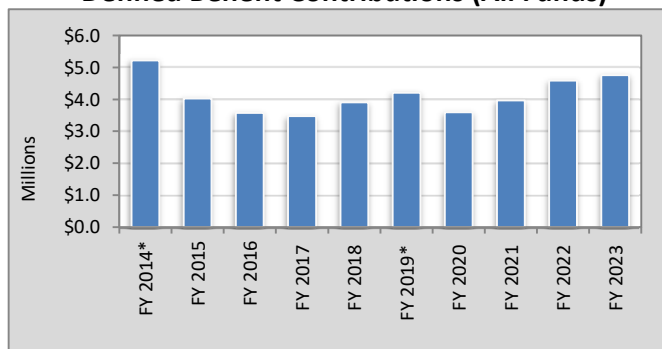


General Fund Expenditures (continued)

For FY 2023, the city's General Fund contribution to the DB plan equals \$3.9 million (\$4.8 million all funds), which is an increase of 3.9 percent from FY 2022. The FY 2023 and future years' contribution estimates are consistent with the annual report prepared by the city's actuary, which considers factors such as actual experience, market assumptions, and projected compensation increases. For FY 2024 through FY 2027, the city's contribution is estimated between \$3.2 and \$3.7 million for the General Fund (\$4.0 and \$4.6 million all funds) based on the July 1, 2021, Valuation Report.

After the city contributes the required amount in FY 2023, the funded ratio for the pension plan is projected to equal 84.6 percent and will continue to increase over the forecasted period. The funded ratio increased and the annual contributions decreased compared to prior valuation reports due to the recent gains from investment activity.

Defined Benefit Contributions (All Funds)



* For FY 2014, the City contributed an extra three months due to a change in the dates for the plan year. For FY 2019, the City funded a 1 percent cost of living adjustment for current retirees.

For the Thrift plan, the city matches employees' contributions with 50 cents for every dollar contributed by the employee; employees can contribute between 1 and 5 percent of their salary. The FY 2023 budget for the city's match increased by 9.1 percent to \$708,070 in the General Fund (\$902,900 all funds). In addition to the matching Thrift plan, chartered employees and at-will employees receive an additional contribution consistent with their contracts. This contribution increased by less than 1 percent to \$247,630 for FY 2023. This total category of expenses will increase by 4.5 percent each year, consistent with the assumed increase for regular wages.

Health insurance increased by 18.4 percent in the General Fund from FY 2022 to FY 2023. The city currently offers several different types of health insurance plans under two providers. Health insurance is available to all regular full- and part-time employees and their eligible dependents, although part-time employees are responsible for a greater percentage of the cost.

The forecast assumes an annual increase of 5 percent for health insurance, which is consistent with the city's desire to limit the amount of annual increases by changing providers and/or plan designs. There are 415.8 FTEs budgeted across all funds to receive health benefits in FY 2023.

In addition to health insurance, the city further subsidizes employees' health costs by contributing \$416 or \$516 per year if they successfully complete a voluntary health assessment.

Dental insurance remained relatively consistent, at \$128,780 for FY 2023. The city currently offers two different plans under one provider. Dental insurance has remained relatively flat over the years and is expected to remain flat throughout the forecast. There are 423.1 FTEs budgeted across all funds to receive dental benefits in FY 2023.

The city provides retirees with healthcare coverage upon retirement. The city began prefunding retiree healthcare costs through a Retiree Benefit Trust (Trust) starting in FY 2009. Since that time, the city has made an annual contribution to the Trust. For FY 2023, the city's contribution is \$0 due to the funded ratio of the Trust far exceeding 100 percent. The forecast assumes the contributions for future years will equal \$0 consistent with the current valuation report.

The city provides life insurance equal to 1.5 times an employee's base salary (up to a maximum of \$250,000), at no cost to the employee. Employees can purchase additional supplemental life insurance coverage for themselves, their spouse, and dependent children.

Life insurance increased by \$7,490 to \$114,390 from FY 2022 to FY 2023. This category of expenses will increase by 4.5 percent throughout the forecast, which is consistent with the assumed increase for regular employee wages.



General Fund Expenditures (continued)

The FY 2023 budget includes five days of employee leave buyback. This benefit, which is available to all regular employees that have a minimum amount of annual leave on the books, allows employees to 'buy back' up to five days of their annual leave. The city has offered this benefit almost every year, ranging from three to five days. The forecast assumes a benefit of five days, or approximately \$350,000, per year for the General Fund.

Operating: This category is made up of contractual services and commodities. The overall operating budget increased by 12.8 percent from \$15.5 million to \$17.4 million from FY 2022 to FY 2023.

Contractual Services: Contractual services increased by 12.9 percent or \$1.3 million to \$11.5 million in FY 2023. This category is mostly comprised of contracts or consultants that support planning, technology, parks, facilities, and vehicle leases. The largest increases from FY 2022 to FY 2023 were \$423,700 for software maintenance and subscriptions and \$331,180 for vehicle leases. The software maintenance and subscription increase supports annual maintenance costs for equipment purchased under the I-Net Security Enhancement (GA18) CIP project, a new fleet management system, and a three year contract for employee cybersecurity training.

For future years, most items are estimated to increase by 1 percent or an average of the last five fiscal years of actual expenditures. Staff estimates that the contract services lines will increase by 5 percent for FY 2024 due to current inflation trends and then back to 1 percent per year after. Vehicle lease expenditures match the current lease schedules.

Commodities: The overall commodities category increased by 12.5 percent to equal \$6.0 million in FY 2023. This category supports utility costs at city facilities, program and maintenance supplies, new or replacement furniture and equipment, and the General Fund contingency account.

The largest increases in this category include furniture and equipment under \$5,000 which includes \$262,000 for replacement Police body worn and in-car cameras, gasoline and oil increases of \$129,350 and program and maintenance supplies which includes a broad range of increases as the city returns to pre-pandemic operations. Also included in this category was an increase of \$40,000 to \$350,000 for the General Fund contingency account. This amount complies with the Financial Management Policies, which limits the contingency account to a maximum of 1 percent of the General Fund.

Actual contingency spending from FY 2021 appears to be \$0 due to the administrative process to transfer contingency funds to the account lines that were approved for use. In FY 2021, \$265,295 in contingency funds were transferred and expended. City staff regularly report on the use of General Fund contingency in the quarterly financial reports. The forecast assumes the contingency account will equal \$350,000 per year.

Capital Outlay: This category increased by \$925,540 from FY 2022 and equals \$2.5 million for FY 2023. The majority of the increase is due to vehicle replacements (see the Supplemental Information for a list of vehicle replacements). In addition to the purchased vehicles, the city leases most of the light duty and Police vehicles under the contractual services category. For FY 2023 this category also includes \$80,000 for a dog exercise area.

For the forecast, the base expenditures for computer hardware, software, and general office equipment remains flat or is consistent with historic spending, while other major capital purchases, such as vehicles, are adjusted per existing replacement schedules. Major repairs, special projects, and operating cost impacts resulting from capital projects are estimated at just over \$884,000 per year throughout the forecast. This figure represents an average of the last five fiscal years of actual expenditures.

Other: This category, which increased by 12.5 percent to \$2.9 million for FY 2023, primarily consists of outside and caregiver agency grants. The FY 2023 budget includes an additional \$99,200 for caregiver grants, which incorporates a 5.8 percent inflationary adjustment to the base, an additional \$83,610 in outside agency grants, and a total net increase of \$182,870 in grants to Rockville Economic Development Inc. (REDI) for marketing, administration, and economic development incentives.

All outside and caregiver agency grants are listed in the Supplemental Information section. Each year, these agencies submit grant applications which detail their financial structure, funding request, and scope of services provided to the Rockville community. Several departments administer the outside agency grant program, while the Department of Housing and Community Development administers the caregiver agency grant program. The forecast assumes this category will increase by 2 percent each year throughout the forecast.



General Fund Expenditures (continued)

CIP Transfer: Each year, the city makes a transfer from the General Fund, which is known as the cash or "paygo" contribution. The paygo contribution is critical in controlling the city's overall debt and maintaining the city's credit rating. In past years, the city transferred one-time savings (unassigned fund balance in excess of the reserve target) in addition to the annual budgeted transfer amount in an effort to reduce borrowing.

The FY 2023 budget includes a transfer of \$7 million, which equals the FY 2022 adopted transfer. The amount of the paygo contribution impacts both the current fiscal year and future years since the Capital Projects Fund is balanced over a five year period. Future paygo transfers equal between \$8.6 million and \$9.9 million per year, and are based on the schedule of funded projects as presented in the CIP Projects section.

Transfers Out: This category consists of transfers from the General Fund to the Parking, Debt Service, Refuse, and Special Activities funds.

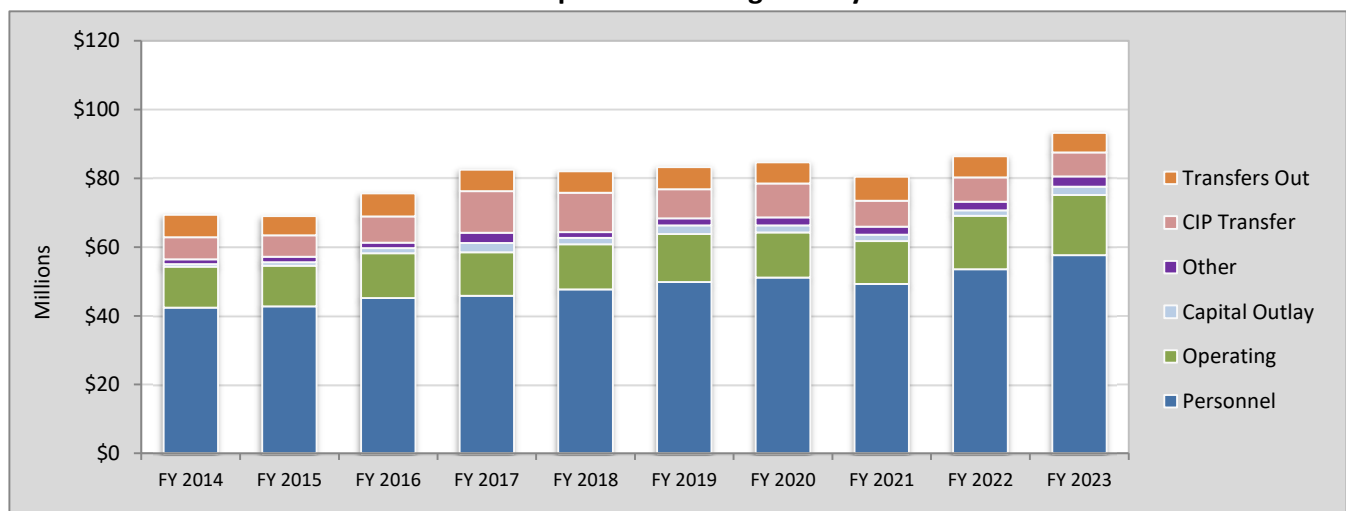
The Parking Fund transfer equals \$1.1 million in FY 2023, which is \$400,000 less than the adopted FY 2022 (actual FY 2021 equaled \$1.95 million). It is anticipated that a General Fund transfer will be needed until the debt is repaid in FY 2036. The FY 2021 and FY 2022 transfers were higher due to limited parking revenues as a result of modified driving behaviors during the pandemic. Future transfers are projected between \$1.1 and \$1.2 million per year.

The transfer to the Refuse Fund represents the city's grant contribution to Rockville Housing Enterprises (RHE). RHE, via the city's annual outside agency grant program, receives free recycling and refuse pickup at their low income properties. The transfer amount is derived from the 105 properties multiplied by the annual refuse rate.

The Debt Service Fund transfer equals \$4.4 million in FY 2023 and will remain between \$3.1 million and \$4.2 million over the forecast period based on estimated debt service schedules. There are no taxpayer-supported bond issues scheduled for FY 2023, but the forecast assumes new bond issues starting in FY 2024. This annual transfer is needed to pay down the taxpayer-supported debt that is used to finance general taxpayer-supported capital projects.

The General Fund transfer to the Special Activities Fund of \$169,730 subsidizes five accounts, including Art in Public Architecture for \$23,250, Art in Public Places for \$86,480, Recreation Fund for \$20,000, Senior Assistance Fund for \$10,000, and Farmer's Market East Fresh Rockville for \$30,000. Only the Art in Public Architecture and the Art in Public Places transfers are prescribed in the Financial Management Policies. The subsidies for the three other programs will help to provide financial relief for individuals and families who experienced negative financial impacts due to the COVID-19 pandemic.

General Fund Expenditure Categories by Fiscal Year





Financial Summary: Special Activities Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	86,870	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.*	1,343,382	2,883,822	801,913	1,135,630	1,135,630	1,119,917	1,104,519	1,089,429	1,074,640
Charges for Serv.	29,766	27,878	12,015	30,000	30,000	30,000	30,000	30,000	30,000
Licenses/Permits	-	25	-	-	-	-	-	-	-
Other Revenue**	591,566	153,475	120,047	336,750	85,750	85,750	85,750	85,750	85,750
Total Revenue	2,051,584	3,065,200	933,975	1,502,380	1,251,380	1,235,667	1,220,269	1,205,179	1,190,390
Transfers In	192,460	155,250	165,440	146,410	169,730	153,320	156,916	159,950	162,361
Total Resources	2,244,044	3,220,450	1,099,415	1,648,790	1,421,110	1,388,988	1,377,185	1,365,129	1,352,751
Use of Reserves	-	-	-	-	-	-	-	-	-
Total (\$)	2,244,044	3,220,450	1,099,415	1,648,790	1,421,110	1,388,988	1,377,185	1,365,129	1,352,751

* FY 2020 Actual includes \$1.7 million from Ingleside at King Farm.

** Includes community contributions/donations.

<i>Expenditures</i>									
Personnel	-	-	-	-	-	-	-	-	-
Operating	234,283	325,633	354,501	1,060,770	564,220	564,220	564,220	564,220	564,220
Capital Outlay	294,615	118,269	399,584	288,000	287,500	287,500	287,500	287,500	287,500
Administrative	-	-	-	-	-	-	-	-	-
Other***	80,811	608,464	78,517	209,300	233,100	233,100	233,100	233,100	233,100
Total Oper. Exp.	609,709	1,052,366	832,602	1,558,070	1,084,820	1,084,820	1,084,820	1,084,820	1,084,820
Principal	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	609,709	1,052,366	832,602	1,558,070	1,084,820	1,084,820	1,084,820	1,084,820	1,084,820
Add. to Reserves	1,634,335	2,168,084	266,813	90,720	336,290	304,168	292,365	280,309	267,931
Total (\$)	2,244,044	3,220,450	1,099,415	1,648,790	1,421,110	1,388,988	1,377,185	1,365,129	1,352,751

*** Includes community assistance, holiday drive, and funding for outside agencies.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal: Maintain individual accounts in order to track revenues set aside for specific purposes.									



Special Activities Fund

Purpose of Fund: The Special Activities Fund accounts for revenues received from donations, fundraising, community activities, payment-in-lieu programs, General Fund transfers, as well as from a variety of corporations and community service organizations.

Fund Policy: All accounts are funded by specific revenues set aside for specific purposes. Most of the city's accounts are established by ordinance, resolution, or by the city's Financial Management Policies.

User of Service: The Special Activities Fund accounts benefit residents and businesses within the city.

Budget Statistics: The Special Activities Fund makes up 1 percent of the total operating budget, and supports the programs listed in the table to the right and three capital projects. The Fund supports the departments of Recreation and Parks, Public Works, Housing and Community Development, and the City Manager's Office.

Special Notes: There are 13 appropriated accounts for FY 2023. Of the 13 accounts, six are partially or fully subsidized by the General Fund in FY 2023 – Art in Public Places, Art in Public Architecture, Farmer's Market Eat Fresh Rockville, Glenview Mansion (via direct fee revenue), Recreation Fund, and Senior Assistance.

Special Activities Fund Forecast: The amount that is appropriated each year is directly related to the overall revenues received in the past years and projected revenues for the next year.

Fund Balance: The Special Activities Fund fund balance will fluctuate from year to year because in any one year the Fund may receive more revenues than it appropriates or vice versa. For example, in FY 2023, Transportation Improvements estimates it will receive \$350,000 in revenues, but will spend \$520,480. The \$170,480 difference will be supported by the existing fund balance.

Special Activities Fund Expenditures by Program

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023
Art in Public Architecture	-	115,720	14,500
Art in Public Places	409,000	451,500	101,500
Cable TV Equipment	353,340	353,340	353,340
Farmer's Market Eat Fresh Rockville	30,000	25,200	40,000
Forest and Tree Preservation	-	100,000	10,000
Friends of the Arts	-	10,000	10,000
Glenview Mansion	20,000	20,000	20,000
Holiday Drive	26,000	46,000	55,000
Housing Opportunities	-	-	-
Park Maintenance	125,000	125,000	125,000
Recreation Fund	40,000	40,000	40,000
Rockville Emergency Assistance Program	50,000	70,000	70,000
Senior Assistance	25,000	25,000	25,000
Transportation Improvements	237,500	176,310	220,480
Total (\$)	1,315,840	1,558,070	1,084,820

Special Activities Fund Change in Fund Balance

	6/30/22* Balance	FY 2023 Rev.	FY 2023 Exp.	6/30/23 Balance
Art in Public Architecture	61,943	23,250	14,500	70,693
Art in Public Places	411,828	86,480	101,500	396,808
Cable TV Equipment	3,794,261	785,630	353,340	4,226,551
Farmer's Market Eat Fresh Rockville	6,384	40,000	40,000	6,384
Forest and Tree Preservation	10,142	10,000	10,000	10,142
Friends of the Arts	37,000	-	10,000	27,000
Glenview Mansion	30,509	20,000	20,000	30,509
Holiday Drive	51,949	35,000	55,000	31,949
Housing Opportunities	1,805,859	-	-	1,805,859
Park Maintenance	343,907	30,000	125,000	248,907
Recreation Fund	177,822	27,500	40,000	165,322
Rockville Emergency Assistance Program	123,978	250	70,000	54,228
Senior Assistance	84,661	13,000	25,000	72,661
Transportation Improvements**	269,385	350,000	520,480	98,905
Total (\$)	7,209,630	1,421,110	1,384,820	7,245,920

* Based on 6/30/21 actuals adjusted by FY 2022 estimated rev. and exp.

** The FY 2023 Exp. includes \$300,000 of projected CIP spending.



Financial Summary: Community Development Block Grant Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	276,545	218,111	198,499	263,000	263,000	263,000	263,000	263,000	263,000
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	-	-	-	-	-	-	-	-	-
Charges for Serv.	-	-	-	-	-	-	-	-	-
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	4,981	10,140	15,131	-	-	-	-	-	-
Total Revenue	281,526	228,251	213,630	263,000	263,000	263,000	263,000	263,000	263,000
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	281,526	228,251	213,630	263,000	263,000	263,000	263,000	263,000	263,000
Use of Reserves	19,859	-	22,466	-	-	-	-	-	-
Total (\$)	301,385	228,251	236,096	263,000	263,000	263,000	263,000	263,000	263,000
<i>Expenditures</i>									
Personnel	-	-	-	-	-	-	-	-	-
Operating	301,385	204,456	236,096	263,000	263,000	263,000	263,000	263,000	263,000
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total Oper. Exp.	301,385	204,456	236,096	263,000	263,000	263,000	263,000	263,000	263,000
Principal	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	301,385	204,456	236,096	263,000	263,000	263,000	263,000	263,000	263,000
Add. to Reserves	-	23,795	-	-	-	-	-	-	-
Total (\$)	301,385	228,251	236,096	263,000	263,000	263,000	263,000	263,000	263,000
	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal: Manage and operate program consistent with all federal CDBG requirements and criteria.									
	👍	👍	👍	👍	👍	👍	👍	👍	👍



Community Development Block Grant Fund

Purpose of Fund: The Community Development Block Grant (CDBG) Fund is a special revenue fund that helps the city provide rehabilitation assistance to low and moderate income homeowners through the city's Single Family Rehabilitation Program. This program ensures that all city residents' homes are safe, healthy, habitable, and meet minimum code requirements.

Fund Policy: Fund expenditures must meet all federal CDBG requirements and criteria.

User of Service: The CDBG program targets low and moderate income homeowners.

Budget Statistics: The CDBG Fund makes up less than 1 percent of the total operating budget and supports all CDBG grant expenses. The Fund supports the Department of Housing and Community Development budget.

Special Notes: The CDBG grant is a sub-grant of federal funds administered through Montgomery County, Maryland.

CDBG Fund Forecast: The FY 2023 budget is based on information from Montgomery County. Staff assumes the annual grant amount will remain the same for future years.

Fund Balance: The fund balance in the Community Development Block Grant Fund will not fluctuate from year to year due to the requirements that the annual grant be spent in a timely manner.

Approved CDBG Projects

	Year 46 FY 2021/22	Year 47 FY 2022/23	Year 48* FY 2023/24
Christian Church Facilities for the Aging Inc.	-	-	97,925
Community Reach of Montgomery County	51,551	11,800	-
Cornerstone of Montgomery County	61,650	-	-
Housing Unlimited	8,700	31,411	17,800
Rockville Housing Enterprises Public Housing Renovations	60,000	140,000	47,275
Single Family Rehabilitation - City of Rockville	81,099	79,789	100,000
Total (\$)	263,000	263,000	263,000

* Year 48 was approved by the Mayor and Council on December 6, 2021.



Financial Summary: Speed Camera Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	1,333,829	1,125,647	1,229,122	1,130,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Use Money/Prop.	12,715	13,288	999	10,000	1,000	2,000	2,000	2,000	2,000
Charges for Serv.	-	-	-	-	-	-	-	-	-
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-	-	-
Total Revenue	1,346,544	1,138,935	1,230,121	1,140,000	1,501,000	1,502,000	1,502,000	1,502,000	1,502,000
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	1,346,544	1,138,935	1,230,121	1,140,000	1,501,000	1,502,000	1,502,000	1,502,000	1,502,000
Use of Reserves	-	-	-	-	-	-	-	-	-
Total (\$)	1,346,544	1,138,935	1,230,121	1,140,000	1,501,000	1,502,000	1,502,000	1,502,000	1,502,000
<i>Expenditures</i>									
Personnel	111,113	131,793	122,508	126,420	131,750	137,818	144,169	150,815	157,770
Operating	649,043	651,499	641,870	682,190	682,360	683,064	683,787	684,531	685,295
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	236,000	172,000	177,000	174,000	179,200	182,784	186,440	190,168	193,972
Other	-	-	-	-	-	-	-	-	-
Total Oper. Exp.	996,156	955,292	941,378	982,610	993,310	1,003,666	1,014,395	1,025,514	1,037,037
Principal	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	996,156	955,292	941,378	982,610	993,310	1,003,666	1,014,395	1,025,514	1,037,037
Add. to Reserves	350,388	183,643	288,743	157,390	507,690	498,334	487,605	476,486	464,963
Total (\$)	1,346,544	1,138,935	1,230,121	1,140,000	1,501,000	1,502,000	1,502,000	1,502,000	1,502,000

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal: Support public safety expenditures as required by the State of Maryland.									
	👍	👍	👍	👍	👍	👍	👍	👍	👍



Speed Camera Fund

Purpose of Fund: The Speed Camera Fund is used to account for the financial transactions associated with the city's Safe Speed Program.

Fund Policy: The Speed Camera Fund is a Special Revenue Fund and the use of funds is restricted by legal and regulatory provisions.

User of Service: The Safe Speed Program benefits all pedestrians and drivers within the city limits.

Budget Statistics: The Speed Camera Fund makes up 1 percent of the total operating budget and supports 1.5 regular employees, five capital projects, and the operating costs of the program. The Fund supports the departments of Police and Non-Departmental.

Special Notes: Speed Camera citations dropped during FY 2020 and FY 2021 due to the impacts of the pandemic on driving behaviors. Starting in FY 2022, the number of citations and revenues are trending upwards indicating there are more drivers on the roads.

The city's speed camera vendor is paid based on a fixed fee contract, not on the number of citations. If the number of citations and citation revenues increase, the net gain is used as a resource for the city's CIP projects that focus on bicycle and pedestrian safety initiatives.

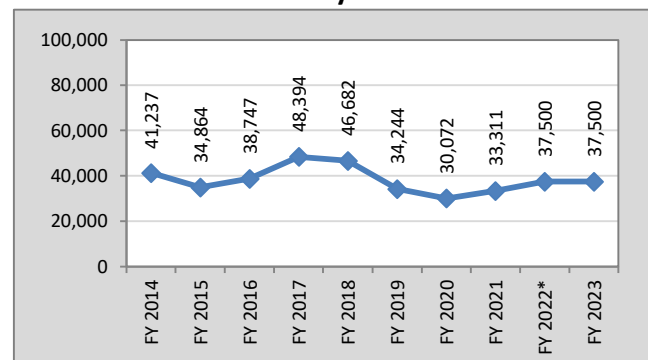
Speed Camera Fund Forecast: For FY 2023, the city anticipates approximately 37,500 paid citations. Revenue projections are calculated based on the number of paid citations multiplied by \$40 per citation. The number of paid citations is projected to remain flat over the forecast period. This figure will be updated if more cameras are added to the system.

Fund Balance: The overall changes in the fund balance of the Speed Camera Fund are mainly due to CIP appropriations and spending for pedestrian and traffic safety. By Maryland State law, all Speed Camera Fund revenues must be used for public safety purposes. A majority of the net revenues in the Speed Camera Fund are budgeted for initiatives outlined in Rockville's Vision Zero Action Plan.

History of Speed Camera Citations: The city first implemented speed cameras in FY 2008. The number of citations fluctuates from year-to-year depending on the number and location of the cameras. When cameras are first deployed there is generally a spike in the overall number of citations.

For FY 2023, staff estimates approximately 37,500 citations will be issued and paid. The city receives \$40 per citation.

Number of Speed Camera Citations by Fiscal Year



* Estimated. Speed camera citations have rebounded more quickly than originally projected when the FY 2022 budget was adopted.



Financial Summary: Debt Service Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	71,013	80,768	2,333	22,000	22,000	20,000	30,000	30,000	30,000
Charges for Serv.	-	-	-	-	-	-	-	-	-
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue*	-	8,015,000	3,272	-	-	-	-	-	-
Total Revenue	71,013	8,095,768	5,605	22,000	22,000	20,000	30,000	30,000	30,000
Transfers In**	5,090,000	4,900,000	5,820,000	4,500,000	4,400,000	4,200,000	4,000,000	3,100,000	3,200,000
Total Resources	5,161,013	12,995,768	5,825,605	4,522,000	4,422,000	4,220,000	4,030,000	3,130,000	3,230,000
Use of Reserves	66,538	621,167	556,391	134,500	49,500	7,293	16,908	-	5,963
Total (\$)	5,227,551	13,616,935	6,381,996	4,656,500	4,471,500	4,227,293	4,046,908	3,130,000	3,235,963

* Other revenue represents bond proceeds that are related to bond refinancings.

** Represents transfers from the General Fund.

<i>Expenditures</i>									
Personnel	-	-	-	-	-	-	-	-	-
Operating	53,702	40,222	8,190	40,000	-	184,020	-	74,640	18,221
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	-	-	-	-	-	-	-	-	-
Other	26,000	26,000	93,745	-	-	-	-	-	-
Total Oper. Exp.	79,702	66,222	101,935	40,000	-	184,020	-	74,640	18,221
Principal	3,878,994	12,112,488	5,226,048	3,722,500	3,705,400	3,246,802	3,192,587	2,252,020	2,426,770
Interest	1,268,855	1,438,225	1,054,013	894,000	766,100	796,471	854,321	740,277	790,972
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	5,227,551	13,616,935	6,381,996	4,656,500	4,471,500	4,227,293	4,046,908	3,066,937	3,235,963
Add. to Reserves	-	-	-	-	-	-	-	63,063	-
Total (\$)	5,227,551	13,616,935	6,381,996	4,656,500	4,471,500	4,227,293	4,046,908	3,130,000	3,235,963

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal: Maintain a cash balance equal to at least 10 percent of the city's average annual outstanding principal amount.	👍	👍	👍	👍	👍	👍	👍	👍	👍



Debt Service Fund

Purpose of Fund: The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long term debt principal, interest, and related costs.

Fund Policy: Neither Maryland State law nor the City Charter mandates a limit on municipal debt. However, the city will strive to maintain its overall level of debt at or below the targets set forth in the city's Financial Management Policies.

User of Service: All city residents and businesses benefit from capital projects supported by the issuance of bonds.

Budget Statistics: The Debt Service Fund makes up 3 percent of the total operating budget and supports all principal and interest payments on taxpayer-supported capital projects. The Debt Service Fund supports the Non-Departmental budget.

Special Notes: No new debt is planned for FY 2023. The forecast assumes a new bond issue of \$9.5 million in FY 2024 for the Outdoor Recreation Pool Renovations (RC18), F. Scott Fitzgerald Theatre ADA Improvements (RA20), and Civic Center Park Sidewalk Improvements (RA23) projects. While additional taxpayer supported bond issues are planned for FY 2025 through FY 2027, staff will re-evaluate each fiscal year with the goal of reducing the reliance on borrowing and increasing the reliance on ongoing resources or paygo support from the General Fund.

Debt Service Fund Forecast: The FY 2023 budget includes expenditures for the payment of principal and interest on non-enterprise debt. Future years include payments consistent with the outstanding debt schedule in addition to the payments on new debt and applicable debt issuance fees and charges.

The forecast assumes future revenues from special assessments related to driveway aprons, interest earnings on the Debt Service Fund, and transfers from the General Fund.

Fund Balance: The fund balance in the Debt Service Fund remains in compliance with the target policy.

Debt Service Fund

Current Debt

	Principal	Interest	Total
2023	3,705,373	766,052	4,471,425
2024	3,246,802	635,453	3,882,255
2025	2,732,537	532,286	3,264,823
2026	1,791,970	434,344	2,226,314
2027	1,780,120	370,520	2,150,640
2028	1,310,000	306,821	1,616,821
2029	1,295,000	266,321	1,561,321
2030	1,285,000	226,104	1,511,104
2031	1,270,000	186,076	1,456,076
2032	645,000	146,330	791,330
2033	645,000	125,894	770,894
2034	645,000	105,056	750,056
2035	645,000	83,750	728,750
2036	645,000	62,375	707,375
2037	595,000	40,600	635,600
2038	320,000	20,000	340,000
2039	320,000	10,000	330,000
Total (\$)	22,876,802	4,317,982	27,194,784

Taxpayer Supported Debt Summary

	Year	Outstanding Principal	Interest Rate Range	Final Maturity
General Improvements - Refunding (2013B)	2013	445,299	3.00-4.00%	2023
General Improvements - Refunding (2014A)	2014	1,014,667	2.00-5.00%	2024
General Improvements - Refunding (2015A)	2015	1,839,050	4.00-5.00%	2025
General Improvements - (2016A)	2016	770,000	2.00-3.00%	2036
General Improvements - Advance Refunding (2016B)	2016	2,262,786	2.00-5.00%	2028
General Improvements - (2017A)	2017	4,055,000	4.00%	2037
General Improvements - (2019A)	2019	5,445,000	2.00-5.00%	2039
General Improvements - Refunding (2020A)	2020	6,070,000	1.90%	2031
General Improvements - Advance Refunding (2020C)	2020	975,000	1.00-1.70%	2025
Total (\$)		22,876,802		



Financial Summary: Water Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	44,070	45,447	102,913	84,830	87,510	113,155	120,176	137,711	142,081
Charges for Serv.	12,281,100	13,310,845	12,241,051	13,390,700	13,491,700	13,846,295	14,164,226	14,334,934	14,666,931
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	272,173	268,450	633,842	311,430	328,430	311,430	311,430	311,430	311,430
Total Revenue	12,597,343	13,624,742	12,977,806	13,786,960	13,907,640	14,270,880	14,595,832	14,784,075	15,120,442
Transfers In*	364,000	306,590	306,590	333,190	352,160	359,203	366,387	373,715	381,189
Total Resources	12,961,343	13,931,332	13,284,396	14,120,150	14,259,800	14,630,083	14,962,219	15,157,790	15,501,631
Use of Reserves	-	-	-	-	-	-	-	-	-
Total (\$)	12,961,343	13,931,332	13,284,396	14,120,150	14,259,800	14,630,083	14,962,219	15,157,790	15,501,631

* Represents transfers from the Sewer Fund.

<i>Expenses</i>									
Personnel	3,772,077	3,918,334	3,798,680	3,988,000	4,158,100	4,317,201	4,493,038	4,676,851	4,868,886
Operating	2,080,344	1,907,322	2,105,527	2,377,610	2,312,700	2,402,136	2,467,025	2,526,725	2,588,680
Capital Outlay	305,548	116,717	196,324	408,250	666,600	939,564	671,050	246,067	232,082
Administrative	1,383,000	1,284,000	1,292,000	1,375,000	1,410,500	1,438,710	1,467,484	1,496,834	1,526,771
Other**	3,255,284	3,571,273	3,485,648	3,609,700	3,609,700	3,609,700	3,609,700	3,609,700	3,609,700
Total Oper. Exp.	10,796,253	10,797,646	10,878,179	11,758,560	12,157,600	12,707,311	12,708,297	12,556,177	12,826,119
Principal	-	-	-	-	-	-	-	-	-
Interest	929,667	915,586	919,868	960,000	1,050,000	947,170	1,093,217	990,206	1,107,247
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	11,725,920	11,713,232	11,798,047	12,718,560	13,207,600	13,654,481	13,801,514	13,546,383	13,933,365
Add. to Reserves	1,235,423	2,218,100	1,486,349	1,401,590	1,052,200	975,602	1,160,705	1,611,407	1,568,266
Total (\$)	12,961,343	13,931,332	13,284,396	14,120,150	14,259,800	14,630,083	14,962,219	15,157,790	15,501,631

** Includes depreciation.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal 1: Total operating resources should meet or exceed total operating uses unless there is a plan to spend down reserves.									
Goal 2: Maintain a cash balance of at least six months of operating expenses.									
Goal 3: Maintain a minimum 1.2 debt service coverage ratio.									



Water Fund

Purpose of Fund: The Water Fund is used to account for all financial activity associated with the treatment, transmission, and distribution of potable water.

Fund Policy: The Water Fund is an enterprise fund and is self-supporting, with fees and charges supporting all operating costs, capital outlay, infrastructure, and debt service costs.

User of Service: The city provides water service to 70 percent of the city, or approximately 13,000 accounts. Rockville customers pay a usage charge and a fixed ready-to-serve charge. The fixed ready-to-serve charge is necessary in order to support a system with significant fixed costs. Customers pay for water service on a monthly or quarterly bill that comes from the City of Rockville.

The water rate structure through calendar year 2021 is a tiered system that is based on meter size. Starting in calendar 2022, the city transitioned to a rate structure that is based on property classification, namely single family, multi-family, and non-residential. The new structure more equitably generates revenues based on the cost of providing water and sewer service to the actual users of the service.

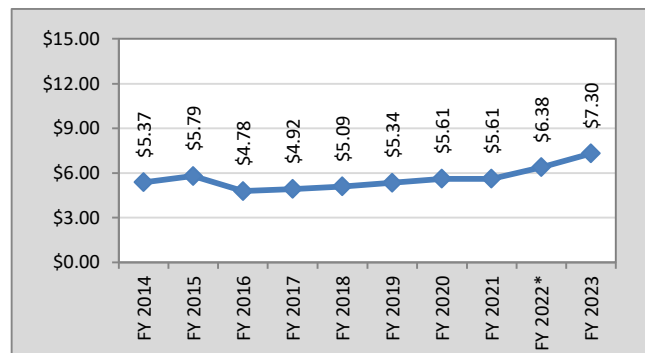
Budget Statistics: The Water Fund makes up 9.6 percent of the total operating budget, and supports 36.9 regular FTEs, all operating costs of the program, and eight capital projects. The Fund supports the budgets for Public Works, Finance, and Non-Departmental.

Special Notes: The city is planning to issue new bonds in the amount of \$7.6 million in FY 2023 to support the CIP. Additional bond issues are planned for FY 2025 and FY 2027. Due to changes in customer conservation efforts and usage reductions during the pandemic the Water Fund is no longer projected to be in compliance with the city's Financial Management Policy reserve target by the end of the forecast period. The utility financial model will be reviewed in the next year to evaluate the impact of changes in customer usage.

Water Fund Forecast: The Water Fund forecast is based on projections from the city's utility rate consultant. FY 2023 revenue projections for the Water Fund are based on the number of current water accounts multiplied by the adopted rates. Water Fund charges for services revenues, which consists of utility charges, connections, and penalties, are projected to total \$13.5 million for FY 2023.

History of Water Rates: The rates shown below represent the usage charge per 1,000 gallons, assuming an average usage of 14,000 gallons per quarter. Rockville also imposes a ready-to-serve charge that equals \$21.64 per single family property per quarter. In October 2021, the Mayor and Council adopted a new rate structure that that is based on property classification. The new structure more equitably generates revenues based on the cost of providing service to the actual users of the service.

Water Usage Rates by Fiscal Year



* The FY 2022 rate structure changed mid-year. The FY 2022 rate in the chart represents an equal combination of the rates and rate structures from the first half and the second half of the fiscal year.

Water Fund Current Debt

Year	Principal	Interest	Total
2023	2,658,406	850,954	3,509,359
2024	2,440,640	758,595	3,199,235
2025	2,429,329	675,317	3,104,646
2026	2,256,233	594,193	2,850,426
2027	2,238,476	520,797	2,759,273
2028	2,214,188	445,898	2,660,086
2029	1,786,459	371,557	2,158,017
2030	1,773,673	317,958	2,091,631
2031	1,739,553	263,785	2,003,337
2032	1,523,515	209,594	1,733,109
2033	1,377,848	171,585	1,549,433
2034	1,368,291	140,375	1,508,666
2035	1,140,000	108,799	1,248,799
2036	1,025,000	80,436	1,105,436
2037	705,000	53,938	758,938
2038	620,000	37,388	657,388
2039	620,000	24,144	644,144
2040	545,000	10,900	555,900
Total (\$)	28,461,611	5,636,214	34,097,824



Financial Summary: Sewer Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	-	2,501	3,501	-	1,000	27,531	27,477	40,887	40,809
Charges for Serv.	14,213,586	15,519,518	15,647,456	15,590,250	15,973,450	16,234,253	16,551,689	16,557,629	16,858,652
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	765,586	289,712	853,892	296,380	317,550	296,380	296,380	296,380	296,380
Total Revenue	14,979,172	15,811,731	16,504,849	15,886,630	16,292,000	16,558,164	16,875,546	16,894,896	17,195,841
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	14,979,172	15,811,731	16,504,849	15,886,630	16,292,000	16,558,164	16,875,546	16,894,896	17,195,841
Use of Reserves	-	-	-	-	-	-	-	-	-
Total (\$)	14,979,172	15,811,731	16,504,849	15,886,630	16,292,000	16,558,164	16,875,546	16,894,896	17,195,841
<i>Expenses</i>									
Personnel	1,914,497	1,914,774	1,960,257	2,045,380	2,072,570	2,190,833	2,279,429	2,372,029	2,468,756
Operating	3,709,452	3,462,311	3,469,655	3,995,420	4,152,240	3,989,938	4,018,677	4,047,741	4,077,134
Capital Outlay	13,964	514,516	5,435	17,250	948,040	628,700	1,083,732	870,818	768,305
Administrative	768,000	674,000	637,000	639,000	608,400	620,568	632,979	645,639	658,552
Other*	4,838,218	4,969,555	5,098,346	5,334,950	5,334,950	5,334,950	5,334,950	5,334,950	5,334,950
Total Oper. Exp.	11,244,131	11,535,156	11,170,693	12,032,000	13,116,200	12,764,989	13,349,767	13,271,177	13,307,697
Principal	-	-	-	-	-	-	-	-	-
Interest	1,371,224	1,541,297	1,170,463	1,205,000	1,120,000	1,098,053	1,317,627	1,200,664	1,230,379
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	364,000	306,590	306,590	333,190	352,160	359,203	366,387	373,715	381,189
Total Use	12,979,355	13,383,043	12,647,746	13,570,190	14,588,360	14,222,245	15,033,782	14,845,556	14,919,265
Add. to Reserves	1,999,817	2,428,688	3,857,103	2,316,440	1,703,640	2,335,919	1,841,764	2,049,340	2,276,576
Total (\$)	14,979,172	15,811,731	16,504,849	15,886,630	16,292,000	16,558,164	16,875,546	16,894,896	17,195,841

* Includes depreciation.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal 1: Total operating resources should meet or exceed total operating uses unless there is a plan to spend down reserves.	👍	👍	👍	👍	👍	👍	👍	👍	👍
Goal 2: Maintain a cash balance of at least six months of operating expenses.	👎	👎	👎	👎	👎	👎	👎	👎	👎
Goal 3: Maintain a minimum 1.2 debt service coverage ratio.	👍	👍	👍	👍	👍	👍	👍	👍	👍



Sewer Fund

Purpose of Fund: The Sewer Fund is used to account for the financial activity associated with the collection of sewage and sewage delivery to the Blue Plains Wastewater Treatment facility.

Fund Policy: The Sewer Fund is an enterprise fund and is self-supporting, with fees and charges supporting all operating costs, capital outlay, infrastructure, and debt service costs.

User of Service: The city provides sewer service to 70 percent of the city, or approximately 13,000 accounts. All Rockville customers pay a usage charge and a fixed ready-to-serve charge. The fixed ready-to-serve charge is necessary in order to support a system with significant fixed costs. Customers pay for sewer service on a monthly or quarterly bill that comes from the City of Rockville.

The sewer rate structure through calendar year 2021 is a tiered system that is based on meter size. Starting in calendar 2022, the city transitioned to a rate structure that is based on property classification, namely single family, multi-family, and non-residential. The new structure more equitably generates revenues based on the cost of providing water and sewer service to the actual users of the service.

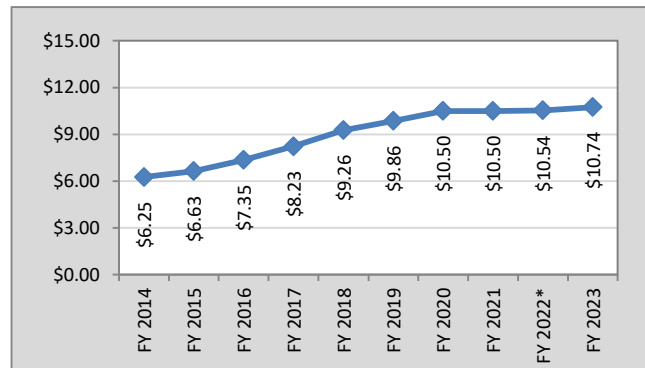
Budget Statistics: The Sewer Fund makes up 11 percent of the total operating budget, and supports 17.9 regular FTEs, all operating costs of the program, and two capital projects. The Fund supports the budgets for Public Works and Non-Departmental.

Special Notes: The city is planning to issue new bonds in the amount of \$7.9 million in FY 2023 to support the CIP. Additional bond issues are planned for FY 2025 and FY 2027. Due to changes in customer conservation efforts and usage reductions during the pandemic the Sewer Fund is no longer projected to be in compliance with the city's Financial Management Policy reserve target by the end of the forecast period. The utility financial model will be reviewed in the next year to evaluate the impact of changes in customer usage. The city will continue to issue bonds to support the CIP and cash flow needs of the fund.

Sewer Fund Forecast: The Sewer Fund forecast is based on projections from the city's utility rate consultant. FY 2023 revenue projections for the Sewer Fund are based on the number of current water accounts multiplied by the adopted rates. Sewer Fund charges for services revenues, which consists of utility charges, connections, and penalties, are projected to total \$16 million for FY 2023.

History of Sewer Rates: The rates shown below represent the usage charge per 1,000 gallons. Rockville also imposes a ready-to-serve charge that equals \$17.34 per single family property per quarter. In October 2021, the Mayor and Council adopted a new rate structure that that is based on property classification. The new structure more equitably generates revenues based on the cost of providing service to the actual users of the service.

Sewer Usage Rates by Fiscal Year



* The FY 2022 rate structure changed mid-year. The FY 2022 rate in the chart represents an equal combination of the rates and rate structures from the first half and the second half of the fiscal year.

Sewer Fund Current Debt

Year	Principal	Interest	Total
2023	3,767,413	1,046,805	4,814,219
2024	3,617,558	934,178	4,551,736
2025	3,473,134	832,377	4,305,511
2026	3,116,797	740,539	3,857,336
2027	3,086,404	657,879	3,744,283
2028	2,785,813	574,141	3,359,953
2029	2,753,541	504,233	3,257,774
2030	2,731,327	434,342	3,165,669
2031	2,690,447	363,313	3,053,760
2032	2,436,485	291,231	2,727,716
2033	2,107,152	237,847	2,344,999
2034	2,091,709	191,414	2,283,123
2035	1,570,000	143,791	1,713,791
2036	1,275,000	103,726	1,378,726
2037	875,000	68,250	943,250
2038	725,000	44,350	769,350
2039	725,000	26,025	751,025
2040	385,000	7,700	392,700
Total (\$)	40,212,779	7,202,140	47,414,920



Financial Summary: Refuse Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Revenue									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	43,188	37,023	2,394	9,080	7,500	4,208	3,080	5,713	6,530
Charges for Serv.	6,193,582	6,195,480	6,247,045	6,428,200	6,656,500	7,019,826	7,387,608	7,741,948	7,915,152
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	25,540	18,633	23,866	17,100	18,100	17,100	17,100	17,100	17,100
Total Revenue	6,262,310	6,251,136	6,273,305	6,454,380	6,682,100	7,041,134	7,407,788	7,764,761	7,938,782
Transfers In *	46,730	46,730	46,730	48,200	50,300	52,815	55,545	58,170	59,430
Total Resources	6,309,040	6,297,866	6,320,035	6,502,580	6,732,400	7,093,949	7,463,333	7,822,931	7,998,212
Use of Reserves	-	280,707	827,468	1,497,200	1,718,110	914,434	1,040,283	534,534	839,437
Total (\$)	6,309,040	6,578,573	7,147,503	7,999,780	8,450,510	8,008,383	8,503,616	8,357,465	8,837,649
* This represents the General Fund contribution for RHE refuse pickup.									
Expenses									
Personnel	2,695,354	3,071,585	2,805,284	3,278,030	3,531,720	3,677,327	3,829,255	3,987,784	4,153,202
Operating	1,675,003	1,858,997	2,145,131	2,220,670	2,282,690	2,305,517	2,328,572	2,351,858	2,375,376
Capital Outlay	-	143,111	589,848	814,680	873,000	242,877	541,872	190,693	458,336
Administrative	1,347,000	1,021,000	1,119,000	1,137,000	1,218,400	1,242,768	1,267,623	1,292,976	1,318,835
Other**	457,749	457,749	466,609	531,900	531,900	531,900	531,900	531,900	531,900
Total Oper. Exp.	6,175,106	6,552,442	7,125,872	7,982,280	8,437,710	8,000,389	8,499,222	8,355,211	8,837,649
Principal	-	-	-	-	-	-	-	-	-
Interest	29,804	26,131	21,631	17,500	12,800	7,994	4,394	2,254	-
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	6,204,910	6,578,573	7,147,503	7,999,780	8,450,510	8,008,383	8,503,616	8,357,465	8,837,649
Add. to Reserves	104,130	-	-	-	-	-	-	-	-
Total (\$)	6,309,040	6,578,573	7,147,503	7,999,780	8,450,510	8,008,383	8,503,616	8,357,465	8,837,649

** Includes depreciation.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal 1: Total operating resources should meet or exceed total operating uses unless there is a plan to spend down reserves.	👍	👍	👍	👍	👍	👍	👍	👍	👍
Goal 2: Maintain a cash balance of at least one month of operating expenses.	👍	👍	👍	👍	👍	👍	👎	👎	👍
Goal 3: Maintain a minimum 1.2 debt service coverage ratio.	👍	👍	👎	👎	👎	👎	👎	👎	N/A



Refuse Fund

Purpose of Fund: The Refuse Fund is used to account for the financial activity associated with the collection and disposal of residential recycling, refuse, and yard waste.

Fund Policy: The Refuse Fund is an enterprise fund and is self-supporting, with fees and charges supporting all operating costs, capital outlay, infrastructure, and debt service costs.

User of Service: All residential properties in the city pay the annual rate of \$479 for FY 2023. The rate represents an increase of 4.4 percent or \$20 over the FY 2022 adopted rate. Customers pay for recycling and refuse services on their annual real property tax bill that comes from Montgomery County.

Budget Statistics: The Refuse Fund makes up 5.7 percent of the total operating budget, supports 37.2 regular FTEs, one capital project, and all operating costs of the program. The Fund supports the budgets for the Public Works Department and Non-Departmental.

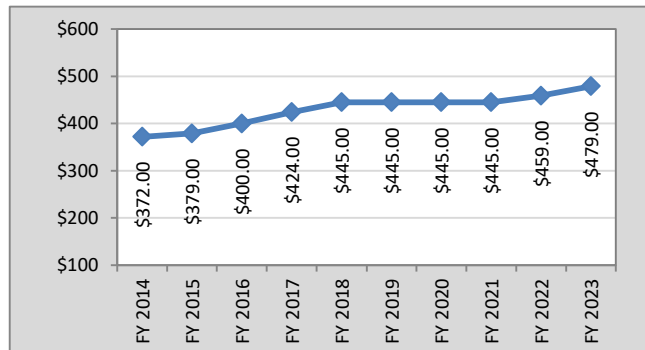
Special Notes: The Refuse Fund's current debt will be retired in FY 2026. No additional bond issues are planned at this time.

There is \$533,345 appropriated in the CIP for the installation of a new recycling transfer enclosure at the Gude Drive Maintenance Facility. This enclosure will allow city trucks to transfer recycling to trailers for haul-off. This enclosure moves the transfer work under cover, provides fire suppression, stops windblown material on the maintenance yard and surrounding properties, and expands recycling program efficiency. This project was originally supported by the Refuse Fund, but the Mayor and Council decided to allocate a portion of the American Rescue Plan Act (ARPA) funds to this project in order to mitigate refuse and recycling rate increases. The scope of the project remains the same.

Refuse Fund Forecast: FY 2023 revenue projections for the Refuse Fund are based on the number of current refuse accounts multiplied by the refuse rate. Refuse Fund charges for services revenues are estimated at \$6.7 million for FY 2023. The refuse rate per household is estimated to increase by approximately 5 percent per year throughout the forecast period.

History of Refuse Rates: The city currently operates a semi-automated once per week single-stream recycling and refuse program. For FY 2023 the rate increased by 4.4 percent, or \$20 per year, to \$479 per residential household.

Annual Refuse Rates by Fiscal Year



Refuse Fund Current Debt

Year	Principal	Interest	Total
2023	95,000	12,744	107,744
2024	90,000	7,994	97,994
2025	95,000	4,394	99,394
2026	95,000	2,254	97,254
Total (\$)	375,000	27,386	402,386



Financial Summary: Stormwater Management Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Revenue									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	97,548	95,384	6,421	31,000	31,100	31,947	28,050	31,640	17,909
Charges for Serv.	6,008,032	5,305,374	5,207,863	5,471,780	5,729,780	6,042,148	6,357,470	6,715,716	7,077,605
Licenses/Permits	819,961	160,988	146,396	525,730	525,730	541,502	557,747	574,479	591,714
Other Revenue	70,847	88,598	109,983	29,140	29,140	29,140	29,140	29,140	29,140
Total Revenue	6,996,388	5,650,344	5,470,663	6,057,650	6,315,750	6,644,737	6,972,407	7,350,975	7,716,368
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	6,996,388	5,650,344	5,470,663	6,057,650	6,315,750	6,644,737	6,972,407	7,350,975	7,716,368
Use of Reserves	-	-	-	-	36,900	-	-	-	-
Total (\$)	6,996,388	5,650,344	5,470,663	6,057,650	6,352,650	6,644,737	6,972,407	7,350,975	7,716,368
Expenses									
Personnel	2,354,644	2,643,045	2,544,747	2,750,300	2,873,010	3,005,585	3,144,319	3,289,498	3,441,422
Operating	638,334	672,956	803,942	848,250	1,180,330	1,192,133	1,204,055	1,216,095	1,228,256
Capital Outlay	1,500	1,394	79,525	107,150	8,250	95,500	52,500	232,000	-
Administrative	764,000	700,000	773,000	770,000	797,300	813,246	829,511	846,101	863,023
Other*	804,315	972,198	952,308	1,174,260	1,484,260	1,184,260	1,184,260	1,184,260	1,184,260
Total Oper. Exp.	4,562,793	4,989,593	5,153,522	5,649,960	6,343,150	6,290,725	6,414,645	6,767,954	6,716,962
Principal	-	-	-	-	-	-	-	-	-
Interest	59,684	50,630	27,047	12,060	9,500	45,071	80,691	74,577	70,258
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	4,622,477	5,040,223	5,180,569	5,662,020	6,352,650	6,335,796	6,495,336	6,842,531	6,787,220
Add. to Reserves	2,373,911	610,121	290,094	395,630	-	308,941	477,072	508,444	929,148
Total (\$)	6,996,388	5,650,344	5,470,663	6,057,650	6,352,650	6,644,737	6,972,407	7,350,975	7,716,368

* Includes depreciation.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal 1: Total operating resources should meet or exceed total operating uses unless there is a plan to spend down reserves.									
Goal 2: Maintain a cash balance of at least three months of operating expenses.									
Goal 3: Maintain a minimum 1.2 debt service coverage ratio.									



Stormwater Management Fund

Purpose of Fund: The Stormwater Management (SWM) Fund is used to account for the financial activity associated with maintaining existing and constructing new SWM infrastructure.

Fund Policy: The SWM Fund is an enterprise fund and is self-supporting, with fees and charges supporting all operating costs, capital outlay, infrastructure, and debt service costs.

User of Service: All residential and commercial properties in the city pay \$138 per equivalent residential unit (ERU) per year, which is a \$6 increase over the FY 2022 rate. Customers pay the stormwater management fee on their annual real property tax bill that comes from the Montgomery County.

Budget Statistics: The SWM Fund makes up 4.3 percent of the total operating budget, and supports 22.9 regular FTEs, all operating costs of the program, and eight capital projects. The Fund supports the budgets for the Public Works Department and Non-Departmental.

Special Notes: The Stormwater Management Fund's current debt will be retired in FY 2030. One additional bond issue is planned for FY 2024.

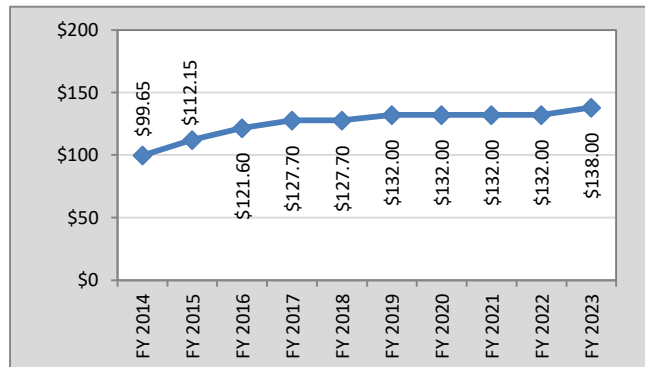
Stormwater Management Fund Forecast: FY 2023 revenue projections for the SWM Fund are based on the current number of ERUs in the city multiplied by the annual fee of \$138 per equivalent residential unit.

Future operating and capital budgets are consistent with the requirements of the National Pollution Discharge and Elimination System (NPDES) general permit for Phase II Municipal Separate Storm Sewer Systems (MS4) that was issued in 2018.

In order for the Stormwater Management Fund to remain in compliance with the current Financial Management Policies, the forecast assumes increases of approximately 5 percent each year starting in FY 2024. Further analysis will be done in future years to see if a lower rate is fiscally sustainable given changing market conditions and changing program requirements.

History of Stormwater Management Fee: Fiscal Year 2010 was the first year the city charged a stormwater management fee, which started at \$40. The fee for FY 2023 is \$138, which is an increase of 4.5%, or \$6, from the FY 2022 rate. This increase comes after four years of a flat fee of \$132.

**Stormwater Management Fee
by Fiscal Year**



**Stormwater Management Fund
Current Debt**

Year	Principal	Interest	Total
2023	313,235	9,497	322,732
2024	308,740	7,091	315,831
2025	304,253	4,731	308,984
2026	52,105	2,415	54,520
2027	52,626	1,894	54,520
2028	53,152	1,368	54,520
2029	53,682	836	54,518
2030	29,916	299	30,215
Total (\$)	1,167,709	28,131	1,195,840



Financial Summary: Parking Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Revenue									
Property Taxes	208,743	160,762	147,019	159,000	124,000	124,000	124,000	127,720	127,720
Other Gov't.	311,697	313,349	315,001	315,000	319,000	319,327	319,327	323,506	323,506
Fines/Forfeitures	600,850	383,535	329,356	434,980	434,980	443,700	452,574	461,625	470,858
Use Money/Prop.	38,034	16,716	511	51,000	2,500	51,797	501,337	52,084	51,534
Charges for Serv.	322,206	235,784	123,714	224,820	224,820	229,316	233,903	238,581	243,352
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	39,234	101,292	60,771	198,170	198,170	198,170	198,170	198,170	198,170
Total Revenue	1,520,764	1,211,438	976,372	1,382,970	1,303,470	1,366,310	1,829,311	1,401,686	1,415,140
Transfers In*	1,100,000	1,100,000	1,950,000	1,500,000	1,100,000	1,100,000	1,150,000	1,150,000	1,150,000
Total Resources	2,620,764	2,311,438	2,926,372	2,882,970	2,403,470	2,466,310	2,979,311	2,551,686	2,565,140
Use of Reserves	-	1,298,685	-	-	-	-	-	-	-
Total (\$)	2,620,764	3,610,123	2,926,372	2,882,970	2,403,470	2,466,310	2,979,311	2,551,686	2,565,140
* Represents transfers from the General Fund.									
Expenses									
Personnel	232,429	280,589	278,647	308,690	287,670	300,864	314,673	329,125	344,250
Operating	108,419	141,033	49,283	274,820	113,480	115,257	117,072	118,924	120,816
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	127,000	87,000	90,000	88,000	129,300	131,886	134,524	137,214	139,958
Other**	294,952	2,389,577	203,178	173,530	173,530	173,530	173,530	173,530	173,530
Total Oper. Exp.	762,800	2,898,199	621,108	845,040	703,980	721,537	739,799	758,793	778,554
Principal	-	-	-	-	-	-	-	-	-
Interest	1,219,903	711,924	808,902	759,100	715,900	671,122	625,223	577,972	529,372
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	1,982,703	3,610,123	1,430,010	1,604,140	1,419,880	1,392,659	1,365,022	1,336,765	1,307,926
Add. to Reserves	638,061	-	1,496,362	1,278,830	983,590	1,073,651	1,614,289	1,214,921	1,257,214
Total (\$)	2,620,764	3,610,123	2,926,372	2,882,970	2,403,470	2,466,310	2,979,311	2,551,686	2,565,140

** Includes funding for write-off of unpaid citations and amortization of capital lease of the parking garages.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Goal 1: Total operating resources should meet or exceed total operating uses unless there is a plan to spend down reserves.	👍	👎	👍	👍	👍	👍	👍	👍	👍
Goal 2: Maintain a cash balance of at least one month of operating expenses.	👍	👎	👍	👍	👍	👍	👍	👍	👍



Parking Fund

Purpose of Fund: The Parking Fund is used to account for the revenues and expenses related to parking activities, the city's parking meter program, and the long-term payment for the design and construction of the three parking garages in Town Square.

Fund Policy: The Parking Fund is an enterprise fund, and by policy, total fees and charges should support all operating costs, capital outlay, infrastructure, and debt service costs.

User of Service: People who park their vehicles within the city limits.

Budget Statistics: The Parking Fund makes up 1.6 percent of the total operating budget and supports four regular FTEs, one capital project, and all operating costs of the program. The Fund supports the budgets for the departments of Public Works, Police, and Non-Departmental.

Special Notes: A special district tax levy partially funds the Parking Fund. The Parking District tax rate remains unchanged at \$0.33 per \$100 of assessed valuation for FY 2023. The District, which is comprised of FRIT's commercial properties within the Town Square boundaries, pays this tax in addition to their regular property tax. The District will generate approximately \$124,000 in special property tax revenue for FY 2023. The tax revenue has decreased over time due to the reduction in the property assessed values of the commercial space in the Town Square.

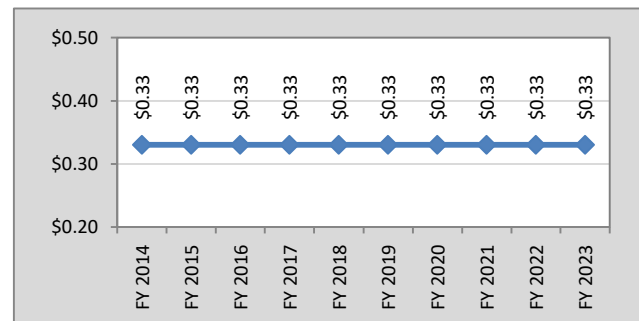
In calendar year 2021, the Mayor and Council adopted increases in various parking citations and permits in order to bring Rockville's rates in alignment with surrounding jurisdictions. The new citation and fee schedules will likely generate additional revenues in FY 2023 and in future years. Staff remains concerned about the financial pressures in the Parking Fund due to the changes in parking behaviors as a result of the pandemic.

The adopted FY 2022 budget included \$172,240 for smart meters that will allow for more efficient parking operations and an increase in revenue due to automated rate setting and parking space turnover. A realized increase in parking meter revenues could potentially reduce future year General Fund transfer amounts.

Parking Fund Forecast: The FY 2023 budget includes a transfer from the General Fund to the Parking Fund of \$1.1 million. It is anticipated that a General Fund transfer will be needed until the debt is repaid in FY 2036. Future General Fund transfers equal \$1.1 million to \$1.15 million each year throughout the forecast period. The FY 2021 Actual transfer equaled \$1.95 million; this higher level of transfer was needed to help offset the loss of parking revenues due to the change in behaviors as a result of the COVID-19 pandemic.

History of Parking District Tax Rate: 2008 was the first year the city levied a Parking District real property tax. Commercial properties within the Town Square boundaries pay this tax in addition to the general city property tax of \$0.292 per \$100 of assessed valuation.

Parking District Tax Rate by Fiscal Year



Parking Fund Current Debt

Year	Principal	Interest	Total
2023	1,490,000	715,822	2,205,822
2024	1,530,000	671,122	2,201,122
2025	1,575,000	625,223	2,200,223
2026	1,620,000	577,972	2,197,972
2027	1,675,000	529,372	2,204,372
2028	1,720,000	479,123	2,199,123
2029	1,775,000	427,522	2,202,522
2030	1,825,000	374,273	2,199,273
2031	1,875,000	327,735	2,202,735
2032	1,920,000	278,985	2,198,985
2033	1,970,000	228,105	2,198,105
2034	2,025,000	174,915	2,199,915
2035	2,085,000	119,228	2,204,228
2036	2,135,000	60,848	2,195,848
Total (\$)	25,220,000	5,590,245	30,810,245



Financial Summary: RedGate Golf Course Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
Revenue									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fines/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	2	-	-	-	-	-	-	-	-
Charges for Serv.	6,000	-	-	-	-	-	-	-	-
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue*	338,111	8,552	1,333	1,400	1,400	-	-	-	-
Total Revenue	344,113	8,552	1,333	1,400	1,400	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-
Total Resources	344,113	8,552	1,333	1,400	1,400	-	-	-	-
Use of Reserves	-	483,150	101,595	100,960	100,080	-	-	-	-
Total (\$)	344,113	491,702	102,928	102,360	101,480	-	-	-	-
* Includes amortization of bond premium (non-cash). FY 2019 assumed a final payment from Billy Casper Golf for the termination of the lease agreement with the city. These funds were booked, but were never received. The funds were written off as a bad debt in FY 2020.									
Expenses									
Personnel	-	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	-	-	-	-	-	-	-	-	-
Other**	100,549	488,442	100,549	100,600	100,600	-	-	-	-
Total Oper. Exp.	100,549	488,442	100,549	100,600	100,600	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-
Interest	4,141	3,260	2,379	1,760	880	-	-	-	-
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Use	104,690	491,702	102,928	102,360	101,480	-	-	-	-
Add. to Reserves	239,423	-	-	-	-	-	-	-	-
Total (\$)	344,113	491,702	102,928	102,360	101,480	-	-	-	-

** Includes depreciation on past improvements to the Course and a bad debt write off in FY 2020.



RedGate Golf Course Fund

Purpose of Fund: The original intent of the RedGate Golf Course Fund was to account for the financial activity associated with the city's public golf course.

Fund Policy: The RedGate Golf Course Fund is an enterprise fund.

User of Service: When the RedGate Golf Course was a full service golf course, it was open to all members of the public.

Budget Statistics: The RedGate Golf Course Fund makes up less than 1 percent of the total operating budget and supports debt service payments and depreciation on past property improvements. The Fund supports the Non-Departmental budget.

Special Notes: The Mayor and Council decided in late-FY 2019 that the property would no longer operate as a golf course. During FY 2020, the Mayor and Council decided that the RedGate property will be used for passive and active recreation opportunities. All expenditures related to RedGate are now accounted for in the General Fund.

RedGate Golf Course Fund Forecast: The budget assumes the Fund will close in FY 2023, which is the last year for outstanding debt service payments.

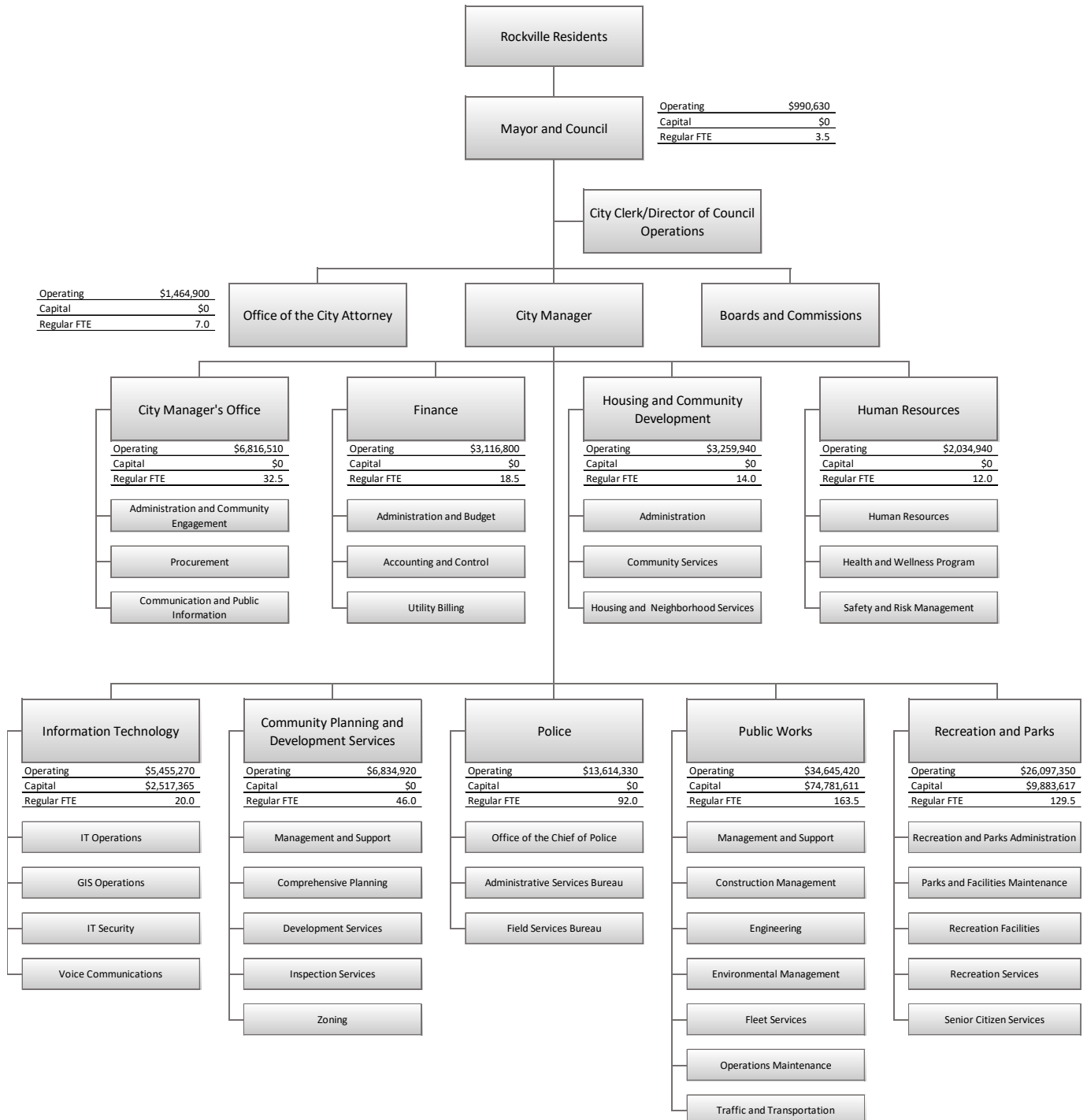
RedGate Golf Course Fund Current Debt

Year	Principal	Interest	Total
2023	21,841	874	22,715
Total (\$)	21,841	874	22,715





Citywide Organizational Chart



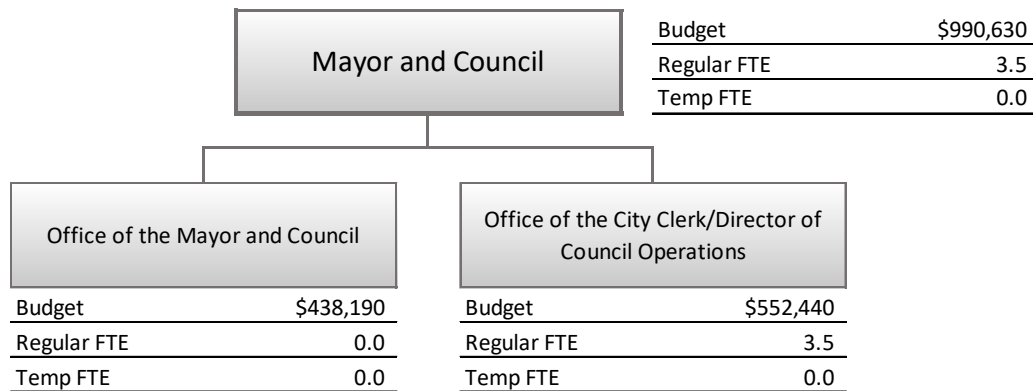




Mayor and Council Department

The Department of the Mayor and Council preserves and enhances the city's identity and quality of life for those who live and work in Rockville by providing strategic and policy direction for city services, facilities, and initiatives.

The Mayor and Council, supported by the Office of the City Clerk/Director of Council Operations, advocate for the protection and promotion of the health, safety, comfort, and quality of life of the residents of Rockville and for the preservation of the city's property, rights, and privileges.



Fiscal Year 2022 Accomplishments

- Hired a new City Attorney
- Hired a new Deputy City Clerk and Executive Administrative Assistant
- Established a Community Policing Advisory Board
- Established a Youth Commission
- Established a Charter Review Commission
- Established an Education Commission
- Implemented the recommendations from the Boards and Commissions Task Force
- Approved Guidelines and Procedures for Boards, Commissions, Committees and Task Forces
- Approved resolution and initiative of diversity, equity, inclusion, and social justice in Rockville
- Held the Rockville Goes Purple event to raise awareness and educate the public on the dangers of prescription drugs and opioids abuse
- Adopted the Comprehensive Plan
- Adopted the city's first Climate Action Plan
- Supported vaccine distribution letter to District 17, Montgomery County, and County Executive
- Passed ordinance to establish water and sewer rates and charges for the second half of FY 2022 through FY 2024
- Kicked off the development of Rockville East District
- Office of the City Clerk/Director of Council Operations continued facilitation of virtual meetings and began facilitation of hybrid Mayor and Council meetings due to the continuation of the COVID-19 pandemic
- Worked with consultant to build and begin staff training on a new and improved agenda management system
- Provided staff support for the Board of Supervisors of Elections and Charter Review Commission
- Updated ordinances and resolutions on the city's website
- Allocated a substantial portion of the city's \$9.6 million in funding from the American Rescue Plan Act (ARPA) to forgive delinquent city water and sewer bills and address infrastructure needs
- Held a Mayor and Council retreat in Spring 2022 to discuss priorities and initiatives



Mayor and Council Department Fiscal Year 2023 Outlook

The Mayor and Council and the Office of the City Clerk/Director of Council Operations plans the following initiatives for FY 2023:

- Continue implementation of the recommendations from the Boards and Commissions Task Force
- Provide orientation for boards, commissions, committees and task force staff liaisons, chairs, and members
- Continue the ongoing efforts to update the city's Personnel Policies and Procedures Manual
- Continue the process to implement the city's first Climate Action Plan
- Continue the process to develop an Employee Homeownership Program
- Continue the Rockville Goes Purple initiative to raise awareness and educate the public on the dangers of prescription drugs and opioids abuse
- Discuss and implement new initiatives for Town Center and citywide branding
- Work with staff to allocate the city's remaining ARPA funds
- Discuss, develop plans for, and consider public comments regarding the King Farm Farmstead and RedGate Park in coordination with other city departments
- Review and update the Office of the City Clerk/Director of Council Operations' records retention policy
- Facilitate diversity, equity, inclusion, and social justice training for boards, commissions, task force members, and volunteers
- Continue implementation of the Bikeway and Pedestrian Master Plan and Vision Zero Action Plan to move the City of Rockville toward zero traffic deaths by 2030
- The Office of the City Clerk/Director of Council Operations will begin preparations for the November 2023 election
- Transition to a new and improved agenda management system
- Hire the city's first Boards and Commissions Coordinator
- Visit Yilan City, Taiwan, one of Rockville's Sister Cities



Mayor and Council Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Mayor and Council	363,069	404,460	438,190	8.3%
Office of the City Clerk/Director of Council Operations	420,098	464,630	552,440	18.9%
Department Total (\$)	783,167	869,090	990,630	14.0%

Mayor and Council Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	539,595	561,230	655,010	16.7%
Operating	185,847	239,860	259,020	8.0%
Capital Outlay	-	-	-	-
Other	57,725	68,000	76,600	12.6%
Department Total (\$)	783,167	869,090	990,630	14.0%

Mayor and Council Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Mayor and Council	-	-	-	-
Office of the City Clerk/Director of Council Operations	-	-	-	-
Department Total (\$)	-	-	-	-

Mayor and Council Department FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Office of the City Clerk/Director of Council Operations	3.0	3.0	3.5	16.7%
Regular Subtotal	3.0	3.0	3.5	16.7%
<i>Temporary</i>				
Office of the City Clerk/Director of Council Operations	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	3.0	3.0	3.5	16.7%

Significant Changes from FY 2022 to FY 2023

The Office of the Mayor and Council's budget increased due to stipend increases consistent with the March 29, 2019 Compensation Commission report, the addition of one-time operating funding for a trip to Yilan City, Taiwan, one of Rockville's Sister Cities, and an increase in funding for Rockville Sister City Corporation's use of city services and facilities ("other" category).

The budget and FTEs for the Office of the City Clerk/Director of Council Operations increased due to the addition of a 0.5 FTE Boards and Commissions Coordinator.



Office of the Mayor and Council

The Mayor and Council advocate for the protection and promotion of the health, safety, comfort, and quality of life of the residents of Rockville and for the preservation of the city's property, rights, and privileges.

Mayor and Council Division	Budget	\$438,190
	Regular FTE	0.0
	Temp FTE	0.0
Office of the Mayor and Council	Budget	\$438,190
	Regular FTE	0.0
	Temp FTE	0.0

Office of the Mayor and Council FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Mayor and Council	363,069	404,460	438,190	8.3%
Division Total (\$)	363,069	404,460	438,190	8.3%

Office of the Mayor and Council FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	158,315	162,340	171,720	5.8%
Operating	147,029	174,120	189,870	9.0%
Capital Outlay	-	-	-	-
Other	57,725	68,000	76,600	12.6%
Division Total (\$)	363,069	404,460	438,190	8.3%

Office of the Mayor and Council FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Mayor and Council	-	-	-	-
Division Total (\$)	-	-	-	-

Significant Changes from FY 2022 to FY 2023

The Office of the Mayor and Council's personnel budget includes stipend increases consistent with the Compensation Commission's March 29, 2019 report, which states that the stipend should be adjusted annually by the positive change in the November regional CPI-U, which was 5.8% for November 2021.

Operating costs increased due to one-time funding totaling \$9,500 for a trip to Yilan City, Taiwan, one of Rockville's Sister Cities, as well as ongoing funding to support the annual increase to the Mayor and Council's general travel budget as recommended in the Compensation Commission's March 29, 2019 report.

Costs in the "other" category increased to account for Rockville Sister City Corporation's use of city services and facilities.



Office of the City Clerk/Director of Council Operations

The Office of the City Clerk/Director of Council Operations supports the Mayor and Council in carrying out their vision by preparing, recording, and managing the activities and decisions of the Mayor and Council; serving as the liaison between the Mayor and Council and the residents of Rockville; attending all official meetings of the elected body; codifying and maintaining official city records; conducting research and analysis of complex issues for the Mayor and Council; administering a fair and impartial process for city elections; coordinating the appointment process for the city boards and commissions; coordinating assigned activities with other divisions, departments, and outside agencies; and providing comprehensive administrative support to the Mayor and Council.

City Clerk/Director of Council Operations Division	Budget	\$552,440
	Regular FTE	3.5
	Temp FTE	0.0
Office of the City Clerk/Director of Council Operations	Budget	\$552,440
	Regular FTE	3.5
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide high quality, comprehensive staff support to the Mayor and Council and boards and commissions

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of Mayor and Council ordinances and resolutions put into official record within two weeks of adoption (Target: 100%)	100%	90%	100%	95%
Percent of required attendees completing open meetings compliance training (Target: 100%)	95%	75%	100%	80%
Short Term Objectives				Planned Completion
Complete Open Meetings Act compliance training for members of boards and commissions and staff liaison				Q4 FY 2023

Goal: Manage an efficient, accurate, and compliant Mayor and Council meeting process

Critical Success Factor(s): Good Governance

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of Mayor and Council draft meeting minutes distributed within 30 days of meeting* (Target: ≥ 95%)	N/A	80%	≥ 95%	100%
Percent of Mayor and Council meeting minutes approved within three regular meetings* (Target: ≥ 95%)	N/A	75%	≥ 95%	≥ 95%
Percent of Mayor and Council meeting agendas and meeting packets posted as required (Target: ≥ 100%)**	-	-	-	100%
Percent of Mayor and Council meeting videos posted to the city's website within one business day (Target: ≥ 100%)**	-	-	-	100%

*Due to staffing turnover and vacancies this office worked through a large backlog of meeting minutes in FY 2020.

**This is a new performance measure for FY 2023.



Office of the City Clerk/Director of Council Operations FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the City Clerk/Director of Council Operations	420,098	464,630	552,440	18.9%
Division Total (\$)	420,098	464,630	552,440	18.9%

Office of the City Clerk/Director of Council Operations FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	381,280	398,890	483,290	21.2%
Operating	38,818	65,740	69,150	5.2%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	420,098	464,630	552,440	18.9%

Office of the City Clerk/Director of Council Operations FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the City Clerk/Director of Council Operations	-	-	-	-
Division Total (\$)	-	-	-	-

Office of the City Clerk/Director of Council Operations FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Office of the City Clerk/Director of Council Operations	3.0	3.0	3.5	16.7%
Regular Subtotal	3.0	3.0	3.5	16.7%
<i>Temporary</i>				
Office of the City Clerk/Director of Council Operations	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	3.0	3.0	3.5	16.7%

Significant Changes from FY 2022 to FY 2023

The budget and FTEs for the Office of the City Clerk/Director of Council Operations increased due to the addition of a 0.5 FTE Boards and Commissions Coordinator. Operating costs also increased due to the full restoration of employee travel and training funding that was reduced in response to the COVID-19 pandemic.



Office of the City Attorney

The Office of the City Attorney provides effective and efficient legal services; promotes accountability, trust and openness in government; and focuses on outcomes that are fair, equitable and balanced while protecting the best interest of the city. The Office of the City Attorney functions as both advisor and advocate as it pursues the goals of the Mayor and Council while remaining dedicated to principles of ethical behavior, efficiency, and accountability. The Office of the City Attorney strives to find creative approaches to the opportunities and challenges that face the City of Rockville.

The Office of the City Attorney (OCA) endeavors to render timely legal services of the highest quality to the Mayor and Council, the Office of the City Clerk/Director of Council Operations, the Office of the City Manager, and to all departments and boards and commissions of the City of Rockville, consistent with its commitment to professionalism. The mission of the OCA is to ensure that the Mayor and Council of Rockville conducts its affairs in a manner that compiles with the law, and to minimize its liability. The OCA is responsible for drafting complex agreements, legal opinions, and other legal documents; advising city officials on how to manage risk and comply with the law; enforcing the municipal code; representing the city before administrative agencies and federal and State courts in legal proceedings in which the city has an interest; and supervising and directing outside legal counsel. The OCA's client is the municipal corporation, speaking through the Mayor and Council. The OCA does not provide legal advice to private citizens, nor does it handle criminal matters.

Office of the City Attorney	Budget	\$1,464,900
	Regular FTE	7.0
	Temp FTE	0.0
City Attorney	Budget	\$1,464,900
	Regular FTE	7.0
	Temp FTE	0.0

Fiscal Year 2022 Accomplishments

- Provided legal support for the city's COVID-19 employee vaccination mandate and related COVID-19 recovery arrangements
- Provided legal advice and support for the adoption of the city's Comprehensive Plan
- Provided legal advice and support for the proposed I-270/I-495 expansion project
- Provided legal advice and support for the proposed settlement of certain opioid litigation cases
- Provided legal advice and support for the implementation of new state laws governing the disciplinary process for law enforcement officers
- Provided legal advice and support for revisions to the city's Personnel Policy and Procedures Manual
- Provided legal advice and support to the city's custodian of records for the Maryland Public Information Act
- Provided legal advice and support in the drafting of city ordinances and resolutions
- Provided legal advice and support on the ongoing conversion of RedGate Program Open Space land
- Provided legal advice and support in standardizing conditions of approval for development applications, including project and site plans
- Provided legal support for Town Square/FRIT agreements



Office of the City Attorney's Fiscal Year 2023 Outlook

During FY 2023 the Office of the City Attorney anticipates the following responsibilities:

- Regularly attending meetings of the Mayor and Council and the following quasi-judicial boards and commissions: Planning Commission, Board of Appeals, Historic District Commission, and Landlord/Tenant Commission. Continuing to provide ongoing legal support for all other boards and commissions
- Providing legal advice and preparing legal opinions, as requested by the Mayor and Council, the Office of the City Clerk/Director of Council Operations, and the Office of the City Manager, on a variety of legal issues, including, but not limited to, the Maryland Open Meetings Act, the Maryland Public Information Act, zoning and planning matters, personnel matters (including Family and Medical Leave Act, Fair Labor Standards Act, Americans with Disabilities Act, Health Insurance Portability and Accountability Act, and other employment matters such as terminations, grievances, and labor negotiations), and economic development and contractual matters
- Representing the city in litigation including, but not limited to, municipal infractions, declaratory judgments, personnel matters, police trial boards, and appeals from administrative agency decisions (e.g., quasi-judicial boards and commissions), as well as supervising and directing outside legal counsel
- Reviewing and/or drafting amendments to the City Charter and Code, as well as providing legal support for the city's State legislative priorities and State legislation pending before the Maryland General Assembly
- Providing continued legal advice and support for revisions to the city's Moderately Priced Dwelling Unit (MPDU) program, including code amendments and modifications to the related regulations
- Providing continued legal advice and support related to the implementation of the city's Comprehensive Plan
- Providing continued legal advice and support for the proposed I-270/I-495 expansion project
- Providing continued legal advice and support for the pending opioid litigation cases
- Providing continued legal support for development throughout the city



**Office of the City Attorney
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
City Attorney	1,293,757	1,389,860	1,464,900	5.4%
Department Total (\$)	1,293,757	1,389,860	1,464,900	5.4%

**Office of the City Attorney
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,158,611	1,279,940	1,349,540	5.4%
Operating	131,534	109,920	115,360	4.9%
Capital Outlay	3,612	-	-	-
Other	-	-	-	-
Department Total (\$)	1,293,757	1,389,860	1,464,900	5.4%

**Office of the City Attorney
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
City Attorney	-	-	-	-
Department Total (\$)	-	-	-	-

**Office of the City Attorney
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
City Attorney	7.0	7.0	7.0	0.0%
Regular Subtotal	7.0	7.0	7.0	0.0%
<i>Temporary</i>				
City Attorney	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	7.0	7.0	7.0	0.0%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant changes.



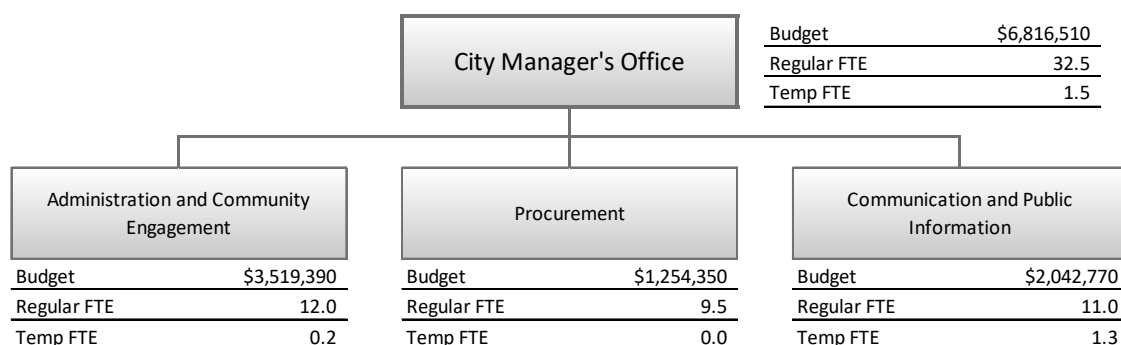


City Manager's Office

The City Manager's Office implements the policies and priorities of the Mayor and Council, provides professional recommendations to the Mayor and Council, and oversees the day-to-day management of city operations.

The team in the City Manager's Office (CMO) leads the city government's effort to make a meaningful difference in residents' lives through intentional efforts to improve quality of life. The team addresses the needs of individual residents and neighborhoods through communication, problem solving, and attentive customer service. Through community engagement, the CMO helps city departments and other stakeholders understand priorities and achieve results. By engaging with other levels of government, the CMO obtains resources and support for the projects and areas of concern that are most important to Rockville.

The CMO partners with the Mayor and Council to tell the city's story, always striving to maintain the hometown feel that makes Rockville special. Through a focus on cross department collaboration, internal communication, and effective procurement, the CMO supports implementation of the Mayor and Council's priorities and the provision of quality city services. With an eye toward responsible spending, creative partnerships, and employee involvement, the CMO leads the implementation of the Mayor and Council's adopted budget and Capital Improvements Program.



Fiscal Year 2022 Accomplishments

- Supported the Mayor and Council's advocacy of policies, programs, and funding that benefit Rockville at the County, regional, State, and federal levels of government
- Fully implemented a vendor collaboration gateway and eSourcing system that provides a permanent solution for receipt of bids and proposals and to conduct procurement by electronic means
- Expanded the Minority, Female, Disabled (MFD) outreach program to include Veteran-owned businesses. The new program will now be called MFD-V: Minority, Female, Disabled, Veteran outreach
- Implemented a new Vendor Connection Portal to allow vendors to reach out to appropriate city departments with their product or service, especially helpful for the city's MFD-V businesses
- Developed a page within the Diversity, Inclusion, and Engagement section of the city's website for MFD-V businesses to include additional resources, partner agencies, and opportunities
- Continued to conduct community outreach and engagement during the pandemic. The city's COVID-19 newsletter was consistently read by more community members than any other newsletter sent out by the city
- Successfully led the Rockville Goes Purple campaign, including an online talk with HBO director Alex Gibney, which was attended by 690 viewers
- Debuted a new digital engagement tool to increase the city's outreach and engagement on the development of RedGate Park and the city's Vision Zero initiative
- Hired the new Advisor to the City Manager for Diversity, Equity, and Inclusion



- Engaged professional consulting services for the city's website redesign, community and citywide branding projects, performance measurement, and grants administration
- Increased the number of city materials that were translated into languages other than English
- Worked with IT to successfully develop a hybrid meeting platform to accommodate in person and online participants at the same time
- Procured new software to streamline the volunteer process, allowing community members to participate more easily
- Conducted a virtual Day of Service as a companion to the annual MLK celebration
- Continued support for the Rockville Chamber of Commerce's work
- Continued to be responsive to Maryland Public Information Act (MPIA) requests in the COVID-19 remote working environment

City Manager's Office Fiscal Year 2023 Outlook

- Continue to support the Mayor and Council's advocacy of policies, programs, and funding that benefit Rockville at the County, regional, State, and federal levels of government
- Support the Mayor and Council's information gathering, deliberations and decision making, and lead citywide implementation of the priorities established by the Mayor and Council for the current 2019 – 2023 term
- Focus efforts on ensuring a vibrant Rockville Town Center; support the future uses of the King Farm Farmstead and RedGate Park
- Continue increasing awareness about the opioid epidemic through Rockville Goes Purple activities
- Engage city staff and the community in the Mayor and Council's work to address social justice, equity, inclusion, and diversity both within the city organization and in the community through the development and implementation of a Social Justice Strategic Plan
- Implement innovative approaches to recognize, celebrate, and make the most of Rockville's ethnic diversity, as well as the diversity of art, culture, and history that makes Rockville unique
- Partner with Rockville Economic Development, Inc. (REDI) and the Rockville Chamber of Commerce through funding, strategic communication, coordinated problem-solving, and participation on their governing boards
- Provide economic development services for the City of Rockville through REDI including business attraction, retention, and expansion support and assistance
- Continue to improve the city's Procurement function, including processes for solicitations and contract awards, by obtaining customer feedback and identifying improvements to processing times through an ongoing external survey. Continue to review and update the Procurement policies and procedures
- Refine tracking of contract awards to MFD-V businesses to include informal and formal (City Manager) approvals, in addition to the Mayor and Council contract awards currently tracked
- Continue to make connections for MFD-V businesses and include new partnering agencies, especially for our Veteran-Owned businesses
- Work with the Board of Supervisors of Elections to create a communication plan for the 2023 city election
- Work with the consultant to evaluate the city's current grants management program and develop a strategic plan to centralize the city's grant process through the new Grants Manager position and maximize future efforts
- Introduce a new city brand and messaging that will reflect the city's commitment to welcoming and including all community members
- Develop a social justice development team to include certified diversity administrators, community engagement organizers, and the Americans with Disabilities Act specialists
- Redesign and redevelop the city's website to reimagine online customer service, improve accessibility and increase civic engagement



**City Manager's Office
FY 2023 Adopted Expenditures by Division**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Community Engagement	2,457,097	3,008,090	3,519,390	17.0%
Procurement	1,070,323	1,105,450	1,254,350	13.5%
Communication and Public Information	2,060,982	2,148,230	2,042,770	-4.9%
Department Total (\$)	5,588,402	6,261,770	6,816,510	8.9%

**City Manager's Office
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	3,235,151	3,664,450	4,262,600	16.3%
Operating	532,921	856,050	643,890	-24.8%
Capital Outlay	416,098	252,200	252,200	0.0%
Other	1,404,232	1,489,070	1,657,820	11.3%
Department Total (\$)	5,588,402	6,261,770	6,816,510	8.9%

**City Manager's Office
FY 2023 Adopted Revenues by Division**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Community Engagement	-	-	-	-
Procurement	-	-	-	-
Communication and Public Information	1,778,590	1,786,960	1,786,960	0.0%
Department Total (\$)	1,778,590	1,786,960	1,786,960	0.0%

**Significant Changes from
FY 2022 to FY 2023**

The Administration and Community Engagement Division's budget increased due to the addition of 4.5 FTEs as well as an increase in the city's grant to REDI, which falls in the "other" category. These increases were partially offset by the removal of one-time consultant funding.

The Procurement Division's budget increased due to the addition of 1.0 FTE.



**City Manager's Office
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration and Community Engagement	6.5	7.5	12.0	60.0%
Procurement	8.5	8.5	9.5	11.8%
Communication and Public Information	12.0	12.0	11.0	-8.3%
Regular Subtotal	27.0	28.0	32.5	16.1%
<i>Temporary</i>				
Administration and Community Engagement	0.2	0.2	0.2	0.0%
Procurement	-	-	-	-
Communication and Public Information	1.3	1.3	1.3	0.0%
Temporary Subtotal	1.5	1.5	1.5	0.0%
Department Total	28.5	29.5	34.0	15.3%

**Significant Changes from
FY 2022 to FY 2023**

A 1.0 FTE Senior Projects Manager, 1.0 FTE Culture, Arts, and History Coordinator, 0.5 FTE ADA Coordinator, and 1.0 FTE Grants Manager were added to the Administration and Community Engagement Division.

A 1.0 FTE Senior Neighborhood Resources Coordinator was transferred from the Communication and Public Information Division to the Administration and Community Engagement Division.

A 1.0 FTE Principal Buyer was added to the Procurement Division.



Administration and Community Engagement Division

The Administration and Community Engagement Division of the City Manager's Office provides professional leadership and management to the city government under the policy direction of its elected body, the Mayor and Council. The Division collaborates with and directs departments to manage all city operations; ensures the Mayor and Council's goals and priorities are met; and develops and maintains productive relationships with residents, businesses, community groups, and other governments. The Division ensures timely responses to requests for service and to Maryland Public Information Act (MPIA) requests. It anticipates organization and community needs and prepares for and responds to changes that impact the city and its residents. The Division manages intergovernmental relations at the County, State, and federal levels of government; provides information and advocacy on legislation and intergovernmental projects; and works to secure funding in support of the city's capital investments. It manages the agreement between the city and Rockville Economic Development, Inc. (REDI).

Engaging the community also means direct contact with residents, promoting volunteerism, celebrating diversity, and supporting community problem solving. Quality of life is enhanced by funding neighborhood improvement projects, celebrating good neighbors, and cultivating civic leadership. The Division responds to our diverse population's needs by providing a staff liaison to the Human Rights Commission and the Asian Pacific-American Task Force.

Administration and Community Engagement Division		Budget	\$3,519,390
		Regular FTE	12.0
		Temp FTE	0.2
Administration		Budget	\$1,589,200
		Regular FTE	10.0
		Temp FTE	0.2
Community Support & Intergovernmental Affairs		Budget	\$344,860
		Regular FTE	2.0
		Temp FTE	0.0
Rockville Economic Development, Inc. (REDI)		Budget	\$1,585,330
		Regular FTE	0.0
		Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide the City of Rockville with professional, ethical, and high-quality city management

Critical Success Factor(s): Good Governance

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
City of Rockville General Fund FTE positions per 1,000 residents (based on population estimates provided by CPDS each budget year)	5.63	5.48	5.43	5.73
Number of City of Rockville budgets in past 10 years with no increase in real or personal property tax rate*	10	10	10	10
*The last real property tax rate increase was in 1995.				
Short Term Objectives	Planned Completion			
Support the Mayor and Council's establishment of goals and priorities for the current term	Q1 FY 2023			

Goal: Protect and promote the city's interests at the County, regional, State, and federal levels of government

Critical Success Factor(s): Good Governance

Short Term Objectives	Planned Completion
Advocate in support of capital and operating funding across the educational spectrum at the County and State levels	Q4 FY 2023
Advocate for the restoration of municipal highway user funding and climate change legislation at the State level	Q4 FY 2023



Goal: Respond to requests for information in a timely, accurate, and efficient manner

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of requests for service from the community to the Mayor and Council and City Manager's Office (staff respond to all requests)	181	369	304	300
Number of Maryland Public Information Act (MPIA) requests (staff respond to all requests)	194	151	240	250
Percent of MPIA requests responded to within 30 days of receipt (Target: ≥ 98%)	≥ 98%	≥ 98%	≥ 98%	≥ 98%

Goal: Recruit, retain, and grow small businesses in the City of Rockville

Critical Success Factor(s): Economic Development

(This goal is administered by contract with Rockville Economic Development, Inc.)

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Reach of REDI advertising/marketing communications (web visitors, unique social media impressions, newsletter opens)*	-	-	-	16,000
Number of digital posts promoting Rockville as a place to do business	69	57	50	50
Number of business visits	146	25	140	100
Business Incentive Grant recipients (Move/Expansion) and Small Business Impact fund recipients	6	3	7	7
Square footage of new space leased by grantees	41,800	35,711	35,000	35,000
Aggregate average annual salaries for grantee firms	\$175,000	\$90,000	\$95,000	\$95,000
Number of full-time jobs added to Rockville through grantees	300	40	100	100
Number of Maryland Women's Business Center (MWBC) workshops offered to entrepreneurs	137	70	130	70
Number of MWBC workshop attendees	2,543	1,167	1,200	1,200
MWBC Capital Infusion in Rockville**	\$1,063,700	\$1,892,652	\$500,000	\$500,000
Minority businesses assisted				
Montgomery County	163	357	175	200
City of Rockville	25	38	30	50
Number of Rockville companies promoted through social media	307	162	150	150
Number of broker/economic development event sponsorships where REDI receives brand recognition	4	9	4	7
Number of industry sector events hosted/promoted	17	16	8	10
Number of external articles posted sharing news about Rockville's industry sectors	96	12	40	50

*This is a new performance measure for FY 2023.

**Much of the funding received by MWBC clients in FY 2020 and FY 2021 was from the federal Paycheck Protection Program and Economic Injury Disaster Loans obtained due to the COVID-19 pandemic, and other available relief funds.



Goal: Facilitate public engagement and mobilization around issues that are important to Rockville's diverse community

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of residents engaged with at community meetings	363	472	400	350
Number of Rockville City Academy participants	0	43	20	30
Percent of Rockville City Academy participants rating the program good or excellent (Target: > 90%)	0	100%	100%	100%
Number of volunteer hours generated by the city's volunteer program*	41,033	9,685	30,000	30,000
Number of volunteer hours generated by the Community Empowerment grant	50	150	400	200

**This performance measure has been impacted by COVID-19 health guidelines.*

Short Term Objectives	Planned Completion
Increase communication with residents that require special accommodations	Q2 FY 2023
Provide support for education and engagement on the November 2023 city election	Q3 FY 2023
Facilitate meetings with community faith-based organizations to develop partnerships and volunteer opportunities to strengthen community engagement as part of the city's mission to increase diversity, equity, and inclusion	Q3 FY 2023
Work with Rockville Economic Development, Inc. (REDI) to create more volunteer opportunities for residents with local businesses	Q4 FY 2023



Administration and Community Engagement Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	858,279	1,274,930	1,589,200	24.6%
Community Support & Intergovernmental Affairs	318,958	330,700	344,860	4.3%
Rockville Economic Development, Inc. (REDI)	1,279,860	1,402,460	1,585,330	13.0%
Division Total (\$)	2,457,097	3,008,090	3,519,390	17.0%

Administration and Community Engagement Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	973,634	1,217,920	1,786,980	46.7%
Operating	89,019	315,730	89,220	-71.7%
Capital Outlay	-	-	-	-
Other	1,394,444	1,474,440	1,643,190	11.4%
Division Total (\$)	2,457,097	3,008,090	3,519,390	17.0%

Administration and Community Engagement Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	-	-	-	-
Community Support & Intergovernmental Affairs	-	-	-	-
Rockville Economic Development, Inc. (REDI)	-	-	-	-
Division Total (\$)	-	-	-	-

Significant Changes from FY 2022 to FY 2023

The Administration Cost Center's budget increased due to the addition of 4.5 FTEs (3.5 new FTEs plus the transfer of 1.0 FTE from the Communication and Public Information Division). One-time operating consultant funding was removed from this Cost Center.

The city's grant to REDI, which falls in the "other" category shown in the table to the left, increased by \$182,870 to cover operational cost increases, tourism promotion, and an increase to the Move/Expansion business incentive program. This total also includes one-time funding of \$90,000 for a commercial district creation project.



**Administration and Community Engagement Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration	4.5	5.5	10.0	81.8%
Community Support & Intergovernmental Affairs	2.0	2.0	2.0	0.0%
Rockville Economic Development, Inc. (REDI)	-	-	-	-
Regular Subtotal	6.5	7.5	12.0	60.0%
<i>Temporary</i>				
Administration	0.2	0.2	0.2	0.0%
Community Support & Intergovernmental Affairs	-	-	-	-
Rockville Economic Development, Inc. (REDI)	-	-	-	-
Temporary Subtotal	0.2	0.2	0.2	0.0%
Division Total	6.7	7.7	12.2	58.4%

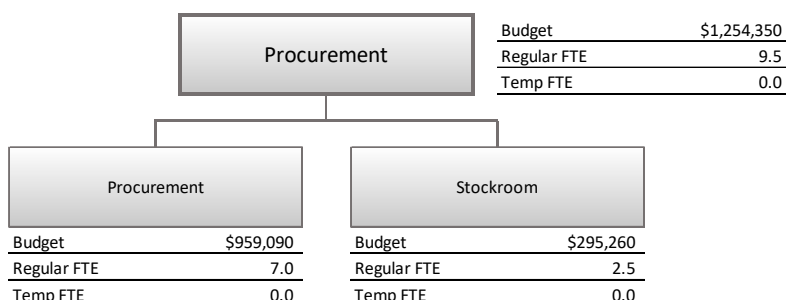
**Significant Changes from
FY 2022 to FY 2023**

A 1.0 FTE Senior Projects Manager, 1.0 FTE Culture, Arts, and History Coordinator, 0.5 FTE ADA Coordinator, and 1.0 FTE Grants Manager were added to the Administration Cost Center for FY 2023. Additionally, a 1.0 FTE Senior Neighborhood Resources Coordinator was transferred to the Administration Cost Center from the Communication and Public Information Division.



Procurement Division

The Procurement Division conducts all procurement activities in an open and transparent environment, protects the integrity of the city's procurement systems, maximizes the return on investment of the city's resources in fulfilling the city's public policy objectives, surpluses excess city property, and provides equitable treatment to all persons involved in procurement activities. This Division maintains the city's minority, female, disabled, and veteran (MFD-V) business outreach program, procurement card program, and supply management training program. This Division also manages the city's stockroom, which seeks to provide supplies to all city departments while minimizing the resources invested in inventory and optimizing availability of in-demand items.



Performance Measures and Short Term Objectives

Goal: Provide the City of Rockville with a high quality, transparent, and cost-effective procurement process

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of total contract value saved/avoided due to the utilization of competitive procurement processes under City Code Chapter 17 (Target: >10%)	36%	24%	≥ 28%	≥ 30%
Percent of responses with an overall rating of satisfactory or above based on internal procurement customer satisfaction survey (Target: ≥ 90%)	-	86%	≥ 85%	≥ 85%
Percent of responses with an overall rating of satisfactory or above based on external procurement customer satisfaction survey (Target: ≥ 90%)	86%	85%	≥ 85%	≥ 85%
Number of one-on-one technical consultation meetings with minority, female, disabled, or veteran (MFD-V) vendors that were a direct result of attending/participating/hosting MFD-V events (Target: ≥ 20)	21	14	≥ 40	≥ 25
Number of purchasing-related training events for internal staff and/or the business community (Target: ≥ 10)	10	18	≥ 10	≥ 10

Short Term Objectives	Planned Completion
Continue updates to the Procurement processes and procedures, to include electronic and automated processes (i.e. best practices, administrative procedures, etc.)	Q2 FY 2023
Continue to solicit feedback as it relates to customer satisfaction from the business community, MFD-V vendors, and city staff through surveys	Q2 FY 2023
Continue to meet outlined goals, objectives, and targets as provided in the Procurement Strategic Plan	Q4 FY 2023



Goal: Provide the City of Rockville with a well-stocked, efficient, and cost-effective stockroom

Critical Success Factor(s): Efficient and Effective Service Delivery, Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Average availability rate of stock items requested by city departments (Target: $\geq 95\%$)	99%	99%	$\geq 95\%$	$\geq 95\%$
Error rate between actual and system annual inventory counts per stock number (Target: $\leq 5\%$)	4%	1%	$\leq 5\%$	$\leq 5\%$
Error rate between actual and system annual inventory counts per number of items (Target: $\leq 5\%$)	5%	1%	$\leq 5\%$	$\leq 5\%$
Error rate between actual and system annual inventory counts per dollar amount (Target: $\leq 2\%$)	1%	1%	$\leq 2\%$	$\leq 2\%$



Procurement Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Procurement	738,909	762,090	959,090	25.8%
Stockroom	331,414	343,360	295,260	-14.0%
Division Total (\$)	1,070,323	1,105,450	1,254,350	13.5%

Procurement Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,011,948	1,040,790	1,179,520	13.3%
Operating	17,947	56,030	66,200	18.2%
Capital Outlay	31,800	-	-	-
Other	8,628	8,630	8,630	0.0%
Division Total (\$)	1,070,323	1,105,450	1,254,350	13.5%

Procurement Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Procurement	-	-	-	-
Stockroom	-	-	-	-
Division Total (\$)	-	-	-	-

Procurement Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Procurement	5.5	5.5	7.0	27.3%
Stockroom	3.0	3.0	2.5	-16.7%
Regular Subtotal	8.5	8.5	9.5	11.8%
<i>Temporary</i>				
Procurement	-	-	-	-
Stockroom	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	8.5	8.5	9.5	11.8%

Significant Changes from FY 2022 to FY 2023

The personnel budget for the Procurement Cost Center increased due to the addition of a 1.0 FTE Principal Buyer and the conversion of a 0.5 FTE Administrative Assistant position to a 1.0 FTE.

The personnel budget for the Stockroom Cost Center decreased due to the conversion of a vacant 1.0 FTE Inventory Specialist to a 0.5 FTE to support the increase in the Procurement Cost Center's Administrative Assistant position.

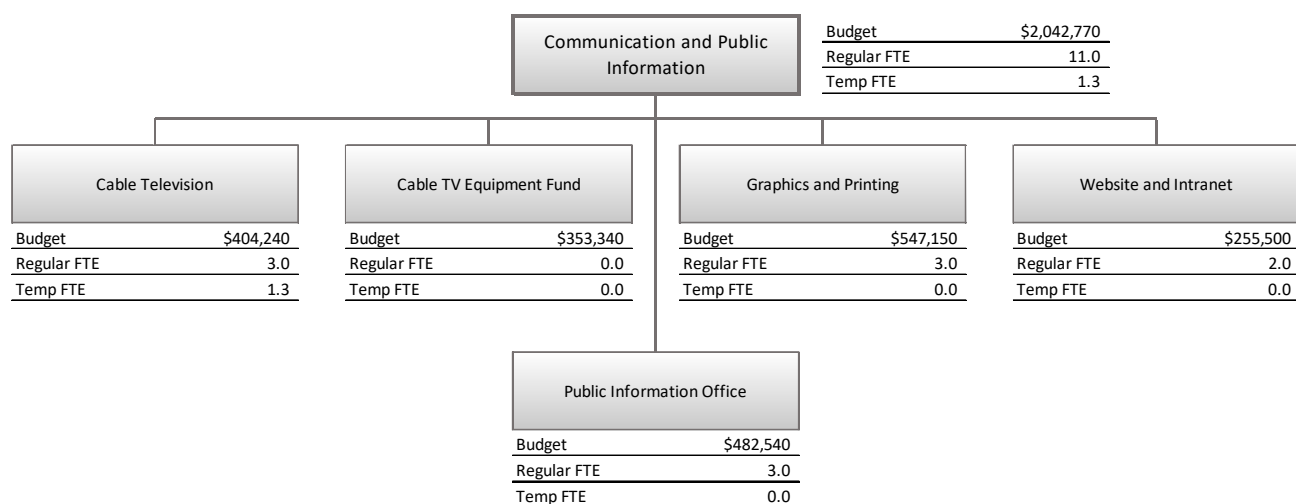
The operating budget increased due to full restoration of citywide travel and training funds, as well as one-time equipment costs related to the new 1.0 FTE Principal Buyer in the Procurement Cost Center.



Communication and Public Information Division

The Communication and Public Information Division leads the effort to communicate with and engage all of Rockville's residents and stakeholders. This effort includes developing and implementing strategic, efficient, and transparent communication plans that are appropriate for the community's diverse audiences. The Division drives engagement between the city government and the community, facilitating awareness of city programs, projects, events, and services using the city's website (www.rockvillemd.gov), newsletter (Rockville Reports and RockvilleReports.com), and video production capabilities (Rockville Channel 11), as well as social media, electronic newsletters, video on demand, contact with local and national media outlets, and mobile technology.

CMO



Performance Measures and Short Term Objectives

Goal: Ensure Rockville residents are well informed about city services and the Mayor and Council, and have access to accurate, comprehensive, and engaging information

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Average monthly website visits (total)	62,122	66,114	70,000	70,000
Number of YouTube subscribers	798	918	850	930
Number of Facebook followers	7,500	8,410	8,000	9,000
Number of Twitter followers	12,000	13,000	15,000	15,000
Number of NextDoor members	-	18,098	18,000	18,000
Number of news segments taped and aired (including all meetings)	901	809	930	930
Number of video views on all platforms (streaming, YouTube, etc.)	168,100	93,658	175,000	175,000

Short Term Objectives	Planned Completion
Improve the nomination process for the "Good Neighbor Award" as directed by the Mayor and Council	Q1 FY 2023
Redesign city website to enhance digital engagement and information sharing with the public	Q2 FY 2023



Goal: Create high quality and timely printed media

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of copy jobs completed	403	255	300	300



Communication and Public Information Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Cable Television	356,628	412,490	404,240	-2.0%
Cable TV Equipment Fund	470,032	353,340	353,340	0.0%
Graphics and Printing	470,873	502,390	547,150	8.9%
Human Rights and Community Mediation	-	-	-	-
Public Information Office	556,396	657,900	482,540	-26.7%
Website and Intranet	207,053	222,110	255,500	15.0%
Division Total (\$)	2,060,982	2,148,230	2,042,770	-4.9%

Significant Changes from FY 2022 to FY 2023

The budgets for the Graphics and Printing, Public Information Office, and Website and Intranet cost centers all changed due to the shifting of existing FTEs as described alongside the division's FTE table.

Communication and Public Information Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,249,569	1,405,740	1,296,100	-7.8%
Operating	425,955	484,290	488,470	0.9%
Capital Outlay	384,298	252,200	252,200	0.0%
Other	1,160	6,000	6,000	0.0%
Division Total (\$)	2,060,982	2,148,230	2,042,770	-4.9%

Communication and Public Information Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Cable Television	1,010,191	1,001,330	1,001,330	0.0%
Cable TV Equipment Fund	768,399	785,630	785,630	0.0%
Graphics and Printing	-	-	-	-
Human Rights and Community Mediation	-	-	-	-
Public Information Office	-	-	-	-
Website and Intranet	-	-	-	-
Division Total (\$)	1,778,590	1,786,960	1,786,960	0.0%



Communication and Public Information Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Cable Television	3.0	3.0	3.0	0.0%
Cable TV Equipment Fund	-	-	-	-
Graphics and Printing	2.5	2.5	3.0	20.0%
Human Rights and Community Mediation*	1.0	-	-	-
Public Information Office	4.0	5.0	3.0	-40.0%
Website and Intranet	1.5	1.5	2.0	33.3%
Regular Subtotal	12.0	12.0	11.0	-8.3%
<i>Temporary</i>				
Cable Television	1.3	1.3	1.3	0.0%
Cable TV Equipment Fund	-	-	-	-
Graphics and Printing	-	-	-	-
Human Rights and Community Mediation	-	-	-	-
Public Information Office	-	-	-	-
Website and Intranet	-	-	-	-
Temporary Subtotal	1.3	1.3	1.3	0.0%
Division Total	13.3	13.3	12.3	-7.5%

*The 1.0 FTE from the Human Rights and Community Mediation Cost Center was transferred to the new Department of Housing and Community Development at the start of FY 2021.

Significant Changes from FY 2022 to FY 2023

A 1.0 FTE Social Media and Digital Engagement Specialist was moved from the Public Information Office Cost Center to the Website and Intranet Cost Center. A 1.0 FTE Graphics Specialist that was split evenly between the Graphics and Printing and Website and Intranet Cost Centers was moved fully into the Graphics and Printing Cost Center for FY 2023. A 1.0 FTE Senior Neighborhood Resources Coordinator was moved from the Public Information Office Cost Center to the Administration and Community Engagement Division.

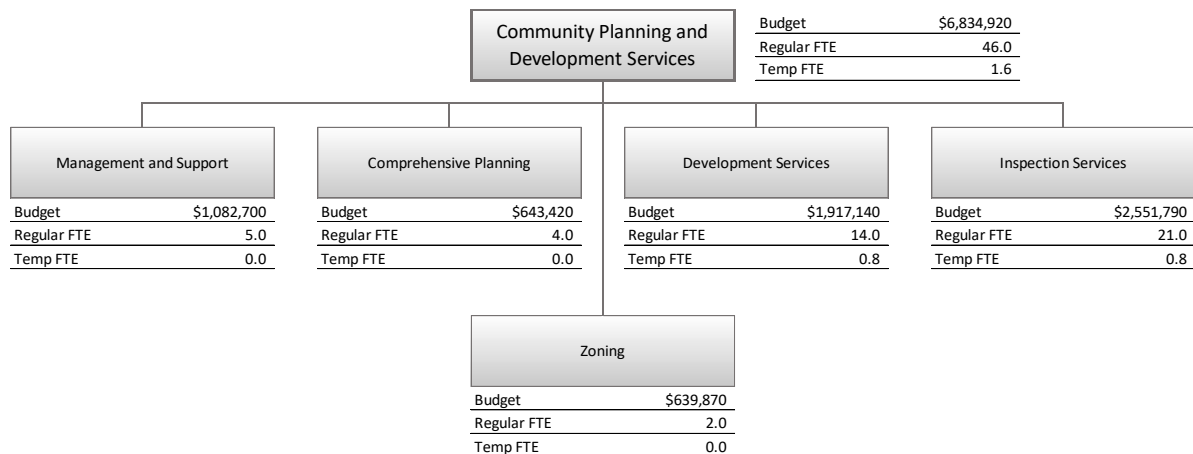


Department of Community Planning and Development Services

The Department of Community Planning and Development Services facilitates the development of plans and administers policies and standards that foster a vibrant, sustainable, safe, and inclusive city.

The Department of Community Planning and Development Services (CPDS) manages comprehensive and neighborhood planning, and it regulates property development and construction projects within the City of Rockville. The Department's activities are guided by the community's vision as expressed through the Mayor and Council's adopted Comprehensive Plan, goals for Historic Preservation, the Zoning Ordinance, building and property maintenance regulations, and other development regulations. CPDS serves many different types of customers, including residents, neighborhood groups, business owners, nonprofit organizations, contractors, commission/board members, property owners, those who visit the city for work or for tourism, and others. The Department fields a large amount of phone calls, emails, and walk-in customers requesting general zoning or permitting information, historic research, and interpretations of the building and fire codes. The role of the Department is broad and specific. It ranges from the big-picture perspective of comprehensive planning to the property-specific scope of zoning regulations, code enforcement, and both permitting and inspections for building safety. The Department also coordinates with public and private sector partners and with Rockville Economic Development, Inc. (REDI) on strategies to enhance success in Town Center, and on a better environment for business throughout Rockville.

CPDS



Fiscal Year 2022 Accomplishments

- Facilitated Mayor and Council's adoption of the Rockville 2040 Comprehensive Plan for the city
- Worked with the Mayor and Council, the Planning Commission, other departments, and the community to develop near-term priorities for implementing the Comprehensive Plan
- Implemented key process improvements related to the FAST project (Faster, Accountable, Smarter, and more Transparent development and permitting processes), including:
 - Launched MyGovernmentOnline (MGO) as a "one-stop shop" for comprehensive online permitting and review of development plans, including for applications, payments, reviewing digital plans, and inspections
 - Mayor and Council adopted zoning text amendments to address Phase I streamlining recommendations from the FAST initiative, which included zoning changes that reflect the city's desire to be more attractive to business investments and, in particular, life sciences investors
- Successfully served customers' needs, both virtually and in-person, throughout the year, as CPDS ensured safety during the COVID-19 pandemic while helping residents, businesses, and other customers achieve their goals



- Facilitated Mayor and Council's adoption of amendments to the Zoning Ordinance to implement the Stonestreet Corridor Comprehensive Plan recommendations
- Managed approvals for key development projects, including new residences at 16200 Frederick Road (which included annexation) and 1800 Research Boulevard, and managed building permits for construction of Twinbrook Quarter project
- Collaborated with Public Works on oversight of the streets in Town Center that are completely or partially closed for use as outdoor seating and activities and helped to envision a new future for Gibbs Street to encourage street-level activity
- Successfully completed performance audit with consultant on permit fees and completed most recommendations
- Launched The Compliance Engine, which will improve fire safety in the city through proactive compliance
- Received Mayor & Council approval for adoption of the Chapter 9 Fire Codes-2018 NFPA 1 and NFPA 101

Department of Community Planning and Development Services Fiscal Year 2023 Outlook

Implementing the Comprehensive Plan – With the adoption of the new Comprehensive Plan on August 2, 2021, the city needs to move forward with implementation. The Mayor and Council have provided direction on implementation priorities, with a comprehensive update to the Zoning Ordinance as one of the highest priority actions to be taken. Other priorities include, but are not limited to, updating the Town Center Master Plan, completing the Rockville Metro Station Community Visioning and Concept Design Study, initiating and implementing an annexation plan, and completing a master plan for RedGate Park in coordination with partner departments.

Design Guidelines for Lincoln Park and the West End – Staff has initiated this project and will hire a consultant to support this effort. Using the East Rockville Design Guidelines as an example, staff will work with these neighborhoods to develop unique standards to effectively regulate the construction of new single-family homes and additions.

Town Center Initiatives – CPDS will continue to work with other departments, REDI, the Rockville Chamber of Commerce, residents, business owners, and the Mayor and Council to enhance the vitality and livability of Rockville's downtown.

Implementation of MyGovernmentOnline – Staff launched the first phase of this new online system (building permitting) to process all building and development applications. The next phases include incorporating applications for development projects and permitting for public works. This system will significantly improve staff's effectiveness in serving our customers and will provide greater access to the public for development-related activities.

Continued Implementation of FAST (Faster, Accountable, Smarter, and Transparent) Improving the Building and Development Review Processes - To serve our customers during the pandemic, our department has transformed to provide many of our services virtually through online applications and resources, launching My Government Online, and implementing a paperless plan review process. Our staff has also streamlined processes as a result of being given additional authority by the Mayor and Council in October 2021. These changes should put Rockville at a competitive edge compared to other jurisdictions.

Historic Preservation Work Program – Following direction from the Mayor and Council on a proposed multi-year work program, staff will begin implementation of the directed tasks and initiatives. There will also be a high focus on improving processes and effectiveness related to applications for review of historic significance.



Department of Community Planning and Development Services FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	861,473	943,160	1,082,700	14.8%
Comprehensive Planning	629,272	666,800	643,420	-3.5%
Development Services	1,683,550	2,056,930	1,917,140	-6.8%
Inspection Services	2,285,203	2,452,540	2,551,790	4.0%
Zoning	-	-	639,870	N/A
Department Total (\$)	5,459,498	6,119,430	6,834,920	11.7%

Department of Community Planning and Development Services FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	5,138,578	5,629,740	6,033,840	7.2%
Operating	256,420	425,190	681,080	60.2%
Capital Outlay	-	-	-	-
Other	64,500	64,500	120,000	86.0%
Department Total (\$)	5,459,498	6,119,430	6,834,920	11.7%

Department of Community Planning and Development Services FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	-	-	-	-
Comprehensive Planning	-	-	-	-
Development Services	110,991	155,000	155,000	0.0%
Inspection Services	2,949,469	3,650,760	3,552,060	-2.7%
Zoning and Development Review	-	-	-	-
Department Total (\$)	3,060,460	3,805,760	3,707,060	-2.6%

Significant Changes from FY 2022 to FY 2023

Personnel costs increased in the Management and Support Division and the Development Services Division due to the restoration of two previously frozen Senior Planner positions.

The Development Review Cost Center was shifted from the Zoning Division, formerly the Zoning and Development Review Division, to the Development Services Division.

Expenditures decreased in the Development Services Division and increased in the Zoning Division related to the transfer of the Chief of Zoning and the Deputy Zoning Manager positions.

Operating costs increased in the Zoning Division due to the addition of \$300,000 for a consultant to assist with a comprehensive rewrite of the Zoning Ordinance.

Operating costs decreased in the Comprehensive Planning Division due to the removal of \$40,000 in one-time funding for a consultant to assist in the project to develop Design Guidelines for the West End and Lincoln Park.

Other costs increased in the Comprehensive Planning Division due to increasing the outside agency funding to Peerless Rockville by \$55,500.



Department of Community Planning and Development Services FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Management and Support	7.0	4.0	5.0	25.0%
Comprehensive Planning	4.0	4.0	4.0	0.0%
Development Services	13.0	15.0	14.0	-6.7%
Inspection Services	23.0	21.0	21.0	0.0%
Zoning	-	-	2.0	N/A
Regular Subtotal	47.0	44.0	46.0	4.5%
<i>Temporary</i>				
Management and Support	-	-	-	-
Comprehensive Planning	-	-	-	-
Development Services	-	0.8	0.8	0.0%
Inspection Services	-	0.8	0.8	0.0%
Zoning and Development Review	-	-	-	-
Temporary Subtotal	-	1.6	1.6	0.0%
Department Total	47.0	45.6	47.6	4.4%

Significant Changes from FY 2022 to FY 2023

Regular FTEs increased by 2.0 FTEs due to the restoration of two previously frozen Senior Planner positions, 1.0 FTE in the Management and Support Division and 1.0 FTE in the Development Services Division. The increase in the Development Services Division was offset by the transfer of 2.0 FTEs to the Zoning Division.



Management and Support Division

The Management and Support Division provides leadership and coaching to ensure that services and projects support citywide policies, engage the public, and provide high-quality professional and technical advice. The management team also leads the Department in enhancing community engagement, including ensuring that all parts of the Department have the highest level of customer service. Another key function is to advise the Mayor and Council, boards and commissions, and community about codes, comprehensive plans, and their implications for the city or neighborhood. This Division supports the City Manager in the city's objectives for Town Center and business development and provides descriptive data and forecasting.

Management and Support Division	Budget	\$1,082,700
	Regular FTE	5.0
	Temp FTE	0.0
Administration and Support	Budget	\$1,082,700
	Regular FTE	5.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide Department-wide leadership on engaging the community regarding planning, zoning, housing, building regulations, and property maintenance

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of CPDS community meetings	70	35	45	45

Goal: Support citywide goal of a thriving and successful Town Center

Critical Success Factor(s): Safe and Livable Neighborhoods

Short Term Objectives	Planned Completion
Complete WMATA study of Rockville Metro Station	Q3 FY 2023
Initiate update to Town Center Master Plan	Q4 FY 2023
Implement various Town Center initiatives, as directed by Mayor and Council	Q4 FY 2023

Goal: Provide useful and accurate data for the city and to the public and partner entities

Critical Success Factor(s): Planning and Preservation

Short Term Objectives	Planned Completion
Complete an updated Residential Units in Rockville, using the 2020 Census as a basis	Q1 FY 2023
Complete Rockville's portion of MWCOC's Round 10 forecast of regional population, households, and employment	Q2 FY 2023

Goal: Annex key properties into Rockville

Critical Success Factor(s): Planning and Preservation

Short Term Objectives	Planned Completion
Initiate and complete annexations subject to Mayor and Council's established priorities for annexation	Q4 FY 2023



Management and Support Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	861,473	943,160	1,082,700	14.8%
Housing & Comm. Dev. Block Grant	-	-	-	-
Division Total (\$)	861,473	943,160	1,082,700	14.8%

Management and Support Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	735,025	775,080	913,350	17.8%
Operating	126,448	168,080	169,350	0.8%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	861,473	943,160	1,082,700	14.8%

Management and Support Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	-	-	-	-
Housing & Comm. Dev. Block Grant	-	-	-	-
Division Total (\$)	-	-	-	-

Management and Support Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration and Support	5.0	4.0	5.0	25.0%
Housing & Comm. Dev. Block Grant*	2.0	-	-	-
Regular Subtotal	7.0	4.0	5.0	25.0%
<i>Temporary</i>				
Administration and Support	-	-	-	-
Housing & Comm. Dev. Block Grant	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	7.0	4.0	5.0	25.0%

*The 2.0 FTEs from the Housing & Comm. Dev. Block Grant Cost Center was transferred to the new Department of Housing and Community Development at the start of FY 2021.

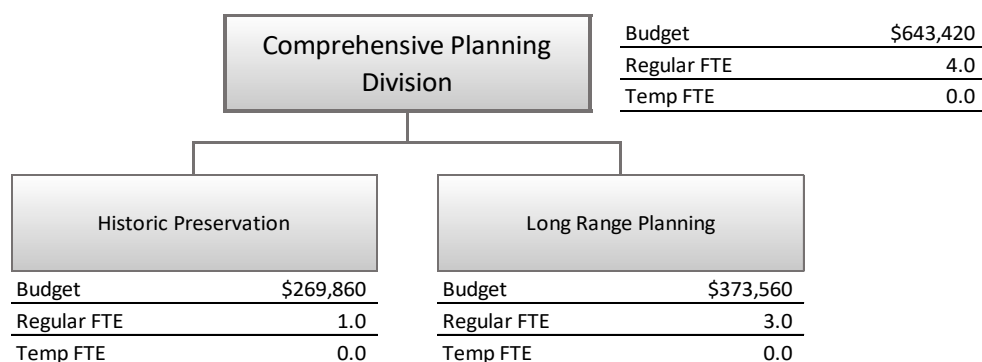
Significant Changes from FY 2022 to FY 2023

Regular FTEs increased by 1.0, with associated personnel cost increases, due to the restoration of a 1.0 FTE Senior Planner, which had previously been frozen during FY 2021.



Comprehensive Planning Division

The Comprehensive Planning Division facilitates the preparation, adoption, and updating of the city's Comprehensive Plan and its components, including neighborhood and topic-specific plans. The Comprehensive Plan reflects the overall priorities of the community and guides the city's future development, conservation, and infrastructure decisions. The Division drafts these plans under the direction of Rockville's Planning Commission and the Mayor and Council with a foundation in public engagement, coordination with other departments and jurisdictions, and in compliance with State law. The staff tracks and facilitates implementation of the adopted plans, including preparing residential design guidelines, land use amendments, and zoning analysis. This Division also monitors and comments on plans and projects led by Montgomery County, the State of Maryland, the Metropolitan Washington Council of Governments (MWCOC), and the City of Gaithersburg. It provides professional and technical expertise as well as administrative support to the Planning Commission and the Historic District Commission (HDC). This Division also administers the city's historic preservation program which includes providing professional analysis and research of buildings that may have historic significance or are intended for demolition. The Preservation Planner provides advice and processes applications for Montgomery County's historic tax credit program, provides advice to applicants and the HDC on the appropriateness of changes to the exterior of historic buildings to support the HDC's issuance of Certificates of Approval, and manages historic preservation programs.



Performance Measures and Short Term Objectives

Goal: Produce plans that set and address the visions of the community, as communicated by actively engaged residents

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Deliverables completed consistent with established schedule for the RedGate Park Plan	-	100%	100%	100%
Deliverables completed consistent with established schedule for the Town Center Master Plan Update	-	-	100%	100%

Short Term Objectives	Planned Completion
Complete consultant and staff work on the RedGate Park Plan	Q3 FY 2023
Hold community meetings to gain input on the update to the Town Center Master Plan	Q4 FY 2023



Goal: Facilitate the city's active implementation of priority policies from approved plans

Critical Success Factor(s): Safe and Livable Neighborhoods

Short Term Objectives	Planned Completion
Provide input to Montgomery College's 10-year capital planning process	Q4 FY 2023
Complete appropriate portion of Implementation Plan for the Rockville 2040 Comprehensive Plan (short-term and long-term objectives), as directed by the Mayor and Council, and manage priority implementation items in collaboration with other departments	Q4 FY 2023

Goal: Ensure the preservation of historically significant properties in the City of Rockville

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of applications:				
Certificates of approval	18	22	30	25
Tax credits	8	12	15	12
Historic significance	4	11	7	10

Short Term Objectives	Planned Completion
Conduct two educational sessions regarding tax credits and other resources available	Q4 FY 2023



Comprehensive Planning Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Historic Preservation	195,277	207,800	269,860	29.9%
Long Range Planning	433,995	459,000	373,560	-18.6%
Division Total (\$)	629,272	666,800	643,420	-3.5%

Comprehensive Planning Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	536,131	542,390	501,690	-7.5%
Operating	28,641	59,910	21,730	-63.7%
Capital Outlay	-	-	-	-
Other	64,500	64,500	120,000	86.0%
Division Total (\$)	629,272	666,800	643,420	-3.5%

Comprehensive Planning Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Historic Preservation	-	-	-	-
Long Range Planning	-	-	-	-
Division Total (\$)	-	-	-	-

Comprehensive Planning Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Historic Preservation	1.0	1.0	1.0	0.0%
Long Range Planning	3.0	3.0	3.0	0.0%
Regular Subtotal	4.0	4.0	4.0	0.0%
<i>Temporary</i>				
Historic Preservation	-	-	-	-
Long Range Planning	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	4.0	4.0	4.0	0.0%

Significant Changes from FY 2022 to FY 2023

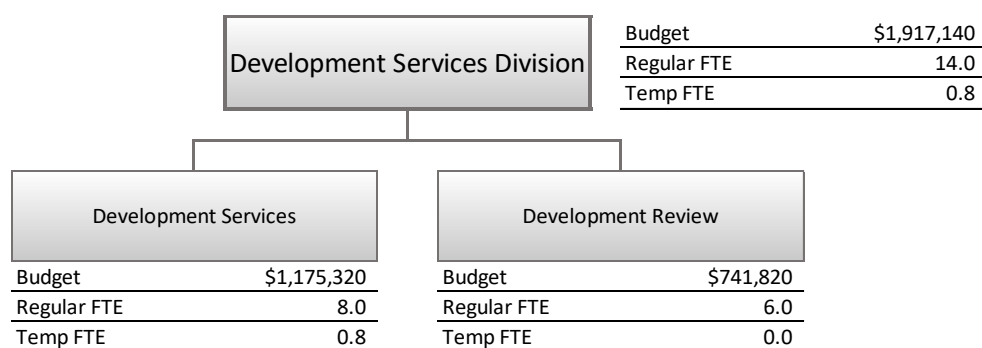
Other costs increased in the Historic Preservation Cost Center due to increasing the outside agency funding to Peerless Rockville by \$55,500.

Operating costs in the Long Range Planning Cost Center decreased due to the removal of \$40,000 in one-time funding for a consultant to assist in the development of design guidelines for the West End and Lincoln Park neighborhoods.



Development Services Division

The Development Services Division receives, analyzes, and coordinates all applications for residential and commercial development in Rockville, and provides administrative support for various other department functions. Development Services staff is focused on internal and external customer service and works closely with other portions of CPDS as well as other departments. Due to the nature of development review and planning, the management team plays an important role in building consensus across departments and in the community. Planners serve as project managers for applications, coordinating comments from other department reviewers, and serving as liaisons to stakeholders and applicants. A Forestry Planner reviews development projects for compliance with the city's Forest and Tree Preservation Ordinance and the Landscaping Screening and Lighting Manual. An inspector accomplishes forestry and landscape inspections of development projects for compliance as built, and through the warranty and maintenance period. Staff also provides professional and technical expertise, as well as administrative support, to the Mayor and Council, Planning Commission, and Board of Appeals in the public review of development applications.



Performance Measures and Short Term Objectives

Goal: To Improve efficiency and effectiveness of the development review and permitting process and delivery of a high level of service to our customers

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
MPIA requests processed within requested deadlines	100%	100%	100%	100%
Permit applications received	4,036	4,348	4,275	4,400
Building	836	942	884	950
Demolition	5	12	7	10
Fire Protection	447	414	403	450
Electrical, Mechanical, Plumbing	2,419	2,383	2,709	2,500
Occupancy	192	350	206	350
Signs	137	109	141	120



Goal: Coordinate the city's development review process in compliance with relevant codes and policies

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of applications received:				
Project plan	1	1	1	1
Site Plan, Level 2/Major Amendments	3	1	5	3
Site Plan, Level 1/Minor Amendments	21	16	20	15
Special Exception	2	2	2	2
Variance	9	9	8	9
Record Plat	3	2	8	4

Goal: Promote environmentally sustainable development by ensuring appropriate preservation and planting of trees and forest on development sites within Rockville

Critical Success Factor: Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of Natural Resource Inventory/Forest Stand Delineation reviews completed within 30 days (Target: 100%)	80%	86%	100%	100%
Percent of Forest Conservation Plan reviews completed within 45 days (Target: 100%)	60%	100%	100%	100%
Percent of development sites under warranty inspected twice a year (Target: 100%)	100%	74%	100%	100%
Percent of active development sites inspected every month (Target: 100%)	75%	50%	100%	100%



Development Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Development Services	1,000,603	1,061,610	1,175,320	10.7%
Development Review	682,947	995,320	741,820	-25.5%
Division Total (\$)	1,683,550	2,056,930	1,917,140	-6.8%

Development Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,598,481	1,895,980	1,771,730	-6.6%
Operating	85,069	160,950	145,410	-9.7%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	1,683,550	2,056,930	1,917,140	-6.8%

Development Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Development Services	-	-	-	-
Development Review	110,991	155,000	155,000	0.0%
Division Total (\$)	110,991	155,000	155,000	0.0%

Development Services Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Development Services	8.0	8.0	8.0	0.0%
Development Review	5.0	7.0	6.0	-14.3%
Regular Subtotal	13.0	15.0	14.0	-6.7%
<i>Temporary</i>				
Development Services	-	0.8	0.8	0.0%
Development Review	-	-	-	-
Temporary Subtotal	-	0.8	0.8	0.0%
Division Total	13.0	15.8	14.8	-6.3%

Significant Changes from FY 2022 to FY 2023

The Development Review Cost Center was shifted from the Zoning Division, formerly the Zoning and Development Review Division, to the Development Services Division.

Personnel and operating costs associated with 2.0 FTEs (a 1.0 FTE Chief of Zoning and a 1.0 FTE Deputy Zoning Manager) were transferred out of the Development Review Cost Center to the Zoning Cost Center, in the Zoning Division. This was partially offset by the restoration of a 1.0 FTE Senior Planner, which had previously been frozen during FY 2021.

Operating costs in the amount of \$23,500 shifted from the Development Review Cost Center to the Development Services Cost Center for digital scanning to migrate paper files to be retained electronically.



Inspection Services Division

The Inspection Services Division enforces State-mandated codes and city ordinances through the issuance of permits and contractor licenses. It conducts reviews of building plans and manages the inspection of all phases of residential and commercial construction. Staff administers the building, fire, and related codes to ensure health and safety and provide accessibility to the public. This Division also enforces property maintenance codes through licensing and inspections to ensure a safe and healthy community environment.

Inspection Services Division		Budget	\$2,551,790
		Regular FTE	21.0
		Temp FTE	0.8
Administration, Plan Review, and Fire Marshal		Budget	\$1,186,770
		Regular FTE	9.0
		Temp FTE	0.8
Building Inspections		Budget	\$619,010
		Regular FTE	5.0
		Temp FTE	0.0
Code Enforcement and Community Enhancement		Budget	\$746,010
		Regular FTE	7.0
		Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Ensure building, fire, and life safety code compliance in the pre-construction phase of development in the City of Rockville

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of plans receiving initial review within three weeks (Target: ≥ 80%)	86%	83%	≥ 90%	≥ 90%

Goal: Ensure building, fire, and life safety code compliance during the construction phase of development in the City of Rockville

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of inspections performed within two days of request (Target: ≥ 95%)	96%	95%	≥ 95%	≥ 95%
Percent of inspections requiring re-inspection (Target: < 10%)	5.3%	4.0%	8.5%	8.5%
Number of general inspections per FTE	3,420	4,012	2,850	2,850
Number of fire safety inspections per FTE	752	920	850	850



Goal: Enforce property maintenance codes to provide a safe and healthy community environment

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of property complaints responded to within 24 hours (Target: > 80%)	79%	92%	93%	92%
Number of rental property inspections	2,398	1,477	3,500	2,800
Number of rental properties licensed	824	951	1,400	1,300
Number of complaint and violation notices issued to owner-occupied properties	361	227	475	445
Number of complaint and violation notices issued to rental properties	128	166	300	175
Number of inspections required to resolve complaints and violations at owner occupied properties	2,943	2,184	3,700	3,000
Number of inspections required to resolve complaints and violations at rental properties	182	280	400	300
Number of multi-family units inspected	288	0*	2,071	2,080
Number of multi-family units licensed	1,443	10,241	10,353	10,400
Number of commercial property complaints received	25	16	25	25
Number of commercial property maintenance violation notices issued	27	19	40	35
Number of commercial property inspections	66	47	100	100
Number of cases requiring court appearances	4	10	20	20
Number of code enforcement complaints	506	636	1,000	750
Number of properties with more than one housing violation	608	447	950	1,000
Number of code enforcement cases per 1,000 residents	10	7	30	20
Percent of code compliance violations resolved voluntarily	94%	94%	97%	95%

*CPDS did not conduct any multi-family unit inspections in FY 2021 due to the COVID-19 pandemic.



Inspection Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration, Plan Review, and Fire Marshal	1,094,168	1,190,610	1,186,770	-0.3%
Building Inspections	520,422	578,320	619,010	7.0%
Code Enforcement and Community Enhancement	670,613	683,610	746,010	9.1%
Division Total (\$)	2,285,203	2,452,540	2,551,790	4.0%

Inspection Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	2,268,941	2,416,290	2,510,500	3.9%
Operating	16,262	36,250	41,290	13.9%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	2,285,203	2,452,540	2,551,790	4.0%

Inspection Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration, Plan Review, and Fire Marshal	282,417	391,130	407,930	4.3%
Building Inspections	1,570,432	2,051,130	1,935,630	-5.6%
Code Enforcement and Community Enhancement	1,096,620	1,208,500	1,208,500	0.0%
Division Total (\$)	2,949,469	3,650,760	3,552,060	-2.7%

Significant Changes from FY 2022 to FY 2023

Operating costs increased in the Inspection Services Division due to the restoration of funding for travel and professional development.

Revenue decreased in the Building Inspections Cost Center due to a change in Maryland State law eliminating electrical licenses at the local level.



**Inspection Services Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration, Plan Review, and Fire Marshal	9.0	9.0	9.0	0.0%
Building Inspections	5.0	5.0	5.0	0.0%
Code Enforcement and Community Enhancement	9.0	7.0	7.0	0.0%
Regular Subtotal	23.0	21.0	21.0	0.0%
<i>Temporary</i>				
Administration, Plan Review, and Fire Marshal	-	0.8	0.8	0.0%
Building Inspections	-	-	-	-
Code Enforcement and Community Enhancement	-	-	-	-
Temporary Subtotal	-	0.8	0.8	0.0%
Division Total	23.0	21.8	21.8	0.0%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant
changes.



Zoning Division

The Zoning Division provides expertise and management related to the city's Zoning Ordinance. The Division advises the Mayor and Council, the Planning Commission, the Board of Appeals, and the Historic District Commission on zoning matters, as well as the staff who supports them. The Division also advises the public, property owners, developers, government agencies and others. The Division manages the process to amend the Zoning Ordinance, as directed by the Mayor and Council.

Zoning Division	Budget	\$639,870
	Regular FTE	2.0
	Temp FTE	0.0
Zoning	Budget	\$639,870
	Regular FTE	2.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Maintain, interpret, and enforce the city's Zoning Ordinance

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Average number of days to respond to zoning verification letters (Target: < 10 days)	14	15	< 10	< 10
Average number of days to respond to zoning and nuisance complaints (Target: ≤ 4 days)	4	4	≤ 4	≤ 4

Short Term Objectives	Planned Completion
Complete interim update to the Zoning Ordinance	Q3 FY 2023
Complete a project to establish regulations for short-term rentals	Q3 FY 2023
Initiate and advance the comprehensive update to the Zoning Ordinance	Q4 FY 2023



Zoning Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Zoning*	-	-	639,870	N/A
Division Total (\$)	-	-	639,870	N/A

*Zoning became a stand-alone Cost Center for FY 2023. For FY 2021 and 2022 it was part of the Development Review Cost Center, formerly the Zoning and Development Review Cost Center.

Zoning Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	-	-	336,570	N/A
Operating	-	-	303,300	N/A
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	-	-	639,870	N/A

Zoning Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Zoning*	-	-	-	-
Division Total (\$)	-	-	-	-

*Zoning became a stand-alone Cost Center for FY 2023. For FY 2021 and 2022 it was part of the Development Review Cost Center, formerly the Zoning and Development Review Cost Center.

Zoning Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Zoning*	-	-	2.0	N/A
Regular Subtotal	-	-	2.0	N/A
<i>Temporary</i>				
Zoning*	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	-	-	2.0	N/A

*Zoning became a stand-alone Cost Center for FY 2023. For FY 2021 and 2022 it was part of the Development Review Cost Center, formerly the Zoning and Development Review Cost Center.

Significant Changes from FY 2022 to FY 2023

The Zoning and Development Review Division was renamed the Zoning Division, and the Development Review Cost Center was shifted from the Zoning Division to the Development Services Division.

Personnel and operating costs associated with 2.0 FTEs (a 1.0 FTE Chief of Zoning and a 1.0 FTE Deputy Zoning Manager) were transferred from the Development Review Cost Center in the Development Services Division to the Zoning Cost Center in the Zoning Division.

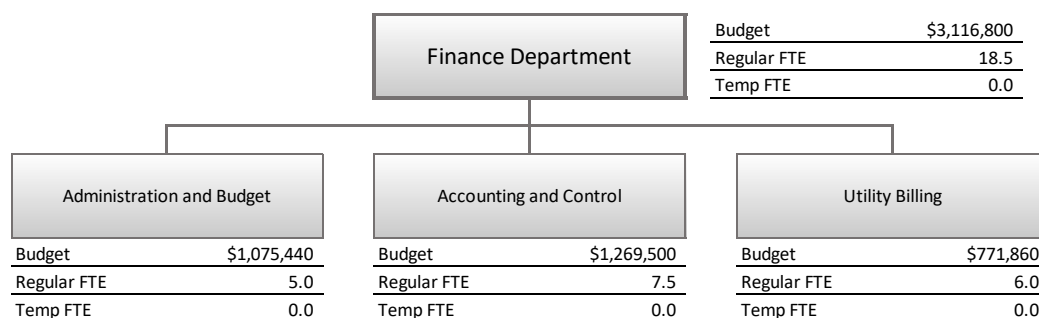
Operating costs increased due to the addition of \$300,000 for a consultant to assist with a comprehensive rewrite to the city's Zoning Ordinance.



Finance Department

The Finance Department maintains the city's high standard of financial excellence by providing residents, employees, and vendors with professional customer service through the collection and disbursement of funds, financial reporting, and management of assets.

The Finance Department manages all city financial activities under the direction of the Chief Financial Officer. The Department assists all city departments in meeting their service objectives by allocating and tracking the city's financial resources, processing financial transactions, and providing information and analysis as a basis for decision making. The Department produces bills, collects revenue, and provides customer service assistance to taxpayers and utility customers. The Department secures financing for capital construction, safeguards and invests city funds, and manages the city's retirement system. Finance Department staff produces the city's annual budget document, Annual Comprehensive Financial Report, Popular Annual Financial Report, and oversees the city's annual independent audit.



Fiscal Year 2022 Accomplishments

- Coordinated the receipt, distribution, and reporting of the city's funding allocation from the federal American Rescue Plan Act (ARPA); this involved several public discussions with the Mayor and Council and the formal appropriation of approximately 80 percent of Rockville's allocation
- Presented four budget amendments; two of which recommended the use of unassigned reserves above the 20 percent reserve target for capital projects or other one-time needs
- Managed the receipt and allocation of FY 2022 supplemental tax duplication funds from Montgomery County
- Completed a comprehensive water and sewer study that evaluated the cost of service by property classification; the recommended plan, which was ultimately adopted by the Mayor and Council in November 2021, sets the water and sewer rates for 2023 and 2024
- Established new rates for refuse and recycling and stormwater management for FY 2023
- Worked in conjunction with the departments of Human Resources, Police, and Public Works to establish new employee incentive programs to promote employee retention and to remain competitive
- Assisted the Department of Community Planning and Development Services with the financial system interface related to the launch of MyGovernmentOnline (MGO), a comprehensive online permitting and plan review system
- Began implementation of the new GASB Statement on leases (GASB 87); this new Statement became effective June 15, 2021, and will be fully implemented for the 2022 Annual Comprehensive Financial Report (ACFR)
- Enhanced the city's payment services for utility billing; this has been a priority of the Mayor and Council and gained momentum during the pandemic when City Hall was closed, and customers were relying on online resources
- Processed one-time COVID-19 premium pay distributions, consistent with the Mayor and Council's direction in February 2022
- Received the Government Finance Officers Association (GFOA) awards for: Certificate of Achievement for Excellence in Financial Reporting for the FY 2021 Annual Comprehensive Financial Report (ACFR), Popular Annual Financial Reporting Award for the FY 2021 Popular Annual Financial Report (PAFR); and the Distinguished Budget Presentation Award for the FY 2022 Adopted Operating Budget and Capital Improvements Program (CIP) Budget



Finance Department Fiscal Year 2023 Outlook

Despite the interruptions due to the pandemic, the Department continues to navigate the financial challenges related to changing market conditions and inflationary pressures. Finance staff have worked diligently to maintain the city's successful budgetary discipline while providing sound financial recommendations and support to the city's executive team and the Mayor and Council. The department also went through some notable personnel transitions in the past year, with the departures of the experienced, long-term Controller in May 2021 and the CFO in November 2021.

During FY 2023, the Department will continue to work on or begin several major initiatives, including the following:

- Continue the coordination of the receipt, distribution, and reporting of the city's ARPA allocation. This involves frequent communication with other jurisdictions/agencies, staff recommendations, Mayor and Council meetings, and numerous trainings on allowable expenses and reporting requirements for the U.S. Treasury. Finance staff have been actively involved with the ARPA funds since the U.S. Treasury distributions in the summer of 2021. Staff expects the second tranche of funds will be delivered in summer 2022.
- Manage the issuance of over \$10 million in general obligation tax-exempt bonds to support the city's water and sewer infrastructure. This bond issue will include an affirmation of the city's triple-A bond rating from two nationally recognized statistical ratings organizations (NRSROs).
- Fully implement the new GASB Statement on leases (GASB 87). This new Statement became effective June 15, 2021. GASB 87 involves new reporting requirements that detail lease assets, lease liabilities, lease receivables, deferred inflows of resources, etc. whether the city is the lessee, the lessor, or both. This GASB Statement will be fully implemented for the 2022 Annual Comprehensive Financial Report (ACFR). The FY 2023 adopted budget includes funding for a system to assist with the city's reporting compliance related to GASB 87.
- Collaborate with the departments of Information Technology, Human Resources, and City Manager's Office to transition to a new/upgraded comprehensive Enterprise Resource Planning (ERP) system for the city. This system will contain core components, including financials, procurement, and human resource modules.
- Model and implement updated utility rates. Finance staff will fully evaluate new rates for refuse and recycling and stormwater management for the next budget cycle. The rates will take into consideration the projected number of accounts, operating spending, and the programmed CIP over the next five years. Rate recommendations will be developed to comply with the Financial Management Policies cash reserve targets, while not placing a heavy financial burden on the Rockville community.
- Review the city's current Financial Management Policies with a focus on cost recovery for Recreation and Parks programs. This initiative will include discussions with the Mayor and Council on their desired level of taxpayer support or subsidy for specific programs. The Mayor and Council discussions will likely include input from the Financial Advisory Board.
- Present recommendations to the Mayor and Council related to the use of unassigned General Fund reserves above the 20 percent reserve requirement. In the past, the city has utilized reserves above the target to fund capital projects or other one-time needs. Use of reserves helps to mitigate the need for long-term borrowing, while helping the Mayor and Council accomplish some of their priority initiatives.
- The Department expects to continue to receive GFOA recognition for its financial documents; more specifically, the Excellence in Popular Annual Financial Reporting Award for its FY 2022 PAFR, the Certificate of Achievement for Excellence in Financial Reporting for its FY 2022 ACFR, and the Distinguished Budget Presentation Award for its FY 2023 budget document. GFOA refers to receiving all three of these awards as the "Triple Crown." The GFOA is a great resource for staff, as they exist to advance excellence in government finance by providing best practices, professional development, resources, and practical research for GFOA members and the communities they serve.



Finance Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Budget	764,840	1,045,400	1,075,440	2.9%
Accounting and Control	1,537,315	1,187,790	1,269,500	6.9%
Utility Billing	663,631	751,150	771,860	2.8%
Department Total (\$)	2,965,786	2,984,340	3,116,800	4.4%

Finance Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	2,408,923	2,498,440	2,602,750	4.2%
Operating	543,219	468,400	489,450	4.5%
Capital Outlay	608	-	3,600	N/A
Other	13,036	17,500	21,000	20.0%
Department Total (\$)	2,965,786	2,984,340	3,116,800	4.4%

Finance Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Budget	-	-	-	-
Accounting and Control	-	-	-	-
Utility Billing	-	-	-	-
Department Total (\$)	-	-	-	-

Finance Department FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration and Budget	4.0	5.0	5.0	0.0%
Accounting and Control	8.5	7.5	7.5	0.0%
Utility Billing	6.0	6.0	6.0	0.0%
Regular Subtotal	18.5	18.5	18.5	0.0%
<i>Temporary</i>				
Administration and Budget	-	-	-	-
Accounting and Control	-	-	-	-
Utility Billing	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	18.5	18.5	18.5	0.0%

Significant Changes from FY 2022 to FY 2023

Capital outlay costs increased in Utility Billing by \$3,600 for computer equipment for staff to efficiently access the new online utility billing system.

Other costs increased in Accounting and Control by \$3,500, which represents a restoration of the payment to the Montgomery County Visitors Bureau for their share of the city's collected hotel tax revenue which had previously been reduced due to the COVID-19 pandemic.



Administration and Budget Division

The Administration and Budget Division develops financial management policies and strategies that promote the city's financial integrity. The Division recommends equitable taxation systems and usage fees; maximizes the return on city investments at minimal risk; maintains banking relations; maintains relationships with financial advisors, investment advisors, actuaries, and rating agencies; plans and executes bond sales; manages most of the city's Non-Departmental revenues and expenditures; and provides internal control oversight. The Division serves as the Executive Secretary to the Retirement Board, is responsible for the investment of all city funds, and manages the city's Statement of Investment Policy. The Division manages the creation and implementation of the city's annual operating and capital budgets, including the production of the budget document, the approval of all budget transfers, construction of any budget amendments, and the creation of the city's Popular Annual Financial Report. The Division approves the fiscal impact of agenda items that go before the Mayor and Council and provides objective management and fiscal analysis for the Mayor and Council and city departments. The Division is also responsible for overseeing the implementation of system upgrades, security administration, maintenance of multiple electronic systems, and systems support. Finally, this Division manages the activity of the city's pension, other postemployment benefits (OPEB), and deferred compensation programs and prepares and oversees accurate input of the city's actuarial reports.

Administration and Budget Division	Budget	\$1,075,440
	Regular FTE	5.0
Financial Administration and Budget	Temp FTE	0.0
	Budget	\$1,075,440
	Regular FTE	5.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide high quality fiscal leadership and sound financial management of the city's resources

Critical Success Factor(s): Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Bond rating (Target: AAA/Aaa)	AAA/Aaa	AAA/Aaa	AAA/Aaa	AAA/Aaa
Total dollar value of bond sales executed:				
New bond sale	\$0	\$18,660,000	\$0	\$15,500,000
Bond refunding	\$13,485,000	\$23,660,000	\$0	\$0
General Fund unassigned fund balance, as a percent of adopted revenue (Target: ≥ 20%)	26.1%	27.0%	≥ 20%	≥ 20%

Short Term Objectives	Planned Completion
Review the city's Financial Management Policies with a focus on cost recovery	Q1 FY 2023
Issue new tax-exempt general obligation bonds for water and sewer	Q2 FY 2023
Affirm the city's triple-A credit rating by at least two NRSROs	Q2 FY 2023
Present recommendations on the use of unassigned General Fund reserves above the 20 percent reserve requirement	Q2 FY 2023



Goal: Provide the City of Rockville with high quality, accurate budgetary, and analytical services

Critical Success Factor(s): Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Overall variance of General Fund expenditures (actual/adopted) (Target: +/- 5%)	0.5%	-5.0%	+/- 5%	+/- 5%
Overall variance of General Fund revenues (actual/adopted) (Target: +/- 5%)	-0.4%	-3.6%	+/- 5%	+/- 5%
Value of operating budget amendments, as a percent of adopted budget, all funds (Target: < 5%)	6.5%	2.4%	< 5%	< 5%
Average GFOA budget reviewer score, as a percent of total points possible	93.0%	93.0%	90.0%	90.0%
Average GFOA Popular Annual Financial Report reviewer score, as a percent of total points possible	88.9%	90.7%	90.0%	90.0%

Short Term Objectives	Planned Completion
Coordinate the planning and distribution of the city's remaining ARPA allocation	Q2 FY 2023
Obtain GFOA award for Distinguished Budget Presentation for FY 2023 Operating and CIP Budget Book	Q2 FY 2023
Obtain GFOA award for Outstanding Achievement in Popular Annual Financial Reporting for FY 2022 Popular Annual Financial Report	Q3 FY 2023



Administration and Budget Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Financial Administration and Budget	764,840	1,045,400	1,075,440	2.9%
Division Total (\$)	764,840	1,045,400	1,075,440	2.9%

Administration and Budget Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	755,248	1,004,790	1,030,210	2.5%
Operating	9,592	40,610	45,230	11.4%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	764,840	1,045,400	1,075,440	2.9%

Administration and Budget Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Financial Administration and Budget	-	-	-	-
Division Total (\$)	-	-	-	-

Administration and Budget Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Financial Administration and Budget	4.0	5.0	5.0	0.0%
Regular Subtotal	4.0	5.0	5.0	0.0%
<i>Temporary</i>				
Financial Administration and Budget	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	4.0	5.0	5.0	0.0%

Significant Changes from FY 2022 to FY 2023

Operating costs increased by \$4,220 due to the restoration of employee travel and training funding that was reduced because of the COVID-19 pandemic.



Accounting and Control Division

The Accounting and Control Division provides timely and accurate accounting, internal control services, and financial reporting for the city. This Division provides professional and consistent financial services to all city departments through accounts payable, payroll processing, accounting services, and internal controls. This Division oversees all aspects of financial reporting and reports the results of city operations through the city's Annual Financial Report, and is responsible for adherence to all Internal Revenue Service (IRS) regulations and filing requirements related to its payroll processing, tax withholdings, and vendor payment processing. The Division serves as the liaison to the Financial Advisory Board.

Accounting and Control Division	Budget	\$1,269,500
	Regular FTE	7.5
	Temp FTE	0.0
Accounting and Audit	Budget	\$1,269,500
	Regular FTE	7.5
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide the City of Rockville with high quality, accurate, and timely accounting services

Critical Success Factor(s): Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of journal vouchers (JVs)	493	510	500	550
Number of JVs per Accounting FTE	246	255	250	260
Percent of JVs entered to correct Accounting error	0.6%	0.0%	0.0%	0.0%
Percent of bank reconciliations completed by the end of the following month (Target: ≥ 92%)	92%	92%	≥ 92%	≥ 92%

Short Term Objectives	Planned Completion
Obtain an unqualified audit opinion for FY 2022	Q1 FY 2023
Fully implement GASB Statement 87 on leases	Q1 FY 2023
Obtain the GFOA Certificate of Achievement for Excellence in Financial Reporting for FY 2022 Annual Comprehensive Financial Report	Q4 FY 2023
Maintain compliance with all ARPA reporting requirements	Q4 FY 2023

Goal: Provide the employees of the City of Rockville with accurate and timely payroll services

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of payroll payments processed	23,519	18,529	21,000	21,000
Number of payroll payments per Payroll FTE	7,840	6,176	7,000	7,000
Number of voided payroll payments due to Payroll error (Target: 0)	0	0	0	0
Percent of all payments issued as manual checks (Target: 0%)	0.1%	0.0%	0.0%	0.0%



Goal: Provide city vendors with timely and accurate remuneration

Critical Success Factor(s): Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of vendor payments processed	5,363	4,177	5,200	5,000
Number of vendor payments per Accounts Payable FTE	3,575	2,506	3,333	3,000
Average number of days to process and issue payments to vendors (Target: ≤ 7 days)	4	4	≤ 4	≤ 4
Number of voided vendor disbursements payments due to Accounts Payable error (Target: 0)	0	0	0	0
Percent of Accounts Payable vendor payments made using Automated Clearing House (ACH) (Target: ≥ 50%)	37%	46%	≥ 50%	≥ 50%
Percent of p-card holders audited for policy compliance (Target: 100%)	76%	75%	100%	100%
Percent of p-card holders placed in suspension for non-compliance	0%	1%	0%	0%

Goal: Manage and empower city staff to make effective use of the city's financial and related systems

Critical Success Factor(s): Efficient and Effective City Service Delivery

Short Term Objectives	Planned Completion
Continue efforts to reduce the number of paper checks issued	Q4 FY 2023



Accounting and Control Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Accounting and Audit	1,166,923	1,186,950	1,269,500	7.0%
Systems Support & Control	370,392	840	-	-100.0%
Division Total (\$)	1,537,315	1,187,790	1,269,500	6.9%

Accounting and Control Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,091,331	914,000	975,780	6.8%
Operating	432,340	256,290	272,720	6.4%
Capital Outlay	608	-	-	-
Other	13,036	17,500	21,000	20.0%
Division Total (\$)	1,537,315	1,187,790	1,269,500	6.9%

Accounting and Control Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Accounting and Audit	-	-	-	-
Systems Support & Control	-	-	-	-
Division Total (\$)	-	-	-	-

Accounting and Control Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Accounting and Audit	7.5	7.5	7.5	0.0%
Systems Support & Control	1.0	-	-	-
Regular Subtotal	8.5	7.5	7.5	0.0%
<i>Temporary</i>				
Accounting and Audit	-	-	-	-
Systems Support & Control	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	8.5	7.5	7.5	0.0%

Significant Changes from FY 2022 to FY 2023

Operating costs increased due to the addition of \$12,500 for DebtBook software for the Division to comply with the updated Governmental Accounting Standards Board (GASB) Statement No. 87.

Other costs increased by \$3,500, which represents a restoration of the payment to the Montgomery County Visitors Bureau for their share of the city's collected hotel tax revenue which had previously been reduced due to the COVID-19 pandemic.



Utility Billing Division

The Utility Billing Division manages the billing and collection of city water and sewer fees; records and receives revenues for all city departments through the Finance cashier; and manages the billing and collection of special assessment charges. Utility Billing staff also read city water meters and provide customer service through appointments at customers' properties. This Division focuses on customer service, clear and logical implementation of utility fee rates, and efficient use of technology. The Utility Billing Division is in the middle of a multi-year process that promotes city utility customers to use online bill payments in lieu of paper billing. This process has been enhanced by the new utility billing system that went live in FY 2021.

Utility Billing	Budget	\$771,860
	Regular FTE	6.0
	Temp FTE	0.0
Utility Billing	Budget	\$771,860
	Regular FTE	6.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide prompt and accurate utility billing and excellent customer service to Rockville residents

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of paper utility bills (water and sewer) and late notices issued	58,549	50,511	55,000	58,000
Percent of utility bills mailed on time (by 15th of the month) (Target: 100%)	100%	100%	100%	100%
Number of online utility bill payments processed	18,939	21,751	25,000	25,000
Short Term Objectives				Planned Completion
Procure armored car services for the city's cash and check deposits				Q4 FY 2023

Goal: Read Rockville water meters accurately and efficiently

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of water meters read quarterly	12,793	12,872	12,793	12,872
Number of water meters read monthly	241	243	241	243
Percent of new water meters tagged with GIS tools	25%	30%	100%	100%



Utility Billing Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Utility Billing	663,631	751,150	771,860	2.8%
Division Total (\$)	663,631	751,150	771,860	2.8%

Utility Billing Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	562,344	579,650	596,760	3.0%
Operating	101,287	171,500	171,500	0.0%
Capital Outlay	-	-	3,600	N/A
Other	-	-	-	-
Division Total (\$)	663,631	751,150	771,860	2.8%

Utility Billing Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Utility Billing*	-	-	-	-
Division Total (\$)	-	-	-	-

*City water and sewer fees are recorded as non-departmental. Non-departmental revenues broken out by Fund can be found in the supplemental section of this document.

Utility Billing Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Utility Billing	6.0	6.0	6.0	0.0%
Regular Subtotal	6.0	6.0	6.0	0.0%
<i>Temporary</i>				
Utility Billing	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	6.0	6.0	6.0	0.0%

Significant Changes from FY 2022 to FY 2023

Capital outlay costs increased by \$3,600 for computer equipment for staff to efficiently access the new online utility billing system.





Department of Housing and Community Development

The Department of Housing and Community Development (HCD) seeks to maximize access to opportunities that enable city residents to develop their capabilities fully, achieve self-sufficiency, and live in human dignity by providing opportunities for affordable housing and comprehensive social services programming.

The Department of Housing and Community Development (HCD) plans and implements activities that seek to increase the city's affordable housing supply and ensure fair and equitable relations between landlords, tenants, businesses, common ownership communities, and their members. HCD strives to maintain existing housing stock in safe, habitable conditions through its Community Development Block Grant (CDBG) Rehabilitation programs, utility payment assistance to prevent utility shut offs, and rental assistance to prevent eviction. Moreover, HCD offers comprehensive and wraparound social services that include counseling and mental health services, referral services to food supply, mentoring, and other self-sufficiency programming.

Department of Housing and Community Development		Budget	\$3,259,940
		Regular FTE	14.0
		Temp FTE	1.9
Administration		Budget	\$828,080
		Regular FTE	5.0
		Temp FTE	0.1
Community Services		Budget	\$1,550,510
		Regular FTE	5.0
		Temp FTE	1.8
Housing & Neighborhood Services		Budget	\$881,350
		Regular FTE	4.0
		Temp FTE	0.0

Fiscal Year 2022 Accomplishments

- Hired new staff for School and Community Youth Services (SCYS) and Senior Housing Policy Analysis
- Supported flood victims at Comfort Inn with four therapeutic recreation sessions and ongoing school-based sessions
- Moderated a discussion on opioid addiction and recovery for Rockville Goes Purple during Opioid Awareness Month
- Built a departmental webpage providing links to other internal and external resources
- Implemented Caregiver Grant Program with additional funding for increased service needs during pandemic
- Increased outreach efforts to include the real estate development and legal community as potential donors to the Holiday Drive program, and collected over \$88,000 in donations, nearly a 50 percent increase from the previous year
- Conducted the Community Development Block Grant (CDBG) application process entirely through an online grants application portal to make it easier for grant applicants and staff to review and administer the award process
- Conducted an employee survey on employer-assisted housing programs to ascertain interest in an employee homeownership program
- Advanced the adoption of amendments to MPDU Ordinance (city code)
 - Extend the city MPDU rental component control period beyond the current 30-year period
 - Amend the MPDU set-aside requirement to fifteen percent throughout the city
- Continued to provide access to information and opportunities for residents to pursue work and career advancement by seeking employment, educational attainment, or skill development
- Completed the sales and leasing of newly constructed MPDUs—Tower Oaks (51 units), Chapman Row (7 units), and Kanso Twinbrook Apartments (30 units)
- Successfully advocated for and secured ARPA funding for Bank On Rockville
- 15 youth residents participated in financial literacy/capability programming
- Continued to develop and implement appreciation learning programming to foster awareness and cohesive living environments in schools and overall community



- Continued to work with RHE, other governmental agencies, and nonprofit organizations in exploring acquisition opportunities towards preservation of affordable housing
- Served more than 620 Rockville households through the annual Holiday Drive Thanksgiving event, representing a 25 percent increase from the previous year, and more than 1,825 children throughout the December holiday season
- The passage of two city resolutions, including: "Hate Has No Place Here: Condemning and Denouncing All Hate, and Hate-Motivated Violent Actions in the City of Rockville" and "Resolution To Endorse and Commit to the Establishment of Government Policies and Practices that Promote Racial Equity"
- Hosted a virtual celebration of the city's 49th anniversary of Dr. Martin Luther King, Jr.'s vision and the city's 2nd annual Juneteenth holiday
- Coordinated and supported the Human Rights Commission (HRC) and Human Services Advisory Commission (HSAC) joint-effort in conducting a survey of wellbeing of city residents

Department of Housing and Community Development Fiscal Year 2023 Outlook

As a result of the COVID-19 pandemic, city residents' needs for affordable housing, food, utility assistance, and many other basic human necessities have risen sharply and HCD has played a critical role in the delivery of housing and community service needs. The city anticipates that these needs will continue to increase in the coming years due to an expected long-term impact on local and national economies. As in the last year since the creation of the department, HCD will continue to focus and deploy resources as the city responds to the current COVID-19 pandemic and the challenging post-COVID future in a coordinated, seamless, and effective manner. Below are some of the tasks HCD aims to tackle during Fiscal Year 2023:

- Launch a comprehensive rewrite of Chapter 13.5 (MPDU Ordinance) and the implementing regulations
- Continue outreach to school counselors, pupil personnel workers, and school administrators for referrals of students and/or families who may benefit from counseling and/or human services assistance
- Present to Mayor and Council a list of Caregiver Funding Taskforce recommendations and implementation strategies
- Continue to work with Rockville Housing Enterprises (RHE), Housing Opportunities Commission (HOC), and others for partnership and affordable housing acquisition opportunities
- Continue to work with DHHS to secure additional funding to meet the growing demand for mental health counseling services for youth
- Continue to explore Linkages to Learning (LTL) designation of Twinbrook ES (an endeavor of the Mayor and Council)
- Explore the creation of a homeownership assistance program for city employees
- Build up website to include links to sites with such educational material as The Substance Abuse and Mental Health Services Administration (SAMHSA), Montgomery Public School System (MCPS) Parent Academy, EveryMind, DHHS, and Maryland State services
- Host a landlord-tenant symposium for the residents and property manager/owners within the city of Rockville
- Create standards of operation manual for MPDU homeownership program
- Collaborate with the Communication and Public Information Division to improve the departmental webpage
- Recover proceeds from MPDU sales
- Launch Bank-On Rockville initiative



Department of Housing and Community Development FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	635,964	812,980	828,080	1.9%
Community Services	1,285,958	1,452,180	1,550,510	6.8%
Housing & Neighborhood Services	696,161	894,890	881,350	-1.5%
Department Total (\$)	2,618,083	3,160,050	3,259,940	3.2%

Department of Housing and Community Development FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,462,304	1,751,530	1,832,730	4.6%
Operating	328,091	464,340	417,670	-10.1%
Capital Outlay	-	-	-	-
Other	827,688	944,180	1,009,540	6.9%
Department Total (\$)	2,618,083	3,160,050	3,259,940	3.2%

Department of Housing and Community Development FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	-	-	-	-
Community Services	350,019	383,860	422,590	10.1%
Housing & Neighborhood Services	221,063	268,250	268,250	0.0%
Department Total (\$)	571,082	652,110	690,840	5.9%

Significant Changes from FY 2022 to FY 2023

Operating costs decreased due to the removal of \$15,600 in the Administration Division for a grant management database that is paid on a two-year contract cycle; and the removal of \$35,000 in one-time funding in the Housing & Neighborhood Services Division for a housing consultant for tax credit initiative programs.

Other costs increased due to the addition of \$60,000 in the Community Services Division for caregiver agency grants.

Revenue increased in the Community Services Division due to an increase in expected Holiday Drive contributions and funding from the Montgomery County DHHS for youth and family counseling services.



**Department of Housing and Community Development
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration	-	5.0	5.0	0.0%
Community Services	-	5.0	5.0	0.0%
Housing & Neighborhood Services	-	4.0	4.0	0.0%
Regular Subtotal	-	14.0	14.0	0.0%
<i>Temporary</i>				
Administration	-	0.1	0.1	0.0%
Community Services	-	1.8	1.8	0.0%
Housing & Neighborhood Services	-	-	-	-
Temporary Subtotal	-	1.9	1.9	0.0%
Department Total	-	15.9	15.9	0.0%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant
changes.



Administration Division

The Administration Division provides oversight functions associated with managing the Department, including strategic planning. The Division advises the Mayor and Council, City Manager, and boards and commissions on housing policy matters, codes, and their implications for the city and its residents. The Division collaborates with various city departments to address housing and community development matters and ensures that the Mayor and Council's goals and priorities for housing and community development are met. The Division also develops and maintains productive relationships with residents, nonprofits, community groups, and other governmental and quasi-governmental entities, including County and State levels of government and Rockville Housing Enterprises (RHE). The Division works to secure funding in support of housing, energy, and community services. The Division also manages the city's caregiver agency grant process.

Administration	Budget	\$828,080
	Regular FTE	5.0
	Temp FTE	0.1
Administration	Budget	\$828,080
	Regular FTE	5.0
	Temp FTE	0.1

Performance Measures and Short Term Objectives

Goal: Provide leadership and strategic direction to facilitate community livability and to foster the creation and preservation of affordable and habitable housing opportunities

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Recommend MPDU policy amendments that incentivize the creation and preservation of affordable housing (Target: 2)	-	2	2	2
Conduct outreach (Webinar; live meetings) to residents and housing providers to disseminate information on housing and other assistance programming (Target: 3)	-	3	3	3
Seek funding opportunities to expanding homeownership opportunities for residents (Target: 1)	-	-	1	1

Short Term Objectives	Planned Completion
Continue updates to MPDU processes and procedures (i.e. best practices, administrative procedures, etc.)	Q3 FY 2023



Goal: Provide leadership and strategic direction to build capacity of school and community-based organizations by developing collaborations that support residents' needs

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Provide leadership for LTL site and SCYS target and additional schools to foster collaboration in human service delivery (Target: 10 schools)*	-	-	-	10
Provide leadership and support in working with community leaders and services providers to foster collaboration in human service delivery (Target: 19 grantees)*	-	-	-	19

*This is a new performance measures for FY 2023.

Short Term Objectives	Planned Completion
Enhance delivery of information and referral to residents through website and other media platforms	Q4 FY 2023

Goal: Deliver financial assistance programs to help low to moderate income homeowners maintain their homes, and provide technical and financial assistance to agencies that serve the housing and social services needs residents

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Caregiver agency grants:				
Processed	21	24	24	24
Awarded	19	17	19	20
CDBG grants:				
Processed	5	5	4	3
Awarded	2	3	3	3

Short Term Objectives	Planned Completion
Encumber 50 percent of the CDBG Year 48 award	Q2 FY 2023

Goal: Ensure timely reporting and grant compliance

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of caregiver agencies that receive a formal site visit (Target: 100%)	50%	100%	75%	100%
Percent of CDBG agencies that receive a formal site visit (Target: 100%)*	0%	0%	100%	100%
Percent of CDBG files audited with zero findings (Target: 100%)*	0%	0%	100%	100%
Percent of CDBG funds expended	100%	100%	100%	100%

*No site visits were conducted in FY 2020 and FY 2021 due to the COVID-19 pandemic.



Administration Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	635,964	812,980	828,080	1.9%
Division Total (\$)	635,964	812,980	828,080	1.9%

Administration Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	542,647	664,700	692,140	4.1%
Operating	7,337	45,080	30,640	-32.0%
Capital Outlay	-	-	-	-
Other	85,980	103,200	105,300	2.0%
Division Total (\$)	635,964	812,980	828,080	1.9%

Administration Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration	-	-	-	-
Division Total (\$)	-	-	-	-

Administration Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration	-	5.0	5.0	0.0%
Regular Subtotal	-	5.0	5.0	0.0%
<i>Temporary</i>				
Administration	-	0.1	0.1	0.0%
Temporary Subtotal	-	0.1	0.1	0.0%
Division Total	-	5.1	5.1	0.0%

Significant Changes from FY 2022 to FY 2023

Operating costs decreased due to the removal of \$15,600 for a grant management database that is paid on a two-year contract cycle.



Community Services Division

The Community Services Division implements the Department's extensive community services programming designed to help at-risk and disadvantaged youth and families become self-sufficient, provide guidance towards positive life choices, and adjust to life and societal challenges. This Division coordinates programming within two County funded programs, including the Linkages to Learning Program and the School and Community Based Youth Services programs. This Division provides staff support to the Human Services Advisory Commission and coordinates special projects such as the Rockville Holiday Drive. Finally, the Division provides opportunities for citizens and residents to contribute their time, expertise, and good will to families and individuals with lesser means and access.

Community Services		Budget	\$1,550,510
		Regular FTE	5.0
		Temp FTE	1.8
Caregiver Grants		Budget	\$773,530
		Regular FTE	0.0
		Temp FTE	0.0
Holiday Drive		Budget	\$55,000
		Regular FTE	0.0
		Temp FTE	0.0
Linkages to Learning		Budget	\$276,640
		Regular FTE	2.0
		Temp FTE	0.0
Youth Development and Family Services		Budget	\$445,340
		Regular FTE	3.0
		Temp FTE	1.8

Performance Measures and Short Term Objectives

Goal: Provide safe, innovative, and high-quality human services programs, to include mentoring initiatives, early intervention youth development programs, and other targeted interventions, which work to improve health and wellness as well as promote social equity for disadvantaged Rockville residents

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of at-risk youth in youth development groups who improve their social/emotional well-being	65%	60%	65%	65%
Percent of Community Services Division staff trained in CPR, first aid and Mental Health First Aid*	-	30%	-	100%
Number of community volunteers serving as mentors to at-risk youth	49	25	48	48
Total enrollment in youth development, prevention, and mentoring groups	164	146	150	150
Number of donors recruited for the Rockville Holiday Drive	240	180	180	180
Holiday Drive volunteerism: **				
Total number of volunteers	359	-	50	300
Hours of service	790	-	100	650
Holiday Drive fundraising totals:				
Monetary (Target: > \$26,000)	\$30,194	\$59,786	> \$26,000	> \$26,000
In-kind (toys, food, gift cards, etc.) (Target: > \$25,000)	\$58,760	\$9,195	> \$45,000	> \$45,000

* This is a new performance measure in FY 2023.

**Staff distributed gift cards instead of food distribution in FY 2021 and 2022, due to the COVID-19 pandemic, resulting in a reduction in the number of volunteers and volunteer hours needed.



Goal: Advance social equity, health, and wellness through support services that include wraparound social services such as case management assistance, short term mental health counseling, family workshops, and classes to help disadvantaged Rockville families and at-risk children and adolescents

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of Linkages to Learning (LTL) Case Management cases that meet at least 50 percent of their goals (Target: > 50%)	86%	70%	70%	70%
Percent of youth in counseling with the LTL program who show a decrease in negative school behavior incidents (Target: > 75%)	63%	60%*	75%	75%
Percent of youth in formal short-term counseling that successfully complete treatment and reduce their social and emotional problems (Target: > 85%)	88%	50%*	> 85%	> 85%
Number of residents served by the Rockville Holiday Drive	3,838	2,693	3,500	3,500
Number of Rockville Emergency Assistance Program (REAP) applications approved for emergency assistance	36	6**	50	50

*Students spent very little time in school in FY 2021 due to the virtual learning environment.

**Due to pandemic, no evictions or utility shut offs were served.

Goal: Advance socially equitable, healthy, and supportive services to help disadvantaged Rockville families and at-risk children and adolescents by way of the grants provided to the nonprofit human services community

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of nonprofit agencies publicized through <i>Rockville Reports</i> and other publications	19	17	20	19
Number of residents receiving emergency shelter	74	40	80	80
Number of residents receiving transitional or permanent housing	34	32	33	33
Number of residents receiving donated food	2,710	20,000*	2,000	2,500
Number of residents receiving donated clothing	657	389**	750	750
Number of at-risk families receiving counseling and support services	9	24	8	24
Number of elderly residents receiving counseling or homemaker services	74	62	80	80
Number of residents receiving primary health care or preventive services	716	1,790	700	700
Number of adult residents enrolled in English classes or receiving cultural education	77	77	125	100

*Due to increase in service needed, staff is unable to separate out Rockville residents resulting in higher count than previous years.

**Fewer than typically served because clients were served by appointments only due to pandemic.

Short Term Objectives	Planned Completion
Advocate for a streamlined grant and funding process for Caregiver Grants Program	Q3 FY 2023



Community Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Caregiver Grants	710,020	719,330	773,530	7.5%
Holiday Drive	25,620	46,000	55,000	19.6%
Linkages to Learning	234,325	264,080	276,640	4.8%
Youth Development and Family Services	315,993	422,770	445,340	5.3%
Division Total (\$)	1,285,958	1,452,180	1,550,510	6.8%

Community Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	469,424	582,790	613,450	5.3%
Operating	78,616	99,010	103,480	4.5%
Capital Outlay	-	-	-	-
Other	737,918	770,380	833,580	8.2%
Division Total (\$)	1,285,958	1,452,180	1,550,510	6.8%

Community Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Caregiver Grants	-	-	-	-
Holiday Drive	61,001	26,000	35,000	34.6%
Linkages to Learning	209,317	217,900	226,430	3.9%
Youth Development and Family Services	79,701	139,960	161,160	15.1%
Division Total (\$)	350,019	383,860	422,590	10.1%

Significant Changes from FY 2022 to FY 2023

Other costs increased due to the addition of \$60,000 in the Caregiver Grants Cost Center for caregiver agency grants.

Operating costs and revenue increased in the Holiday Drive Cost Center due to community needs as a result of the COVID-19 pandemic.

Personnel costs and revenue increased in the Youth Development and Family Services Cost Center due to an expected grant increase from the Montgomery County DHHS to address the growing need for youth and family counseling services.



**Community Services Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Caregiver Grants	-	-	-	-
Holiday Drive	-	-	-	-
Linkages to Learning	-	2.0	2.0	0.0%
Youth Development and Family Services	-	3.0	3.0	0.0%
Regular Subtotal	-	5.0	5.0	0.0%
<i>Temporary</i>				
Caregiver Grants	-	-	-	-
Holiday Drive	-	-	-	-
Linkages to Learning	-	-	-	-
Youth Development and Family Services	-	1.8	1.8	0.0%
Temporary Subtotal	-	1.8	1.8	0.0%
Division Total	-	6.8	6.8	0.0%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant
changes.



Housing and Neighborhood Services Division

The Division of Housing and Neighborhood Services maintains comprehensive housing policies and programs that seek to provide fair, affordable options for homeownership and rental opportunities. The Division administers the homebuyer and rental components of the Moderately Priced Dwelling Unit (MPDU) program, CDBG Rehabilitation programs, and rental and utility payment assistance programs. This Division works with developers in implementing the city's MPDU ordinance to expand the supply of affordable housing by leading the planning and implementation of activities related to the Mayor and Council's housing initiatives. This Division works with landlords, tenants, and Common Ownership Communities (COC) to help resolve issues between landlords, tenants, COCs, and their members and business owners.

Housing and Neighborhood Services		Budget	\$881,350
		Regular FTE	4.0
		Temp FTE	0.0
CDBG		Budget	\$263,000
		Regular FTE	0.0
		Temp FTE	0.0
Housing Opportunities		Budget	\$0
		Regular FTE	0.0
		Temp FTE	0.0
Housing Programs		Budget	\$548,350
		Regular FTE	4.0
		Temp FTE	0.0
REAP Endowment Fund		Budget	\$70,000
		Regular FTE	0.0
		Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Ensure the preservation and expansion of affordable housing opportunities in the City of Rockville

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percentage of MPDU rental units audited* (Target: ≥ 10%)	-	-	5%	5%
Number of households assisted under CDBG program (Target: ≥ 25)	24	25	25	25
Number of MPDU homeownership applications processed (Target: 75)	-	120	75	75
Number of Landlord/Tenant (L/T) inquiries (Target: 2,500)	4,750	4,200	2,500	2,500
Number of MPDU trainings (Target: 2)	-	3	2	2
Number of L/T cases requiring a L/T Commission hearing (Target: 6)	6	9	6	6
Number of residents connected to safe and affordable bank accounts and transactional financial services	-	-	20	20
Number of households receiving "writs of eviction" and the subsequent loss of their housing (Target: ≤ 10)	-	6	≤ 10	≤ 10
Number of Rockville Emergency Assistance Program (REAP) applications approved for emergency assistance (Target: 10)	-	3	10	10
Number of Rockville Emergency Assistance Program (REAP) applications approved for emergency assistance (Target: 50)	46	2	50	50

*Audits were not possible in FY 2020 or FY 2021 due to staffing shortages.

Short Term Objectives	Planned Completion
Present recommendations related to city housing tax credit programs to the Mayor and Council	Q4 FY 2023



Goal: Facilitate and support community engagement and investment through volunteer opportunities, special events, festivals, and community outreach and education programs that address fair housing, rental housing, and community livability

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of programs, celebrations, communication methods or informational webinars planned to reach diverse populations regarding skill building or diversity appreciation (Target: 4)	2	4	4	4
Number of youths attending diversity and inclusion training that were satisfied with program (Target: 90%)	100%	N/A*	100%	100%
Estimated number of attendees at the Martin Luther King, Jr. Celebration (Target: 600)	600	90	600	100
Number of student Diversity Leadership Workshop participants (Target: 30)	30	0	30	30
Number of residents participating in Financial Literacy/Capability programming (Target: 30)**	0	0	0	30

*No trainings were conducted due to the COVID-19 pandemic.

**New performance measure for FY 2023.



Housing and Neighborhood Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
CDBG	236,096	263,000	263,000	0.0%
Housing Opportunities*	-	-	-	-
Housing Programs	456,275	561,890	548,350	-2.4%
REAP Endowment Fund	3,790	70,000	70,000	0.0%
Division Total (\$)	696,161	894,890	881,350	-1.5%

**The Housing Opportunities Fund accumulates resources from developer contributions, which are used to promote and retain affordable housing options in the City of Rockville. While there are no planned revenues or expenditures for FY 2023, the Housing Opportunities Fund has a balance of approximately \$1.8 million.*

Housing and Neighborhood Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	450,233	504,040	527,140	4.6%
Operating	242,138	320,250	283,550	-11.5%
Capital Outlay	-	-	-	-
Other	3,790	70,600	70,660	0.1%
Division Total (\$)	696,161	894,890	881,350	-1.5%

Housing and Neighborhood Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
CDBG	213,630	263,000	263,000	0.0%
Housing Opportunities*	-	-	-	-
Housing Programs	-	5,000	5,000	0.0%
REAP Endowment Fund	7,433	250	250	0.0%
Division Total (\$)	221,063	268,250	268,250	0.0%

**The Housing Opportunities Fund accumulates resources from developer contributions, which are used to promote and retain affordable housing options in the City of Rockville. While there are no planned revenues or expenditures for FY 2023, the Housing Opportunities Fund has a balance of approximately \$1.8 million.*

Significant Changes from FY 2022 to FY 2023

Operating costs decreased due to the removal of \$35,000 in one-time funding for a housing consultant for tax credit initiative programs.



**Housing and Neighborhood Services Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
CDBG	-	-	-	-
Housing Opportunities	-	-	-	-
Housing Programs	-	4.0	4.0	0.0%
REAP Endowment Fund	-	-	-	-
Regular Subtotal	-	4.0	4.0	0.0%
<i>Temporary</i>				
CDBG	-	-	-	-
Housing Opportunities	-	-	-	-
Housing Programs	-	-	-	-
REAP Endowment Fund	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	-	4.0	4.0	0.0%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant changes.





Human Resources Department

The Department of Human Resources recruits, retains, and provides services to qualified and capable people in a fair, effective, and efficient manner. The Department provides a full range of personnel and safety services in support of all city departments and their functions.

The Department of Human Resources provides services to ensure that all city departments have the necessary human capital to support their respective missions. Additionally, the Department of Human Resources provides the following services: talent acquisition and staffing, classification audits, testing, performance management, professional development, benefits, safety and risk management, health and wellness, employee relations, and labor relations. The Department oversees personnel policies, employee events, and special projects relating to the city workforce.

Human Resources Department		Budget	\$2,034,940
		Regular FTE	12.0
		Temp FTE	0.0
Human Resources		Budget	\$1,428,790
		Regular FTE	9.0
		Temp FTE	0.0
Health and Wellness Program		Budget	\$226,590
		Regular FTE	1.0
		Temp FTE	0.0
Safety & Risk Management		Budget	\$379,560
		Regular FTE	2.0
		Temp FTE	0.0

Fiscal Year 2022 Accomplishments

- Supported all city staff through the continuing COVID-19 pandemic through the following measures:
 - Managed more than 376 unique COVID-19 cases or situations facing our employees, with 158 involving employees who had tested positive for COVID-19, since establishing an application to track COVID-19 cases or situations
 - Supported the city's response to the COVID-19 pandemic by creating, disseminating, and enforcing new human resources policies on the use of face coverings, wellness, vehicle safety, leave, and telework
 - Conducted more than 1,400 COVID-19 tests for 373 employees through testing administered by the department
- Continued to work with the Mayor and Council on changes to, and adoption of, the updated Personnel Policies and Procedures Manual
- Held a virtual health and wellbeing fair with more than 100 employees and family members participating in more than 20 events throughout the week, as well as a mini health fair event at the Maintenance Facility for 90+ employees with vendors providing health screenings and health information
- Provided on-site influenza vaccines for 90+ employees
- Offered virtual health and wellbeing services for employees – virtual speaker series, exercise programs (virtual and in-person), weight management support, weekly e-newsletters
- Had 65 percent employee and family engagement in at least one wellness program or challenge on the wellness portal
- Offered 56 individual and citywide health and wellbeing challenges for employees, with a focus on mental health and self-care during the pandemic
- Successfully managed a project to install a fall arrest system at the city's Fleet Services facility – this involved the procurement and installation of a fall protection system which has been installed in two fleet service bays allowing our employees to be protected from falling when working on elevated work surfaces



- Completed gap analysis to identify all city-owned confined spaces. In conjunction with this analysis, a risk assessment was performed to understand and prioritize hazards, and recommendations for new retrieval equipment and solutions were proposed
- Completed a mandatory “Conscious Inclusion” training program for 459 employees virtually

Human Resources Department Fiscal Year 2023 Outlook

In FY 2023 the Human Resources Department will continue to work on initiatives that are aligned with our overall values and vision. Of particular interest in FY 2023 are initiatives that focus on the health and safety of our employees as well as COVID-19 related issues, professional growth and development, and the enhancement of our Human Resources software to meet the needs of our employees.

During FY 2023, the Human Resources Department plans to undertake the following activities:

- Work with an actuary to assess the fiscal impact of offering Deferred Retirement Option Programs to city employees
- Explore replacing the Short-Term Disability Leave Bank with an externally administered short-term disability insurance plan
- Engage more employees and family members in health behavior change programs on the wellness portal
- Analyze and pursue new cost sharing strategies for health insurance
- Determine the city’s strategy for implementing parental leave for employees
- Identify alternate methods to provide safety-related training to city employees, including CPR, first aid, and AED training
- Through collaboration with the Police Department, complete a Facility Emergency Action Plan Template to establish a clear plan for all city facilities to follow in an emergency
- After the Mayor and Council approve the Personnel Policies and Procedures Manual revisions, roll out training on the revisions
- Begin the process of automating personnel files and records
- Continue to identify methods to increase the diversity of city staff
- Collaborate with the departments of Information Technology, Finance, and City Manager’s Office to transition to a new/upgraded comprehensive Enterprise Resource Planning (ERP) system for the city. This system will contain core components, including human resource, financials, and procurement modules.



Human Resources Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Human Resources	1,469,447	1,398,890	1,428,790	2.1%
Health and Wellness Program	166,457	217,500	226,590	4.2%
Safety & Risk Management	334,238	359,100	379,560	5.7%
Department Total (\$)	1,970,142	1,975,490	2,034,940	3.0%

Human Resources Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,627,739	1,646,950	1,686,470	2.4%
Operating	342,403	328,540	348,470	6.1%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Department Total (\$)	1,970,142	1,975,490	2,034,940	3.0%

Human Resources Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Human Resources	-	-	-	-
Health and Wellness Program	24,018	15,000	10,900	-27.3%
Safety & Risk Management	-	-	-	-
Department Total (\$)	24,018	15,000	10,900	-27.3%

Human Resources Department FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Human Resources	9.0	9.0	9.0	0.0%
Health and Wellness Program	1.0	1.0	1.0	0.0%
Safety & Risk Management	2.0	2.0	2.0	0.0%
Regular Subtotal	12.0	12.0	12.0	0.0%
<i>Temporary</i>				
Human Resources	-	-	-	-
Health and Wellness Program	-	-	-	-
Safety & Risk Management	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	12.0	12.0	12.0	0.0%

Significant Changes from FY 2022 to FY 2023

Operating costs increased in the Human Resources Division due to the addition of \$12,000 for mental health assessments for the city's sworn police officers as required by the Maryland Police Accountability Act of 2021.

Revenues decreased in the Health and Wellness Program Division due to lower participation in specific cost-based wellness programs, such as exercise classes, due to such programs being held virtually as a result of the COVID-19 pandemic, as well as decreased estimates for reimbursements from health insurance providers.



Human Resources Division

The purpose of the Human Resources Division is to provide for the recruitment, selection, and evaluation of city employees; take an active role in personnel management, labor relations, wage administration, and human resource development; interpret union contracts and the Personnel Policies and Procedures Manual; maintain the appropriate record keeping in compliance with State and federal employment guidelines; and fulfill the benefit requirements for City of Rockville employees and their families in order to attract and retain a quality workforce.

Human Resources Division	Budget	\$1,428,790
	Regular FTE	9.0
	Temp FTE	0.0
Human Resources	Budget	\$1,428,790
	Regular FTE	9.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide leadership and strategic direction to the city on all personnel-related matters

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Total city employees (Regular FTEs)	522.6	521.8	524.8	538.5
Number of regular city FTEs per Human Resources Division FTE, excluding the General Services Aide FTE	65	65	66	67
Number of employee separations				
Regular	19	41	19	20
Retiree	2	18	7	4
Other	10	12	9	9
Employee turnover rate	6%	27%	7%	7%
Percent of separating employees who have exit interviews (Target: 100%)	90%	90%	95%	95%
Short Term Objectives				Planned Completion
Implement new Reduction in Force and Furlough policy after Mayor and Council adoption				Q4 FY 2023

Goal: Conduct efficient recruitment processes for open vacancies through responsible recruiting practices

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Average number of days to fill a position (Target: ≤ 60)	100	120	≤ 100	≤ 100
Average number of applications per external vacancy	165	130	152	165
Short Term Objectives				Planned Completion
Continue to develop and implement targeted recruitment plans to attract a diverse and talented pool of candidates for each position				Q4 FY 2023



Goal: Ensure a work environment conducive to professionalism and high performance, in compliance with all applicable labor laws

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of grievances	7	3	4	2
Percent of grievances with city decision within 90 days of receipt (Target: 100%)	90%	100%	95%	100%
Percent of grievances resolved without arbitration (Target: 100%)	100%	100%	100%	100%

Goal: Manage and design the city's benefit program to enable the city to attract, retain, and motivate a talented workforce

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of employee health plan questions resolved within 24 hours (Target: 100%)	85%	90%	90%	95%
Open enrollment beginning date (Target: Nov. 1 or earlier)	Oct 22	Nov 4	Oct 22	Nov 1

Short Term Objectives	Planned Completion
Provide leadership and guidance on city government employee benefit policies and administer benefit programs to attract, motivate, engage, and retain talent	Q4 FY 2023
Implement new Parental Leave policy after Mayor and Council adoption	Q4 FY 2023

Goal: Enhance the professional growth and performance of city employees, work teams, departments, as well as the organization as a whole

Critical Success Factor(s): Efficient and Effective City Service Delivery

Short Term Objectives	Planned Completion
Provide guidance, counsel, and information on employment laws, regulations, and policies to enhance the employee experience	Q4 FY 2023



Human Resources Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Human Resources	1,469,447	1,398,890	1,428,790	2.1%
Division Total (\$)	1,469,447	1,398,890	1,428,790	2.1%

Human Resources Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,220,442	1,221,000	1,236,770	1.3%
Operating	249,005	177,890	192,020	7.9%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	1,469,447	1,398,890	1,428,790	2.1%

Human Resources Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Human Resources	-	-	-	-
Division Total (\$)	-	-	-	-

Human Resources Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Human Resources	9.0	9.0	9.0	0.0%
Regular Subtotal	9.0	9.0	9.0	0.0%
<i>Temporary</i>				
Human Resources	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	9.0	9.0	9.0	0.0%

Significant Changes from FY 2022 to FY 2023

Operating costs increased due to the addition of \$12,000 for mental health assessments for the city's sworn police officers as required by the Maryland Police Accountability Act of 2021.



Health and Wellness Division

The purpose of the city's employee health and wellness program, LiveWell, is to improve the health and productivity of employees and contain or reduce the health-related costs for the city and individual employees by promoting positive health behavior change and healthy lifestyle choices. This change is achieved through various organizational practices, policies, programs, and a philosophy that actively supports efforts to help employees achieve success both at work and at home. The program targets specific health-related concerns and conditions like obesity, tobacco use, stress, and physical inactivity. LiveWell strives to improve the health and well-being of employees, reduce medical-related costs, reduce absenteeism, and ultimately produce healthier employees who can better serve the residents of Rockville.

Health and Wellness Program Division	Budget	\$226,590
	Regular FTE	1.0
	Temp FTE	0.0
Health and Wellness Program	Budget	\$226,590
	Regular FTE	1.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Improve the general health, well-being, and productivity of city employees

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of city employees participating in wellness program (Target: ≥ 60%) (based on calendar year)	69%	71%	≥ 70%	≥ 70%
Percent of city employees participating in wellness portal incentive program (based on calendar year)	23%	19%	28%	29%
Percent of city employees participating in city-sponsored health assessment (Target: > 50%)	47%	48%	47%	48%

Short-Term Objectives	Planned Completion
Promote wellness program offerings monthly via multiple communication mediums to increase exposure and engage family members (emails, home mailings, Tool Box talks, printed materials, in-person, social media, etc.)	Q4 FY 2023
Provide hands-on assistance for portal participation to help overcome participation barriers (i.e., log-on/password issues, downloading the app, new hires, etc.)	Q4 FY 2023
Engage employees with group/team challenges bi-annually to increase engagement and participation	Q4 FY 2023



Health and Wellness Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Health and Wellness Program	166,457	217,500	226,590	4.2%
Division Total (\$)	166,457	217,500	226,590	4.2%

Health and Wellness Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	113,730	117,510	122,080	3.9%
Operating	52,727	99,990	104,510	4.5%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	166,457	217,500	226,590	4.2%

Health and Wellness Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Health and Wellness Program	24,018	15,000	10,900	-27.3%
Division Total (\$)	24,018	15,000	10,900	-27.3%

Health and Wellness Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Health and Wellness Program	1.0	1.0	1.0	0.0%
Regular Subtotal	1.0	1.0	1.0	0.0%
<i>Temporary</i>				
Health and Wellness Program	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	1.0	1.0	1.0	0.0%

Significant Changes from FY 2022 to FY 2023

Revenues decreased due to lower participation in specific cost-based wellness programs, such as exercise classes, due to such programs being held virtually as a result of the COVID-19 pandemic, as well as decreased estimates for reimbursements from health insurance providers.



Safety and Risk Management Division

The purpose of the Safety and Risk Management Division is to reduce the financial impact and frequency of claims, lawsuits, and work-related employee injuries to the city through the application of professional risk management techniques. The Division works to provide a safe environment for employees and the public.

Safety & Risk Management Division	Budget	\$379,560
	Regular FTE	2.0
	Temp FTE	0.0
Safety & Risk Management Division	Budget	\$379,560
	Regular FTE	2.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Promote a safe working environment and safe delivery of city services for all city employees and members of the general public

Critical Success Factor(s): Fiscally Responsible

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of worker's compensation claims (Target: < 50)	36	27	< 40	< 40
Average worker's compensation claim cost (Target: < \$6,000)	\$8,256	\$7,709	< \$6,000	< \$7,000
Total worker's compensation costs (premium + incurred paid losses) * (Target: < \$1.6 million)	\$1.8 million	\$2.0 million	\$1.6 million	\$1.6 million

*Due to the COVID-19 pandemic's impact on the insurance market, the city switched carriers, requiring a security shortage payment to the previous carrier, AIG, in the amount of \$736,532. This amount was paid in FY 2021 from unspent personnel funds.

Goal: Take a proactive approach toward regulatory compliance, claims management, the protection of city assets, and mitigation of legal risks

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of loss control inspections (Target: > 50)	70	49	52	52
OSHA incident rate (Target: < 5.0)	5.8	5.3	< 5.0	< 5.0
Number of OSHA recordable injuries and illnesses (Target: < 28)	29	22	< 28	< 25



Safety and Risk Management Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Safety & Risk Management	334,238	359,100	379,560	5.7%
Division Total (\$)	334,238	359,100	379,560	5.7%

Significant Changes from FY 2022 to FY 2023

There were no significant changes.

Safety and Risk Management Division FY 2023 Adopted Expenditures by Type

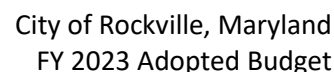
	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	293,567	308,440	327,620	6.2%
Operating	40,671	50,660	51,940	2.5%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	334,238	359,100	379,560	5.7%

Safety and Risk Management Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Safety & Risk Management	-	-	-	-
Division Total (\$)	-	-	-	-

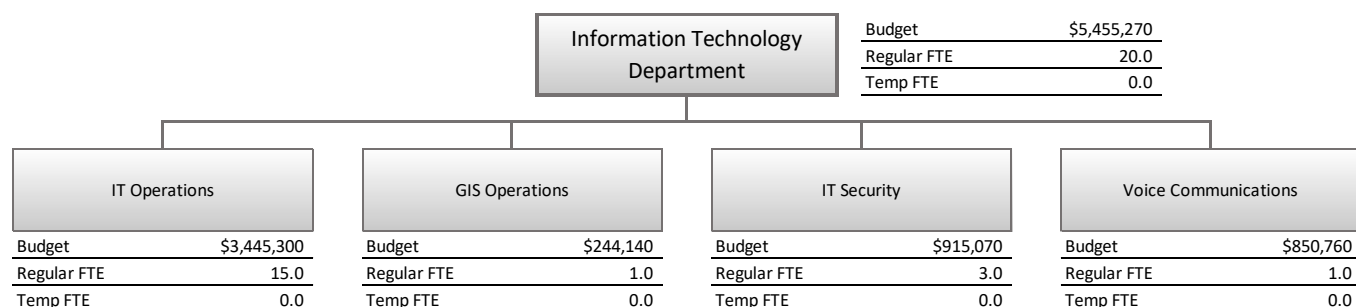
Safety and Risk Management Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Safety & Risk Management	2.0	2.0	2.0	0.0%
Regular Subtotal	2.0	2.0	2.0	0.0%
<i>Temporary</i>				
Safety & Risk Management	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	2.0	2.0	2.0	0.0%



The Department of Information Technology is dedicated to delivering timely, innovative, and customer-focused information and technology services to improve the efficiency and quality of services the city provides to its residents.

The Department of Information Technology (IT) manages the city's voice, data, geographical information systems (GIS), and networks. The IT Department works on set objectives and projects that enhance the city's ability to serve the public and respond quickly to residents' needs and demands. The Department drives efficient and effective city service delivery through system and process consolidation, improvement, and optimization. IT staff provides help desk services to all city departments.



- Supported all city staff through the continuing COVID-19 pandemic through the following measures:
 - Supported city staff with facilitating over 8,700 virtual meetings across more than 490,000 minutes using Cisco Webex
 - Implemented a unified communications solution to allow staff who manage multi-line telephone stations to place/receive calls to/from customers using the city phone system from their teleworking locations
 - Completed deployment of Cisco WebEx Hybrid calling to allow remote workers to make and receive calls from their office phone
 - Deployed a mobile timekeeping application to selected employees and managers facilitating mobile clock punching and timecard review and approval to maximize social distancing
 - Expanded eSignature availability so city staff can conduct business from home
 - Continued to improve in-house custom-built Employee COVID-19 Test Tracking and Reporting System for HR to record employee COVID-19 tests
- Implemented multifactor authentication for improved cybersecurity
- Automated the recording of revenue and expenses between the core financial system and other enterprise systems
- Developed a fully automated interface to record utility billing transactions in the financial system
- Completed all requirements for the city's IT financial systems audit for FY 2021
- With CPDS, launched the first phase of the MyGovernmentOnline permitting and licensing system
- Deployed CobbleStone, an online vendor gateway, to improve public access to information on city contracts, and allow vendors to submit solicitation bids and manage contracts online
- Completed Wi-Fi and network camera enhancements at the Water Treatment Plant
- Completed Pipeline Observation System Management application upgrade
- Managed the renovation of the network infrastructure for the Channel 11 studio master control renovation project
- Participated in planning the network infrastructure and security requirements for 6 Taft Court in support of the city's anticipated Emergency Operations Center



- Created an in-depth dashboard to gain insight on departments' performance on the phishing and vishing campaign
- Collaborated with the Finance Department in the deployment of the new utility billing system
- Worked with CGI to complete federally-mandated Affordable Care Act updates to the Financial and HR systems

Information Technology Department Fiscal Year 2023 Outlook

In Fiscal Year 2023, the department of Information Technology will be focused on four critical missions –

- Create a sustainable business operations advantage for the post-pandemic environment
- Satisfy the changing needs of city residents
- Make city business operations resilient
- Deliver efficient, innovative, and operational value to the city

Our technology vision for FY 2023 is focused on five key initiatives –

- Leverage Artificial Intelligence (AI) and Robotic Process Automation (RPA) to deliver real value operationally and strategically
- Reimagine the Enterprise Resource Planning System for the city, beginning with transitioning to a new/upgraded system that will include the core financials, procurement, and human resources modules
- Improve the city's cybersecurity and infrastructure security posture, maturity, and resilience
- Migrate most city network resources to the Cloud
- Migrate most city business applications to the Cloud

Through collective efforts and collaboration, the city was able to react, manage, and recover more quickly from the COVID-19 pandemic. Now, the focus is to take the lessons learned from the pandemic and use them as an opportunity to create long-term strategic plans for service excellence, agility, growth, and resilience.

The Department of Information Technology will continue to provide excellent services by investing in emerging technology and digital resources that align with our residents' and staff's behaviors. This will improve the overall customer experiences, define our resilience, and shape our advantage in adversity. Adding new technology into city operations will also help to increase efficiencies and allow recovery of critical functionality if necessary.



Information Technology Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Operations	3,171,958	3,652,590	3,445,300	-5.7%
GIS Operations	264,635	250,630	244,140	-2.6%
IT Security	370,545	433,040	915,070	111.3%
Voice Communications	815,573	830,420	850,760	2.4%
Department Total (\$)	4,622,711	5,166,680	5,455,270	5.6%

Information Technology Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	3,035,600	3,108,070	3,250,280	4.6%
Operating	1,314,613	1,658,010	2,052,310	23.8%
Capital Outlay	272,498	400,600	152,680	-61.9%
Other	-	-	-	-
Department Total (\$)	4,622,711	5,166,680	5,455,270	5.6%

Information Technology Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Operations	-	-	-	-
GIS Operations	-	-	-	-
IT Security	-	-	-	-
Voice Communications	-	-	-	-
Department Total (\$)	-	-	-	-

Significant Changes from FY 2022 to FY 2023

Expenditures decreased in the IT Operations Division due to a vacant 1.0 FTE Application Developer position being frozen and unfunded and the removal of one-time capital outlay funding added in FY 2022 to replace core network switches.

Expenditures increased in the IT Security Division due to the addition of an Information Systems Security Engineer and operating cost impacts (OCI) totaling \$300,000 resulting from the implementation of additional hardware and software tools from the I-NET Security Enhancements (GA18) CIP project.



**Information Technology Department
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
IT Operations	16.0	16.0	15.0	-6.3%
GIS Operations	1.0	1.0	1.0	0.0%
IT Security	2.0	2.0	3.0	50.0%
Voice Communications	1.0	1.0	1.0	0.0%
Regular Subtotal	20.0	20.0	20.0	0.0%
<i>Temporary</i>				
IT Operations	-	-	-	-
GIS Operations	-	-	-	-
IT Security	-	-	-	-
Voice Communications	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	20.0	20.0	20.0	0.0%

**Significant Changes from
FY 2022 to FY 2023**

Regular FTEs decreased in the IT Operations Division by 1.0 due to an Application Developer position being frozen and unfunded, and increased in the IT Security Division by 1.0 due to the addition of an Information Systems Security Engineer.



IT Operations Division

The IT Operations Division has primary responsibility for the set up and maintenance of the city's computers, networks, and hardware. Division staff provides help desk services to city departments, in addition to performing scheduled and emergency maintenance on city servers, switches, and other critical hardware. IT Operations staff also develops custom application solutions to specific issues and serves a project management role for large scale information technology projects. This Division manages the information technology projects in the General Government program area of the CIP.

IT Operations Division	Budget	\$3,445,300
	Regular FTE	15.0
	Temp FTE	0.0
IT Operations	Budget	\$3,445,300
	Regular FTE	15.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide the city with effective, in-house system administration and custom business solutions

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of time the following systems are available for use: (Target: 99.9% availability)				
Financial system	99.9%	99.9%	99.9%	99.9%
HR system	99.9%	99.9%	99.9%	99.9%
Kronos employee timekeeping system	-	99.9%	99.9%	99.9%
Email/collaboration application and servers	99.9%	99.9%	99.9%	99.9%
Permitting system	99.9%	99.9%	99.9%	99.9%

Goal: Provide the city with stable, expandable, energy-efficient IT infrastructure

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Citywide network uptime (Target: 99.9%)	99.9%	99.9%	99.9%	99.9%
Wi-Fi uptime (Target: 99.9%)	99.9%	99.9%	99.9%	99.9%
Percent of PCs replaced annually (Target: 25%)	20%	15%	25%	25%

Goal: Provide city staff with competent, courteous, and timely IT hardware and software support

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of computers supported (desktops and laptops)	561*	698*	614	730
Number of mobile devices supported (tablets and iPads)	139	166	170	190

*Significant increase due to purchase of laptops to meet staff needs during COVID-19.



**IT Operations Division
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Operations	3,171,958	3,652,590	3,445,300	-5.7%
Division Total (\$)	3,171,958	3,652,590	3,445,300	-5.7%

**IT Operations Division
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	2,419,623	2,486,530	2,503,480	0.7%
Operating	479,837	765,460	789,140	3.1%
Capital Outlay	272,498	400,600	152,680	-61.9%
Other	-	-	-	-
Division Total (\$)	3,171,958	3,652,590	3,445,300	-5.7%

**IT Operations Division
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Operations	-	-	-	-
Division Total (\$)	-	-	-	-

**IT Operations Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
IT Operations	16.0	16.0	15.0	-6.3%
Regular Subtotal	16.0	16.0	15.0	-6.3%
<i>Temporary</i>				
IT Operations	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	16.0	16.0	15.0	-6.3%

**Significant Changes from
FY 2022 to FY 2023**

Regular FTEs decreased by 1.0, with associated expenditure decreases, due to a vacant Application Developer position being frozen and unfunded.

Capital outlay costs decreased due to the removal of one-time funding added in FY 2022 to replace core network switches.



GIS Operations Division

The GIS Operations Division manages the overall infrastructure of the city's Geographic Information System (GIS). This Division's primary purpose is to provide GIS technology access and technical support to all employees who use this tool to perform their work more efficiently. In addition, the GIS Operations Division provides public access to selected GIS data through the city's website.

GIS Operations Division	Budget	\$244,140
	Regular FTE	1.0
	Temp FTE	0.0
GIS Operations Division	Budget	\$244,140
	Regular FTE	1.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide city staff and the public with technologies for storing, mapping, and analyzing geospatial data to support and enhance information communication, operations, planning, and decision making

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of GIS help and production requests	17	79	20	30



GIS Operations Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
GIS Operations	264,635	250,630	244,140	-2.6%
Division Total (\$)	264,635	250,630	244,140	-2.6%

Significant Changes from FY 2022 to FY 2023

There were no significant changes.

GIS Operations Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	190,359	175,440	168,290	-4.1%
Operating	74,276	75,190	75,850	0.9%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	264,635	250,630	244,140	-2.6%

GIS Operations Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
GIS Operations	-	-	-	-
Division Total (\$)	-	-	-	-

GIS Operations Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
GIS Operations	1.0	1.0	1.0	0.0%
Regular Subtotal	1.0	1.0	1.0	0.0%
<i>Temporary</i>				
GIS Operations	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	1.0	1.0	1.0	0.0%



IT Security Division

The IT Security Division manages the city's IT security infrastructure. The Division's primary purpose is to identify cybersecurity threats and implement security measures to protect the city's computer systems, network, and data. The IT Security Division assesses, designs, builds, implements, maintains, monitors and audits systems, data, and network security for network connected and cloud-based systems across all city departments and funds.

IT Security Division	Budget	\$915,070
	Regular FTE	3.0
	Temp FTE	0.0
IT Security	Budget	\$915,070
	Regular FTE	3.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide city staff with an expandable and secure network and system infrastructure

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of firewall devices supported	14	18	18	20
Number of threat intelligence devices supported	3	5	5	14
Number of security tools supported	6	8	8	15
Firewall uptime (Target: ≥ 99.7%)	> 99.7%	> 99.7%	≥ 99.7%	≥ 99.7%
Threat Intelligence uptime (Target: ≥ 99.7%)	> 99.7%	> 99.7%	≥ 99.7%	≥ 99.7%

Short Term Objectives	Planned Completion
Improve identification and protection of Personally Identifiable Information (PII) data	Q1 FY 2023
Improve phishing remediation program	Q4 FY 2023
Implement vendor security program to better protect city data	Q4 FY 2023



**IT Security Division
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Security	370,545	433,040	915,070	111.3%
Division Total (\$)	370,545	433,040	915,070	111.3%

**IT Security Division
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	307,807	320,880	448,900	39.9%
Operating	62,738	112,160	466,170	315.6%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	370,545	433,040	915,070	111.3%

**IT Security Division
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
IT Security	-	-	-	-
Division Total (\$)	-	-	-	-

**IT Security Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
IT Security	2.0	2.0	3.0	50.0%
Regular Subtotal	2.0	2.0	3.0	50.0%
<i>Temporary</i>				
IT Security	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	2.0	2.0	3.0	50.0%

**Significant Changes from
FY 2022 to FY 2023**

Regular FTEs increased by 1.0, with associated personnel and operating cost increases, due to the addition of an Information Systems Security Engineer.

Operating costs increased further due to operating cost impacts (OCI) totaling \$300,000 resulting from the implementation of additional hardware and software tools resulting from the I-NET Security Enhancements (GA18) CIP project.



Voice Communications Division

The Voice Communications Division manages the city's telecommunication systems, including desk phones, voicemail, video conferencing, E-Fax, internet cloud phones, pay phones, and the VoIP network.

Voice Communications Division	Budget	\$850,760
	Regular FTE	1.0
	Temp FTE	0.0
Voice Communications	Budget	\$850,760
	Regular FTE	1.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Provide a reliable, collaboration-facilitating communications infrastructure

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of VoIP telephones supported	525	527	525	527
Number of analog devices supported	36	35	36	39
Number of telephone data circuits supported	6	6	6	6
Number of emergency use cell	15	15	15	15
Number of end user cell phones supported	43	58	43	64
Number of voice and information mailboxes supported	636	656	636	656
Voice network uptime (Target: 99.9%)	99.9%	99.9%	99.9%	99.9%
Voicemail system uptime (Target: 99.9%)	99.9%	99.9%	99.9%	99.9%
Phone equipment failure rate (failures / total phones) (Target: ≤ 1.0%)	1.2%	1.3%	1.2%	3.1%



Voice Communications Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Voice Communications	815,573	830,420	850,760	2.4%
Division Total (\$)	815,573	830,420	850,760	2.4%

Significant Changes from FY 2022 to FY 2023

There were no significant changes.

Voice Communications Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	117,811	125,220	129,610	3.5%
Operating	697,762	705,200	721,150	2.3%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	815,573	830,420	850,760	2.4%

Voice Communications Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Voice Communications	-	-	-	-
Division Total (\$)	-	-	-	-

Voice Communications Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Voice Communications	1.0	1.0	1.0	0.0%
Regular Subtotal	1.0	1.0	1.0	0.0%
<i>Temporary</i>				
Voice Communications	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	1.0	1.0	1.0	0.0%



Police Department

In collaboration with others, the Police Department protects and promotes community safety, ensures the safe and orderly movement of traffic, and seeks solutions to any problems that create fear or threaten the quality of life in Rockville.

The Rockville City Police Department (RCPD) protects lives and property and promotes community safety. It is responsible for preserving the peace, ensuring safe and orderly movement of traffic, and providing the community with an overall sense of security. The Department continues to be in full compliance with national standards of professional excellence and recognized nationally as a model practitioner of community policing. The Governor's Office of Crime Control and Prevention consistently recognizes the Department for its traffic safety and overall crime prevention programs.

Police Department

Budget

Regular FTE

Temp FTE

\$13,614,330

92.0

0.0

Office of the Chief of Police

Budget

Regular FTE

Temp FTE

\$1,048,770

5.0

0.0

Administrative Services Bureau

Budget

Regular FTE

Temp FTE

\$3,709,410

24.0

0.0

Field Services Bureau

Budget

Regular FTE

Temp FTE

\$8,856,150

63.0

0.0

Fiscal Year 2022 Accomplishments

- Three officers were promoted to the rank of Sergeant and one officer was promoted to the rank of Lieutenant
- Received the Governor's Crime Prevention Award for our comprehensive crime prevention programs
- Participated in two Drug Take Back initiatives collecting approximately 200 pounds of unused, discarded medication
- Twelve officers and seven professional staff were honored during the 31st Annual Rockville Public Safety Awards
- Awarded 12 RCPD officers with "Officer of the Month" awards for various acts of service and lifesaving measures
- During calendar year 2021, the Rockville City Police Department responded to 31,679 calls for service, made 541 arrests, and served 254 warrants
- Maintained continuous operations of police services and calls for service without interruptions as the COVID-19 pandemic continued into FY 2022. RCPD continued to update protocols and procedures to coincide with pandemic changes and evolving CDC recommendations for dealing with the public and taking the proper precautions while maintaining the health and wellness of all essential personnel
- Hosted Active Bystandership for Law Enforcement (ABLE) training for all RCPD officers. This training prepares officers to successfully intervene to prevent harm and to create a law enforcement culture that supports peer intervention. This training continues RCPD's efforts to serve the community with a high level of professionalism and level of service in line with the department's mission and priority of providing non-biased, community-based policing
- Provided community outreach through the Rockville Senior Center, Montgomery College, Coffee with a Cop program, youth activities, Holiday Toy Drive, and Thanksgiving food delivery
- Established a partnership with the Montgomery County Department of Health and Human Services to provide mental health services to RCPD staff members as well as community members in crisis as needed, connect them to the appropriate resources, and provide follow-up as needed. The hiring process for this County position will be completed in FY 2023
- Updated parking fees and fines in line with surrounding jurisdictions
- Established a language stipend program to promote diversity and retention



- Awarded a contract to upgrade 300 parking meters with smart meter technology; installation will take place in FY 2023
- Partnered with Montgomery County Department of Health and Human Services and the Montgomery County Police for additional Crisis Intervention Training (CIT) for sworn officers

Police Department Fiscal Year 2023 Outlook

Police Staffing

FY 2023 will be the first full year of RCPD's mental health partnership with the Montgomery County Department of Health and Human Services (DHHS). The primary purpose of this partnership, which was established during FY 2022, is to assist the RCPD with daily operations and training of personnel. This includes working with patrol teams to provide mental health resources and direct response crisis services for individuals and officers with mental health issues.

The FY 2023 budget also includes the restoration of a 1.0 FTE Police Major position that was frozen and unfunded at the start of the COVID-19 pandemic, as well as an increase to an existing Police Service Aide position from a 0.5 FTE to 1.0 FTE to cover the significant increase in staff time needed to respond to MPIA requests. In addition, three steps were added to the police pay scale for FY 2023.

Professional Development

The skills and knowledge required to effectively deal with 21st century policing issues requires a higher level of education and training in specific disciplines, such as Fair and Impartial Policing (FIP), Active Bystandership for Law Enforcement (ABLE), and de-escalation training such as Integrating Communications, Assessment and Tactics (ICAT). These specialized trainings, which are funded by the Department's annual training budget, in addition to increased leadership training, are pivotal to positive RCPD staff growth and in keeping with progressive policing methods that ensure a high level of service in a nonbiased manner to the community. During FY 2023, the RCPD will continue its partnership with Montgomery County Department of Health and Human Services and Montgomery County Police to obtain coveted positions in the Crisis Intervention Team (CIT) training for sworn officers.

Police Equipment

Keeping in line with 21st century policing, the Department will continue to equip and provide employees with the resources needed to effectively serve the community. During FY 2023, the city will replace its current body worn and in-car cameras, which are at the end of their lifespan. Additionally, the department will undergo a complete replacement of its tasers, upgrading to the latest technology and maintaining compatibility with the new body worn cameras. The new equipment will increase reliability and efficiency.

Community Engagement

Due to continued COVID-19 concerns, the Department's community engagement efforts have been challenging, but staff have evolved into virtual outreach when possible to increase efforts with the safety of community members in mind. During FY 2023, the Department will continue to work on community engagement initiatives and increase the activities with the safety of the community in mind.



Police Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Chief of Police	872,345	1,010,440	1,048,770	3.8%
Administrative Services Bureau	3,241,291	3,637,360	3,709,410	2.0%
Field Services Bureau	8,028,761	8,572,240	8,856,150	3.3%
Department Total (\$)	12,142,397	13,220,040	13,614,330	3.0%

Police Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	10,354,416	10,894,960	11,184,960	2.7%
Operating	1,701,880	2,272,280	2,376,570	4.6%
Capital Outlay	86,101	52,800	52,800	0.0%
Other	-	-	-	-
Department Total (\$)	12,142,397	13,220,040	13,614,330	3.0%

Police Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Chief of Police	54,904	7,550	8,450	11.9%
Administrative Services Bureau	2,668,584	3,218,300	3,588,300	11.5%
Field Services Bureau	746,085	778,000	778,000	0.0%
Department Total (\$)	3,469,573	4,003,850	4,374,750	9.3%

Significant Changes from FY 2022 to FY 2023

The Administrative Services Bureau's budget increased due to the addition of 1.5 FTEs and full restoration of citywide travel and training funds. This increase was partially offset by the removal of one-time operating funding.

The Field Services Bureau's budget includes \$262,000 in ongoing operating funding to replace body worn and in-car camera equipment.

Administrative Services Bureau revenue increased due to an uptick in speed camera citations.



Police Department FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Office of the Chief of Police	5.0	5.0	5.0	0.0%
Administrative Services Bureau	22.5	22.5	24.0	6.7%
Field Services Bureau	63.0	63.0	63.0	0.0%
Regular Subtotal	90.5	90.5	92.0	1.7%
<i>Temporary</i>				
Office of the Chief of Police	-	-	-	-
Administrative Services Bureau	-	-	-	-
Field Services Bureau	-	-	-	-
Temporary Subtotal	-	-	-	-
Department Total	90.5	90.5	92.0	1.7%

Significant Changes from FY 2022 to FY 2023

A 1.0 FTE Police Major position that was frozen and unfunded at the start of the COVID-19 pandemic was restored, and a Police Service Aide position was increased from 0.5 FTE to 1.0 FTE, both in the Administrative Services Bureau.



Office of the Chief of Police

The Office of the Chief of Police oversees and directs the Police Department in the overall pursuit of promoting public health and safety, protection of property, and the protection of personal liberties. The Office ensures effective management of all levels of police services provided to the community by ensuring fiscal soundness, operational effectiveness, and strong community outreach and information sharing. The Department's Homeland Security efforts are also coordinated within this Office. The Department participates in regional and local Homeland Security and emergency preparedness meetings, exercises, and drills to ensure the Police Department is equipped to protect Rockville residents in the event of a major emergency.

Office of the Chief of Police	Budget	\$1,048,770
	Regular FTE	5.0
	Temp FTE	0.0
Office of the Chief of Police	Budget	\$1,048,770
	Regular FTE	5.0
	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Recruit and retain highly qualified applicants to enable the Rockville City Police Department to protect and promote community safety

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Increase sworn officer employment applications and recruiting efforts through incentives, including a language stipend* (Target ≥ 10%)	-	-	-	10%

*This is a new performance measure for FY 2023.

Goal: Ensure transparent and accountable policing policies and practices

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of Fair & Impartial Policing training events hosted to enhance collaborative partnership with community members* (Target: ≥ 5)	-	2	-	3

*This is a new performance measure for FY 2023.

Goal: Ensure the city's ability to provide a coordinated, collaborative response to an emergency or disaster

Critical Success Factor(s): Efficient and Effective City Service Delivery

Short Term Objectives	Planned Completion
Mitigate the continued effects of COVID-19 on city operations through the guidance of the city's Emergency Manager	Q4 FY 2023
Collaborate with other departments and the Mayor and Council on the establishment of the Emergency Operations Center at the 6 Taft Ct. facility	Q4 FY 2023



Office of the Chief of Police FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Chief of Police	872,345	1,010,440	1,048,770	3.8%
Division Total (\$)	872,345	1,010,440	1,048,770	3.8%

Significant Changes from FY 2022 to FY 2023

There were no significant changes.

Office of the Chief of Police FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	815,988	839,380	877,440	4.5%
Operating	56,357	171,060	171,330	0.2%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	872,345	1,010,440	1,048,770	3.8%

Office of the Chief of Police FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Office of the Chief of Police	54,904	7,550	8,450	11.9%
Division Total (\$)	54,904	7,550	8,450	11.9%

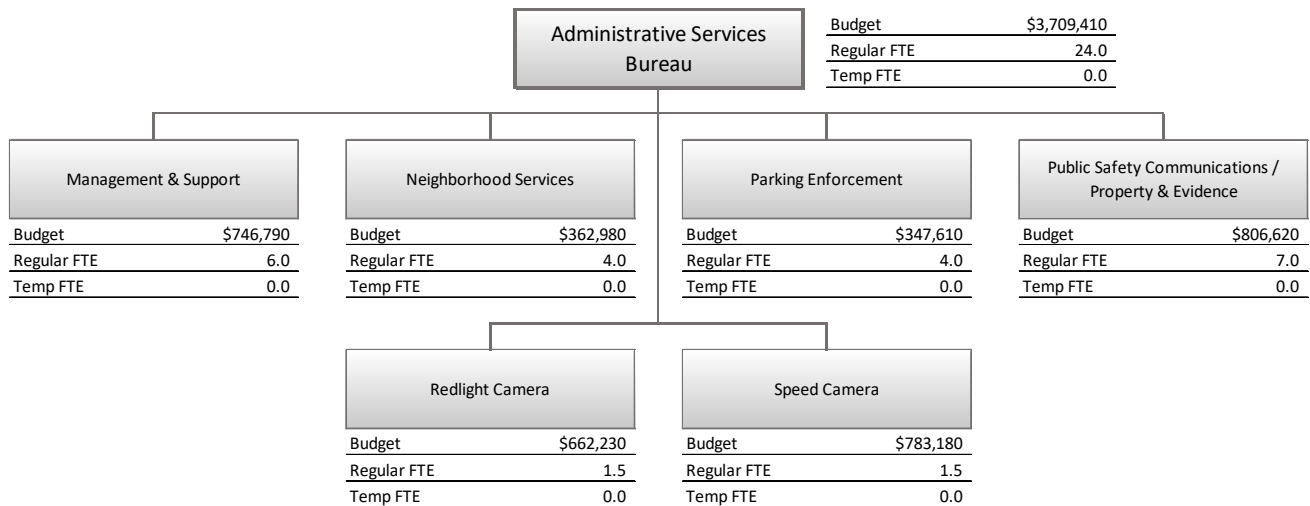
Office of the Chief of Police FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Office of the Chief of Police	5.0	5.0	5.0	0.0%
Regular Subtotal	5.0	5.0	5.0	0.0%
<i>Temporary</i>				
Office of the Chief of Police	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	5.0	5.0	5.0	0.0%



Administrative Services Bureau

The Administrative Services Bureau provides the Department with proper communications technology to ensure officer safety. This Bureau supports the technical services needed to allow employees to perform their duties in an efficient and effective manner. Administrative functions include public safety communications, monitoring of the citywide alarm system, records retention, fiscal management, property/evidence control, warrant control, neighborhood services, photo enforcement, parking enforcement, and accreditation.



Performance Measures and Short Term Objectives

Goal: Provide efficient and effective communication between sworn personnel and residents

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Average response time, dispatch-to-scene for priority calls (Target: ≤ 10 minutes)	6 minutes	6 minutes	≤ 6 minutes	≤ 6 minutes
Average response time, dispatch-to-scene for non-priority calls (Target: ≤ 15 minutes)	14 minutes	12 minutes	≤ 12 minutes	≤ 12 minutes
Warrants entered into the State computer system within 72 hours (Target: 100%)	100%	100%	100%	100%
Percent of warrant validations compared within 10 days of receipt from the State (Target: 100%)	100%	100%	100%	100%
Percent of after-hour emergency contacts made within one hour of initial notification (Target: 100%)	100%	100%	100%	100%

Goal: Maintain found, recovered, or evidentiary property in accordance with federal, State, and local statutes

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of property/evidence items processed within three business days of receipt (Target: 100%)	100%	100%	100%	100%
Percent compliance with property and evidence records on all property and evidence inspections (Target: 100%)	100%	100%	100%	100%



Goal: Meet and maintain compliance with all applicable national police accreditation standards

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent compliance with all national accreditation standards mandated by the Commission on Accreditation for Law Enforcement Agencies (CALEA) (Target: 100%)	100%	100%	100%	100%

Goal: Promote public health and safety through enforcement of city animal regulations

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of public education presentations regarding pets and ownership (Target: > 10)	3	0	6	6
Number of animals registered	4,429	4,443	4,500	4,500
Number of animal licenses issued	1,745	2,125	2,200	2,200
Number of animal control calls for service	1,880	1,841	2,000	2,000
Number of notices of violation issued	385	219	400	350
Number of warnings issued	459	252	500	400
Number of animal review cases heard	20	32	50	35

Goal: Enforce parking regulations consistently to promote turnover and allow more people to park

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of parking permit violations issued	547	945	800	1,100
Number of parking meter citations issued	5,668	5,554	7,900	7,000
Number of miscellaneous parking citations issued	1,911	2,201	2,151	2,350
Number of special assignments	9	10	18	18

Short Term Objectives	Planned Completion
Upgrade approximately 300 parking meters to smart meter technology	Q1 FY 2023

Goal: Foster an environment of safety for motorists, bicyclists, and pedestrians

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of speed cameras (fixed pole)	6	6	6	6
Number of portable speed camera deployment hours	56,634	61,118	64,000	62,000
Number of mobile speed van deployment hours	1,139	1,812	1,500	1,500
Number of approved portable and mobile speed camera locations	131	131	131	131
Number of speed camera citations	30,072	33,311	28,250	37,500
Number of redlight cameras	10	10	10	10
Number of redlight camera citations	21,732	12,725	17,900	17,900



Administrative Services Bureau FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management & Support	540,257	561,790	746,790	32.9%
Neighborhood Services	362,017	325,620	362,980	11.5%
Parking Enforcement	304,112	539,480	347,610	-35.6%
Public Safety Communications / Property & Evidence	757,575	775,600	806,620	4.0%
Redlight Camera	523,060	657,020	662,230	0.8%
Speed Camera	754,270	777,850	783,180	0.7%
Division Total (\$)	3,241,291	3,637,360	3,709,410	2.0%

Administrative Services Bureau FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	2,032,250	2,037,280	2,272,850	11.6%
Operating	1,207,978	1,598,580	1,435,060	-10.2%
Capital Outlay	1,063	1,500	1,500	0.0%
Other	-	-	-	-
Division Total (\$)	3,241,291	3,637,360	3,709,410	2.0%

Administrative Services Bureau FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management & Support	11,014	21,000	21,000	0.0%
Neighborhood Services	61,976	65,000	65,000	0.0%
Parking Enforcement	453,070	659,800	659,800	0.0%
Public Safety Communications / Property & Evidence	-	-	-	-
Redlight Camera	913,402	1,342,500	1,342,500	0.0%
Speed Camera	1,229,122	1,130,000	1,500,000	32.7%
Division Total (\$)	2,668,584	3,218,300	3,588,300	11.5%

Significant Changes from FY 2022 to FY 2023

The Management & Support budget increased due to the addition of 1.5 FTEs and full restoration of citywide travel and training funds.

The Parking Enforcement budget decreased due to the removal of one-time operating funding to upgrade a portion of the city's parking meters.

Speed Camera revenue increased due to an uptick in citations, which have increased as more drivers return to pre-pandemic traveling habits.



Administrative Services Bureau FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Management & Support	4.5	4.5	6.0	33.3%
Neighborhood Services	4.0	4.0	4.0	0.0%
Parking Enforcement	4.0	4.0	4.0	0.0%
Public Safety Communications / Property & Evidence	7.0	7.0	7.0	0.0%
Redlight Camera	1.5	1.5	1.5	0.0%
Speed Camera	1.5	1.5	1.5	0.0%
Regular Subtotal	22.5	22.5	24.0	6.7%
<i>Temporary</i>				
Management & Support	-	-	-	-
Neighborhood Services	-	-	-	-
Parking Enforcement	-	-	-	-
Public Safety Communications / Property & Evidence	-	-	-	-
Redlight Camera	-	-	-	-
Speed Camera	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	22.5	22.5	24.0	6.7%

Significant Changes from FY 2022 to FY 2023

A 1.0 FTE Police Major position that was frozen and unfunded at the start of the COVID-19 pandemic was restored, and a Police Service Aide position was increased from 0.5 FTE to 1.0 FTE, both in the Management & Support Cost Center.



Field Services Bureau

The Field Services Bureau maintains public order, protects lives and property, and reduces criminal activity through its proactive patrols and enforcement of State and city laws. The Bureau consists of police officers assigned to patrol duties, providing primary response and preliminary investigation for police events within the city. Within the Field Services Bureau is the Special Operations Unit. This unit is comprised of the Criminal Investigations Unit, School Resources Officer, Town Center Officer, Community Services Officer, K-9 Team, and the Crime Analyst.

Field Services Bureau		Budget	
		Budget	\$8,856,150
		Regular FTE	63.0
		Temp FTE	0.0
Management & Support		Community Services Office	
		Patrol Teams	
		Special Operations Unit	
Budget	\$1,090,500	Budget	\$112,060
Regular FTE	2.0	Regular FTE	1.0
Temp FTE	0.0	Temp FTE	0.0
Budget	\$6,450,950	Budget	\$1,202,640
Regular FTE	51.0	Regular FTE	9.0
Temp FTE	0.0	Temp FTE	0.0

Performance Measures and Short Term Objectives

Goal: Protect life and property through the enforcement of State and local laws

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of police events in which a city police unit is the primary unit (Target: >73%)	70%	70%	72%	72%
Number of proactive checks on patrol (Target: > 6,500)	7,903	8,901	8,000	8,500
Number of enforcements (citations, warnings, repair orders)	16,928	15,397	16,500	16,500
Number of DWI arrests	113	67	140	140
Number of criminal arrests	746	474	800	800
Number of calls for service	26,830	31,679	32,000	33,000

Goal: Identify and target criminal offenders to successfully conclude investigations of property crimes and crimes against persons

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Closure rate for property crimes investigated (Target: > 19%, FBI-reported national average)	39%	32%	39%	39%
Closure rate for crimes against persons investigated (Target: > 47%, FBI-reported national average)	89%	54%	80%	80%



Goal: Ensure the public is fully involved as a partner with law enforcement

Critical Success Factor(s): Informed and Engaged Residents

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of crime trend reports prepared and provided to communities each month (Target: 20)	27	38	30	40
Number of Rockville business visits per year (Target: 500)	327	600	500	500
Number of crime prevention safety programs for juveniles and young adults (Target: 25)	10	23	32	25
Number of crime prevention and personal safety classes for seniors (Target: 14)	6	11	20	14



**Field Services Bureau
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management & Support	793,132	818,790	1,090,500	33.2%
Community Services Office	11,588	114,400	112,060	-2.0%
Patrol Teams	6,161,671	6,369,920	6,450,950	1.3%
Special Operations Unit	1,062,370	1,269,130	1,202,640	-5.2%
Division Total (\$)	8,028,761	8,572,240	8,856,150	3.3%

**Field Services Bureau
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	7,506,178	8,018,300	8,034,670	0.2%
Operating	437,545	502,640	770,180	53.2%
Capital Outlay	85,038	51,300	51,300	0.0%
Other	-	-	-	-
Division Total (\$)	8,028,761	8,572,240	8,856,150	3.3%

**Field Services Bureau
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management & Support	740,514	778,000	778,000	0.0%
Community Services Office	-	-	-	-
Patrol Teams	5,571	-	-	-
Special Operations Unit	-	-	-	-
Division Total (\$)	746,085	778,000	778,000	0.0%

**Significant Changes from
FY 2022 to FY 2023**

The Management & Support budget includes \$262,000 in ongoing operating funding to replace body worn and in-car camera equipment.



**Field Services Bureau
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Management & Support	2.0	2.0	2.0	0.0%
Community Services Office	1.0	1.0	1.0	0.0%
Patrol Teams	53.0	51.0	51.0	0.0%
Special Operations Unit	7.0	9.0	9.0	0.0%
Regular Subtotal	63.0	63.0	63.0	0.0%
<i>Temporary</i>				
Management & Support	-	-	-	-
Community Services Office	-	-	-	-
Patrol Teams	-	-	-	-
Special Operations Unit	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	63.0	63.0	63.0	0.0%

**Significant Changes from
FY 2022 to FY 2023**

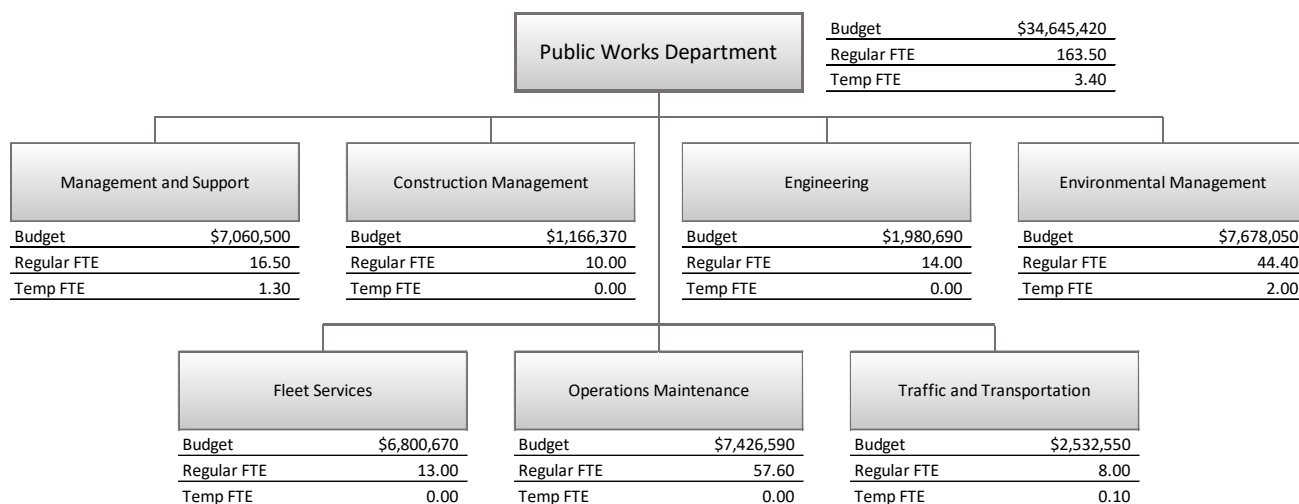
There were no significant changes.



Public Works Department

The Department of Public Works is dedicated to delivering engineering and operational services, utilities, and infrastructure for high quality of life, protection of health and property, and premium customer service.

The Department of Public Works (DPW) provides for the effective and efficient design, acquisition, construction, operation, maintenance, inspection, and renewal of the city's infrastructure to provide sustainable transportation, water, sewage disposal, stormwater management, recycling and refuse, fleet, and environmental management services.



Fiscal Year 2022 Accomplishments

- Received Mayor and Council approval for and began implementation of the city's first Climate Action Plan
- Installed energy efficient interior lighting at City Hall using a combination of city funds, grants, and rebates
- Completed the scheduled action items per the Vision Zero Action Plan
- Initiated work on the Pedestrian Master Plan with the Rockville Pedestrian Advocacy Committee (RPAC) and substantially completed the first draft of the Plan
- Updated DPW's Standard Prices for Cost Estimating
- Implemented electronic plan approval process
- Implemented utility company drawdown accounts for faster, more convenient permit processing
- Continued to lead city efforts to oppose the Supplemental Draft Environmental Impact Statement (SDEIS) proposed by the Maryland Department of Transportation for the I-495/I-270 Managed Lanes P3 project
- Implemented a new radio communication system to improve communication and GPS fleet tracking
- Upgraded the fuel management system for the city's fleet
- Completed the analysis and final report for physical security recommendations at the Water Treatment Plant in accordance with the Environmental Protection Agency's America's Water Infrastructure Act (AWIA)
- Initiated the feasibility study for the Twinbrook Pedestrian/Bicycle Bridge (TC22)
- Completed short span bridge inspections and inspection of Truck Street pedestrian bridge (TB21)
- Completed design of the following CIP projects: Northeast Park Stream Restoration and Retrofit (SC21); Croydon Creek/Calvin Park Tributary (SB16); Potomac Valley Road and W. Gude Drive between MD 355 and Watkins Pond Blvd. in the Sidewalks (TF16); Town Center Road Diet on E. Middle Lane and N. Washington St. (TB22); Water Treatment Plant bulk sodium hypochlorite project (UB19); and Phase 1 renovations at 6 Taft Court in the Maintenance and Emergency Operations Facility Improvements (GD19)

- Completed construction of the following CIP projects: Upgrade of traffic signals at Wootton Parkway/Hurley Ave. and Nelson St./Mannakee St. as part of the Traffic Signal Upgrade (TG21); Ritchie Parkway Outfall Repair - Stream Restoration Spot Repair (SB21); SWM Facility Improvements - Mt Vernon (SC21); WTP Raw Water Infrastructure Protection (UA19); sewer lining in Sewer Rehab & Improvement (UC21); Road Diet project on Maryland Avenue with bike lanes along the section between Great Falls Road and S. Washington Street in the Asphalt Rehab (TA21); 1.4 miles of water mains at five locations: Beall Ave, Glenmore Terrace, Elizabeth Ave, Denfield Road, and Dundee Road in the Water Main Rehab (UD21); and Rollins Park Apartments meter replacement pilot program for Hersey meter replacement (UB21)
- Completed 50 percent of the shared roadway facilities according to the adopted Bikeway Master Plan
- Implemented projects to improve pedestrian and bicycle safety to reach the Vision Zero goal of zero deaths and serious injuries by 2030, including: installation of flashing beacons at Wootton High School, nine new crosswalks and edge lines on W. Edmonston Drive between Wootton Pkwy and Cabin John Pkwy, and improving safety at the intersection of W. Edmonston Drive and Cabin John Parkway
- Completed the first major goal of the Water Main Rehabilitation program by replacing all fire hydrants flowing less than 500 gallons per minute. Over 22 miles of water main have been replaced since FY 2008
- Received Sustainable Maryland Certified status and was the 2021 Sustainability Champion, receiving the most points of any Maryland community through the Maryland Municipal League and the University of Maryland Environmental Finance Center program, which recognized strides the city has taken to foster a healthy environment, restore watersheds, reduce waste, conserve natural resources, and address climate change
- Engaged 596 volunteers through the Rockville Weed Warrior Program to remove non-native invasive plants in Rockville parks, and 268 volunteers through the Adopt-A-Stream Program for 18 stream cleanups
- Distributed 300 native trees to 142 residents and native wildflower seeds packets to 348 residents

Department of Public Works Fiscal Year 2023 Outlook

- Complete draft Pedestrian Master Plan and present to the Mayor and Council
- Begin conversion of LED streetlights (TA22)
- Issue contract for technical consultant to assist with Advanced Metering Infrastructure (AMI) selection and water meter replacement, and begin replacing older, larger meters on commercial accounts and meters for multifamily customers (UB21)
- Establish and implement a strategic plan to design and install electric vehicle charging infrastructure at city facilities in coordination with the electric vehicle fleet acquisition and replacement cycle (GA23)
- Replace an additional 13 light duty gas vehicles with leased electric vehicles in the city's fleet
- Relocate city operations and maintenance staff out of aging facilities at the Gude Maintenance Facility to the renovated 6 Taft Court (GD19)
- Revise Chapter 21 of the City Code to modify provisions for streets, and modify the street standards and the authority to permit private improvements in the right-of-way



This city has used an electric vehicle for parking enforcement since 2017 and plans to expand its electrified fleet in the coming years.



Public Works Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	6,103,561	7,039,890	7,060,500	0.3%
Construction Management	1,109,458	1,159,650	1,166,370	0.6%
Engineering	1,906,827	2,044,710	1,980,690	-3.1%
Environmental Management	6,025,169	6,408,030	7,678,050	19.8%
Fleet Services	3,512,443	4,203,790	6,800,670	61.8%
Operations Maintenance	6,741,465	6,736,490	7,426,590	10.2%
Traffic and Transportation	2,152,452	2,347,400	2,532,550	7.9%
Department Total (\$)	27,551,375	29,939,960	34,645,420	15.7%

Public Works Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	15,614,447	16,550,230	17,865,320	7.9%
Operating	10,768,917	11,591,450	12,666,230	9.3%
Capital Outlay	1,155,760	1,784,980	3,790,570	112.4%
Other	12,251	13,300	323,300	2330.8%
Department Total (\$)	27,551,375	29,939,960	34,645,420	15.7%

Public Works Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	-	-	-	-
Construction Management	-	-	-	-
Engineering	636,473	2,491,030	2,493,710	0.1%
Environmental Management	9,993	5,000	7,000	40.0%
Fleet Services	86,699	27,000	70,000	159.3%
Operations Maintenance	111,953	55,000	55,000	0.0%
Traffic and Transportation	42,259	356,600	356,600	0.0%
Department Total (\$)	887,377	2,934,630	2,982,310	1.6%

Significant Changes from FY 2022 to FY 2023

The Environmental Management budget includes a new 1.0 FTE; operating increases for contract transportation costs, stormwater maintenance needs, and a new composting program; one-time capital outlay funds for route management software; and other category funds to expand the RainScapes rebate program and fund a pilot flood mitigation grant program.

The Fleet Services Division budget includes operating increases for fuel costs and vehicle leases, as well as one-time funding to replace the fleet management system. This Division's capital outlay budget increased based on the number and type of vehicles planned for replacement in FY 2023, which varies from year to year.

The Operations Maintenance Division's budget includes a new 1.0 FTE, ongoing operating contract increases, and one-time capital outlay funding for new equipment.

The Traffic and Transportation Division's operating budget increased due to utility and bus shelter maintenance costs.

Environmental Management Division revenues increased in line with recent trends.

Fleet Services Division revenue from the sale of auctioned vehicles increased due to the number and type of vehicles planned for auction, which varies from year to year.

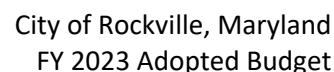


**Public Works Department
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Management and Support	15.50	15.50	16.50	6.5%
Construction Management	10.00	10.00	10.00	0.0%
Engineering	15.00	15.00	14.00	-6.7%
Environmental Management	43.40	43.40	44.40	2.3%
Fleet Services	13.00	13.00	13.00	0.0%
Operations Maintenance	56.60	56.60	57.60	1.8%
Traffic and Transportation	8.00	8.00	8.00	0.0%
Regular Subtotal	161.50	161.50	163.50	1.2%
<i>Temporary</i>				
Management and Support	0.10	0.10	1.30	1200.0%
Construction Management	-	-	-	-
Engineering	1.20	1.20	-	-100.0%
Environmental Management	3.50	2.00	2.00	0.0%
Fleet Services	-	-	-	-
Operations Maintenance	-	-	-	-
Traffic and Transportation	0.20	0.10	0.10	0.0%
Temporary Subtotal	5.00	3.40	3.40	0.0%
Department Total	166.50	164.90	166.90	1.2%

**Significant Changes from
FY 2022 to FY 2023**

The Public Works GIS program including 1.0 regular FTE and 1.2 temporary FTEs was transferred to Management and Support from the Engineering Division. In addition to this transfer, a 1.0 FTE Sustainability Program Manager was added to the Environmental Management Division, and a 1.0 FTE Maintenance Worker III was added to the Operations Maintenance Division.



The Management and Support Division provides oversight functions associated with managing the Department. These functions include: strategic planning facilitation for the Department; enhancing the effectiveness and competencies in the public works field; evaluating and upgrading Department performance; providing Geographic Information System (GIS) services and support for the Department; coordinating between Public Works and other departments; water treatment; and agreements with WSSC for sewage disposal at Blue Plains and purchase of backup water.



Critical Success Factor(s): Efficient and Effective City Service Delivery

Short Term Objective	Planned Completion
Integrate GIS services into the Management and Support Division	Q1 FY 2023
Implement an enterprise asset and work order management software solution	Q4 FY 2023



Goal: Provide safe drinking water for the city that meets or exceeds all federal and State water quality standards

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent daily compliance with MDE drinking water quality standards (Target: 100%)	100%	100%	100%	100%
Percent of routine maintenance work orders completed as scheduled (Target: 100%)	100%	100%	100%	100%
Percent of water purchased from WSSC that was not scheduled (Target: ≤ 2.0%)	0.8%	0.2%	≤ 2.0%	≤ 2.0%
Percent of unaccounted for water per calendar year (Target: ≤ 10.0%)	15.8%	17.7%	≤ 10.0%	≤ 10.0%

Short Term Objective	Planned Completion
Implement physical security improvements at the Water Treatment Plant	Q4 FY 2023



Management and Support Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	810,266	839,050	1,003,930	19.7%
Sewage Disposal	2,804,956	3,295,000	3,295,000	0.0%
Water Treatment Plant	2,488,339	2,905,840	2,761,570	-5.0%
Division Total (\$)	6,103,561	7,039,890	7,060,500	0.3%

Management and Support Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,742,356	1,865,320	2,161,080	15.9%
Operating	4,347,565	5,004,570	4,824,420	-3.6%
Capital Outlay	13,640	170,000	75,000	-55.9%
Other	-	-	-	-
Division Total (\$)	6,103,561	7,039,890	7,060,500	0.3%

Management and Support Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Management and Support	-	-	-	-
Sewage Disposal	-	-	-	-
Water Treatment Plant	-	-	-	-
Division Total (\$)	-	-	-	-

Management and Support Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Management and Support	4.50	4.50	5.50	22.2%
Sewage Disposal	-	-	-	-
Water Treatment Plant	11.00	11.00	11.00	0.0%
Regular Subtotal	15.50	15.50	16.50	6.5%
<i>Temporary</i>				
Management and Support	0.10	0.10	1.30	1200.0%
Sewage Disposal	-	-	-	-
Water Treatment Plant	-	-	-	-
Temporary Subtotal	0.10	0.10	1.30	1200.0%
Division Total	15.60	15.60	17.80	14.1%

Significant Changes from FY 2022 to FY 2023

The Public Works GIS program including 1.0 regular FTE and 1.2 temporary FTEs was moved to the Management and Support Cost Center from the Engineering Division for FY 2023. In addition to this personnel change, the Management and Support Cost Center includes \$25,000 in operating funds for a GIS orthophotography update, which occurs every three years.

The capital outlay category includes \$60,000 in one-time funding for the replacement of a sludge pump at the Water Treatment Plant. This funding is offset by the removal of one-time capital outlay funding in the Management and Support and Water Treatment Plant Cost Centers.



Construction Management Division

The Construction Management Division ensures public infrastructure is safe and meets federal, State, and city regulations and standards. This Division provides construction management for all Public Works CIP projects (found in the Transportation, Stormwater Management, and Utilities program areas of the CIP); provides construction management for infrastructure projects managed by developers and residents who receive permits issued by Public Works; and provides inspection, quality assurance, and general oversight of city-permitted construction within the public rights-of-way and easements by developers, utility companies, and residents. This Division manages city-contracted services for construction and repair of city infrastructure for streets, bridges, and sidewalks, as well as water, sewer, and stormwater facilities.

Construction Management Division	Budget	\$1,166,370
	Regular FTE	10.00
	Temp FTE	0.00
Construction Management	Budget	\$1,166,370
	Regular FTE	10.00
	Temp FTE	0.00

Performance Measures and Short Term Objectives

Goal: Effectively manage transportation, water, sewer, and stormwater construction contracts in accordance with plans, specifications, and standards of the industry

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of construction inspectors accredited as American Public Works Association (APWA) certified infrastructure inspectors or an equivalent certification (Target: 100%)	88%	88%	100%	100%
Percent of CIP projects managed by the Construction Management Division that are completed within 5% of contract award amount (Target: 95%)	100%	100%	95%	95%
Percent of CIP projects managed by the Construction Management Division that are completed on schedule (Target: ≥ 85%)	85%	85%	≥ 85%	≥ 85%
Percent of asphalt paving target completed through the Asphalt Repair & Replacement (TA21) CIP project (Target: 100% of the annual 13.5 miles)	100%	100%	100%	100%

Short Term Objectives	Planned Completion
Complete construction of the Potomac Valley Rd. sidewalk project and start construction of the W. Gude Dr. sidewalk project between MD 355 and Watkins Pond Blvd. in Sidewalks (TE21)	Q2 FY 2023
Complete construction of the Town Center Road Diet (TB22) project on E. Middle Lane and N. Washington St	Q2 FY 2023
Complete construction of the Denham Road south improvement in Storm Drain Rehab & Improvements (SA21)	Q2 FY 2023
Complete construction of Phase 1 renovations at 6 Taft Court in Maintenance and Emergency Ops Facility (GD19)	Q3 FY 2023
Complete construction of Water Treatment Plant electrical upgrades and building renovations (UA17)	Q4 FY 2023
Complete construction of Denham Road Outfall Stabilization – Storm Drain Rehab & Improvement (SA21)	Q4 FY 2023
Complete construction of SWM Facility Improvements – Northeast Park stream restoration and retrofit (SC21)	Q4 FY 2023
Complete construction of SWM Facility Improvements – city facility at the Villages of Tower Oaks (SC21)	Q4 FY 2023



Goal: Provide inspection, quality assurance, and general oversight of city-permitted construction within the public right-of-way and easements by developers, utility companies, and residents

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of all Public Works-issued permits with all critical inspections fully completed within 48 hours of notification (Target: 100%)	100%	100%	100%	100%
Percent of bonds released within 30 days of permit closure (Target: 100%)	90%	100%	100%	100%
Percent of permit related inspection reports entered into electronic permitting system within 24 hours of inspection completion (Target: 100%)	-	-	100%	100%

Short Term Objectives	Planned Completion
Transition to new Public Works permitting software, My Government Online (MGO), for full online and paperless documentation of permit-related inspections	Q1 FY 2023



**Construction Management Division
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Construction Management	1,109,458	1,159,650	1,166,370	0.6%
Division Total (\$)	1,109,458	1,159,650	1,166,370	0.6%

**Significant Changes from
FY 2022 to FY 2023**

There were no significant changes.

**Construction Management Division
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,056,551	1,101,280	1,107,010	0.5%
Operating	52,907	58,370	59,360	1.7%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	1,109,458	1,159,650	1,166,370	0.6%

**Construction Management Division
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Construction Management	-	-	-	-
Division Total (\$)	-	-	-	-

**Construction Management Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Construction Management	10.00	10.00	10.00	0.0%
Regular Subtotal	10.00	10.00	10.00	0.0%
<i>Temporary</i>				
Construction Management	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	10.00	10.00	10.00	0.0%



Engineering Division

The Engineering Division ensures that Rockville residents enjoy high quality of life by planning, engineering, reviewing, and evaluating city-constructed infrastructure for water, sewer, stormwater (which is planned by the Environmental Management Division), and bridges to comply with federal, State, and city standards and regulations. This Division reviews site development plans and issues public works permits; and manages projects in the Stormwater Management and Utilities program areas of the CIP, as well as bridge projects in the Transportation program area. The Division manages Maintenance and Emergency Operations Facility Improvements (GD19) in the General Government program area.

Engineering Division	Budget	\$1,980,690
	Regular FTE	14.00
	Temp FTE	0.00
Engineering	Budget	\$1,980,690
	Regular FTE	14.00
	Temp FTE	0.00

Performance Measures and Short Term Objectives

Goal: Ensure compliance with the Rockville City Code and policies through review of development applications and permits for water, sewer, stormwater, sediment control, roadway, and sidewalks

Critical Success Factor(s): Planning and Preservation

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of first-submittal engineering permit plan reviews completed within six weeks (Target: ≥ 80%)	90%	96%	≥ 80%	≥ 80%
Percent of subsequent engineering permit plan reviews completed within four weeks (Target: ≥ 80%)	97%	93%	≥ 80%	≥ 80%

Short Term Objectives	Planned Completion
Implement a process for the review and acceptance of SWM facility documentation along with reporting facilities to Maryland Department of the Environment (MDE)	Q1 FY 2023
Publish updated checklists for plan design review on the city's website	Q1 FY 2023
Revise Chapter 21 of the City Code to modify provisions for streets, and modify the street standards and the authority to permit private improvements in the right-of-way	Q4 FY 2023
Update the standards for small cell permits in city rights-of-way	Q4 FY 2023
Complete implementation of Public Works permitting software via new My Government Online (MGO) permitting system (FAST initiative) which features full online and paperless processing	Q4 FY 2023



Goal: Provide sustainable city water, sewer, stormwater, and vehicular bridge infrastructure in accordance with federal, State, and city standards, policies, and codes

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of current fiscal year CIP rehabilitation project funds awarded (water main, sewer main, storm drain, bridge) as scheduled (Target: ≥ 90%)	44%	75%	≥ 90%	≥ 90%
Percent of current fiscal year CIP construction projects awarded as scheduled (Target: 100%)	20%	80%	100%	100%
Percent of water mains replaced as scheduled through the Water Main Rehab (UD21) CIP project (Target: 100%)	103%	121%	100%	100%
Percent of sanitary sewer mains replaced/rehabilitated as scheduled through the Sewer Rehab & Improvement (UC21) CIP project (Target: 100%)	0%	168%	100%	100%
Percent of fire hydrants providing optimal flow (1,000 gpm) through the Water Main Rehab (UD21) CIP project (Target: ≥ 91%)	89%	89%	≥ 89%	≥ 91%

Short Term Objectives	Planned Completion
Award construction contract for Water Treatment Plant bulk sodium hypochlorite project (UB19)	Q1 FY 2023
Award contract for technical consultant to assist with AMI selection and water meter replacement (UB21)	Q2 FY 2023
Complete design of SWM facility at the Villages of Tower Oaks – SWM Facility Improvements (SC21)	Q2 FY 2023
Complete design of Denham Road Outfall Stabilization – Storm Drain Rehab & Improvement (SA21)	Q2 FY 2023
Complete design of the Crawford Dr. sewer replacement in Sewer Rehab & Improvement (UC21)	Q3 FY 2023
Manage approximately 1.5 miles of sewer rehabilitation at various locations in the city through Sewer Rehabilitation & Improvement (UC21)	Q3 FY 2023
Complete Bathymetric Study of City Facilities – SWM Facility Improvements (SC21)	Q4 FY 2023
Complete design of Stream Restoration Spot Repairs – Glenora Park (SB21)	Q4 FY 2023
Complete design of SWM Facility Improvements – Maryvale Park Pond and Fallsgrove 5 Pond (SC21)	Q4 FY 2023



**Engineering Division
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Engineering	1,906,827	2,044,710	1,980,690	-3.1%
Division Total (\$)	1,906,827	2,044,710	1,980,690	-3.1%

**Engineering Division
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,836,853	1,984,230	1,918,160	-3.3%
Operating	69,974	60,480	62,530	3.4%
Capital Outlay	-	-	-	-
Other	-	-	-	-
Division Total (\$)	1,906,827	2,044,710	1,980,690	-3.1%

**Engineering Division
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Engineering	636,473	2,491,030	2,493,710	0.1%
Division Total (\$)	636,473	2,491,030	2,493,710	0.1%

**Engineering Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Engineering	15.00	15.00	14.00	-6.7%
Regular Subtotal	15.00	15.00	14.00	-6.7%
<i>Temporary</i>				
Engineering	1.20	1.20	-	-100.0%
Temporary Subtotal	1.20	1.20	-	-100.0%
Division Total	16.20	16.20	14.00	-13.6%

**Significant Changes from
FY 2022 to FY 2023**

The Public Works GIS program including 1.0 regular FTE and 1.2 temporary FTEs was moved to the Management and Support Division for FY 2023.



Environmental Management Division

The Environmental Management Division provides leadership and coordination of city environmental programs related to sustainability, climate change, solid waste management, and stormwater management. The Division is responsible for providing recycling and refuse services to residents and planning and coordinating stormwater activities across the city, including ensuring that public and privately-owned facilities comply with federal, State, and city requirements. The Division promotes and implements programs and actions designed to make Rockville a national and regional leader in sustainability and environmental protection, including climate action planning, energy efficiency, green building development, natural resource stewardship, and water quality protection. The Division ensures that city activities are performed in accordance with all applicable federal and State environmental laws, rules, and permits and provides staff support to the Environment Commission.

Environmental Management Division		Budget	\$7,678,050
		Regular FTE	44.40
		Temp FTE	2.00
Environmental Management		Budget	\$401,570
		Regular FTE	2.40
		Temp FTE	0.00
Recycling and Refuse Collection		Budget	\$5,048,650
		Regular FTE	34.70
		Temp FTE	2.00
Stormwater Management and Implementation		Budget	\$2,227,830
		Regular FTE	7.30
		Temp FTE	0.00

Performance Measures and Short Term Objectives

Goal: Provide reliable and efficient collection of recycling, refuse, and yard waste from the city's single-family residences
Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of all material collected:				
Recycling (Target: ≥ 50%)	47%	45%	≥ 50%	≥ 50%
Refuse (Target: ≤ 50%)	53%	55%	≤ 50%	≤ 50%
Percent of neighborhood leaf collection performed as scheduled (Target: 100%)	100%	100%	100%	100%

Short Term Objective	Planned Completion
Implement measures to decrease staff turnover including the Refuse and Recycling Recruitment and Retention Incentive Program	Q1 FY 2023
Construct the Gude Yard Recycle Transfer Enclosure (GC19)	Q4 FY 2023
Improve efficiency, resource management, and customer service through mobile technology and software upgrades	Q4 FY 2023



Goal: Improve the sustainability and environmental sensitivity of the city's facilities, fleet, and built environment by promoting energy efficiency, renewable energy, green building development, natural resource stewardship, climate resiliency, and water quality protection

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measure	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of city sustainability-related applications approved for funding or technical assistance (Target: 100%)	100%	100%	100%	100%

Short Term Objective	Planned Completion
Launch a pilot food waste compost drop-off program for residents – Action C-18 of the Climate Action Plan	Q2 FY 2023
Develop a Rockville Community Electric Vehicle Readiness Plan – Action C-11 of the Climate Action Plan	Q4 FY 2023
Design and install electric vehicle charging stations to serve FY 2023 fleet replacements – Action M-07 of the Climate Action Plan	Q4 FY 2023

Goal: Protect city waterways, maintain city stormwater infrastructure, and ensure compliance with all applicable federal and State Clean Water Act requirements

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of active construction sites with sediment and erosion control permits that are inspected at least once every two weeks (Target: 100%)	100%	100%	100%	100%
Percent of the approximately 1,100 private and public stormwater management facilities inspected annually as scheduled (Target: ≥ 40%)	63%	43%	≥ 40%	≥ 40%
Percent of the approximately 330 food service establishments within the city that are inspected annually for compliance with fats, oils, and grease (FOG) requirements as scheduled (Target: ≥ 35%)	48%	39%	≥ 35%	≥ 35%
Percent of proposed stormwater projects reviewed within two weeks of submission for eligibility for a RainScapes rebate (Target: 100%)	100%	100%	100%	100%
Percent of the approximately 250 commercial properties within the city that are inspected annually for compliance with Water Quality Protection Ordinance (WQPO) requirements as scheduled* (Target: ≥ 35%)	N/A	N/A	≥ 35%	≥ 35%

*Full implementation of the new commercial property inspection program, which began in FY 2021, was delayed to FY 2022 due to the COVID-19 pandemic.

Short Term Objective	Planned Completion
Launch the pilot flood mitigation grant program – Action C-20 of the Climate Action Plan	Q2 FY 2023
Inform Rockville property owners about FEMA flood risk map updates	Q4 FY 2023
Develop a current conditions model to identify existing flood hazard areas	Q4 FY 2023



Environmental Management Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Environmental Management	289,729	237,940	401,570	68.8%
Recycling and Refuse Collection	4,182,162	4,575,860	5,048,650	10.3%
Stormwater Management and Implementation	1,553,278	1,594,230	2,227,830	39.7%
Division Total (\$)	6,025,169	6,408,030	7,678,050	19.8%

Environmental Management Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	3,554,567	3,995,570	4,454,600	11.5%
Operating	2,458,351	2,402,460	2,788,450	16.1%
Capital Outlay	-	-	115,000	N/A
Other	12,251	10,000	320,000	3100.0%
Division Total (\$)	6,025,169	6,408,030	7,678,050	19.8%

Environmental Management Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Environmental Management	-	-	-	-
Recycling and Refuse Collection	9,993	5,000	7,000	40.0%
Stormwater Management and Implementation	-	-	-	-
Division Total (\$)	9,993	5,000	7,000	40.0%

Significant Changes from FY 2022 to FY 2023

The Environmental Management budget increased due to the addition of a new position and \$23,500 for a new composting program.

The Recycling and Refuse Collection budget includes a \$29,030 increase in contract transportation costs and the addition of \$115,000 in one-time capital outlay funding for route management software and related hardware.

The Stormwater Management and Implementation operating budget includes the addition of \$335,000 for ongoing stormwater facility maintenance needs, and \$31,000 for operating cost impacts related to the Baltimore Road (8A11) and Sidewalks (TE21) CIP projects. Additionally, the other category budget includes an addition of \$10,000 to the existing RainScapes rebate program, and \$300,000 for a pilot flood mitigation grant program.

Revenue estimates increased to align with current trends in the sale of recyclable materials.



**Environmental Management Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Environmental Management	1.40	1.40	2.40	71.4%
Recycling and Refuse Collection	34.70	34.70	34.70	0.0%
Stormwater Management and Implementation	7.30	7.30	7.30	0.0%
Regular Subtotal	43.40	43.40	44.40	2.3%
<i>Temporary</i>				
Environmental Management	-	-	-	-
Recycling and Refuse Collection	3.50	2.00	2.00	0.0%
Stormwater Management and Implementation	-	-	-	-
Temporary Subtotal	3.50	2.00	2.00	0.0%
Division Total	46.90	45.40	46.40	2.2%

**Significant Changes from
FY 2022 to FY 2023**

A 1.0 FTE Sustainability Program Manager was added to the Environmental Management Cost Center.



Fleet Services Division

The Fleet Services Division manages vehicle acquisition, disposal, and leases; maintains and repairs city fleet vehicles and equipment; and manages fuel operations.

Fleet Services Division	Budget	\$6,800,670
	Regular FTE	13.00
	Temp FTE	0.00
Fleet Services	Budget	\$6,800,670
	Regular FTE	13.00
	Temp FTE	0.00

Performance Measures and Short Term Objectives

Goal: Ensure a sustainable fleet through the effective acquisition of new and the responsible disposal of obsolete city vehicles and equipment

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of vehicles and equipment awarded for purchase or lease per the annual fleet replacement schedule (Target: 100%)	100%	100%	100%	100%
Percent of obsolete vehicles successfully auctioned (Target: 100%)	60%	75%	100%	100%
Short Term Objective				Planned Completion
Prepare for maintenance of electric vehicles in fleet				Q4 FY 2023

Goal: Ensure a safe and reliable city fleet through effective preventative maintenance and timely repairs of city vehicles and equipment

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Fleet availability rate (Target: ≥ 95%)	96%	97%	≥ 95%	≥ 95%
Percent of driver-initiated work orders completed within 48 hours (Target: ≥ 80%)	61%	61%	≥ 80%	≥ 80%
Percent of tag renewals completed as scheduled (Target: 100%)	100%	100%	100%	100%
Percent of downtime due to parts unavailability (Target: ≤ 20%)	15%	15%	≤ 20%	≤ 20%
Percent of preventative maintenance performed as scheduled (Target: 100%)	64%	44%	100%	100%
Short Term Objective				Planned Completion
Upgrade fleet management software				Q2 FY 2023



Goal: Provide uninterrupted fuel supply for city vehicles and equipment

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Fuel pump availability rate (Target: ≥ 99%)	99%	100%	≥ 99%	≥ 99%
Percent of fuel pump inspections, audits, and reports conducted as scheduled (Target: 100%)	100%	100%	100%	100%



Fleet Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Fleet Services	3,512,443	4,203,790	6,800,670	61.8%
Division Total (\$)	3,512,443	4,203,790	6,800,670	61.8%

Fleet Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,236,061	1,269,380	1,344,900	5.9%
Operating	1,436,028	1,664,430	2,301,450	38.3%
Capital Outlay	840,354	1,269,980	3,154,320	148.4%
Other	-	-	-	-
Division Total (\$)	3,512,443	4,203,790	6,800,670	61.8%

Fleet Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Fleet Services	86,699	27,000	70,000	159.3%
Division Total (\$)	86,699	27,000	70,000	159.3%

Fleet Services Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Fleet Services	13.00	13.00	13.00	0.0%
Regular Subtotal	13.00	13.00	13.00	0.0%
<i>Temporary</i>				
Fleet Services	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	13.00	13.00	13.00	0.0%

Significant Changes from FY 2022 to FY 2023

The operating budget includes increased fuel cost estimates of \$205,060, an increase in vehicle lease funding of \$369,300 based on the number of vehicles planned for lease rather than replacement, and the addition of \$54,350 in one-time funding to replace the city's fleet management system.

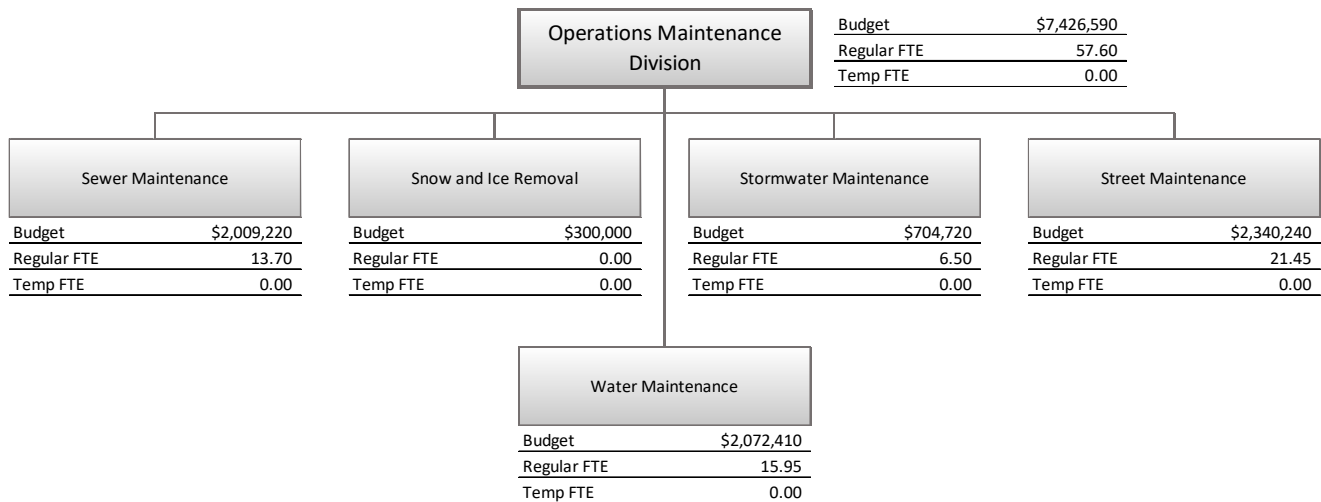
The capital outlay budget increased based on the number and type of vehicles planned for replacement in FY 2023, which varies from year to year. A list of planned replacement vehicles can be found in the Supplemental Information section.

Revenue from the sale of auctioned vehicles increased due to the number and type of vehicles planned for auction, which varies from year to year.



Operations Maintenance Division

The Operations Maintenance Division operates, maintains, and repairs the city's streets, water, sewer, and stormwater infrastructure to meet federal, State, and city regulations and to maximize the lifespan of city infrastructure. This Division is responsible for the maintenance of 156 miles of city roadways, including signage and pavement markings; 174 miles of water mains, including 12,673 lateral connections and 12,726 meters; 148 miles of sewer lines, including 12,673 lateral connections; and 102 miles of storm drain pipes.



Performance Measures and Short Term Objectives

Goal: Provide well-maintained city road infrastructure

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of regulatory sign requests completed within 4 hours of notification (Target: ≥ 90%)	100%	100%	≥ 90%	≥ 90%
Percent of pothole repair requests responded to within 24 hours of notification (Target: 100%)	100%	99%	100%	100%
Percent of sidewalk temporary repair work orders completed within 24 hours of notification (Target: 100%)	100%	100%	100%	100%



Goal: Ensure public safety through the timely, efficient, and responsible removal of snow and ice from city streets

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of salt spreading augers calibrated as scheduled (Target: 100%)	100%	100%	100%	100%
Percent of staff attending snow operations training as scheduled (Target: 100%)	60%	81%	100%	100%

Short Term Objective	Planned Completion
Implement a public-facing vehicle tracking dashboard for snow operations using the GPS and automated vehicle location data transmitted through the updated radio communication system	Q2 FY 2023

Goal: Ensure safe and reliable distribution of drinking water for public use and fire protection through the efficient and effective operation and maintenance of the city's water infrastructure

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of fire hydrants in service (Target: 100%)	100%	100%	100%	100%
Percent of fire hydrant preventative maintenance performed as scheduled (Target: 100%)	49%	100%	100%	100%
Percent of water valve preventative maintenance performed as scheduled (Target: 100%)	55%	100%	100%	100%
Percent of unidirectional flushing performed as scheduled (Target: 100%)	66%	100%	100%	100%
Percent of unscheduled water main service interruption lasting less than six hours (Target: ≥ 90%)	95%	84%	≥ 90%	≥ 90%
Percent of water meter customer service requests responded to within two business days of notification (Target: 100%)	42%	75%	100%	100%

Short Term Objective	Planned Completion
Develop a standard operating procedure and implement a large diameter water meter testing program	Q2 FY 2023
Replace the large diameter pressure reducing valves at Tower Oaks and Shady Grove	Q3 FY 2023



Goal: Ensure safe and reliable conveyance of wastewater from businesses and residences through the efficient and effective operation and maintenance of the city's sewer infrastructure

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of pump station preventative maintenance performed as scheduled (Target: 100%)	100%	100%	100%	100%
Percent of lateral preventative maintenance performed as scheduled (Target: 100%)	97%	102%	100%	100%
Percent of sewer main line condition assessments performed as scheduled using CCTV (Target: 100%)	5%*	38%*	100%	100%
Percent of sewer main line acoustic inspections performed as scheduled using SL-RAT (Target: 100%)	44%*	52%*	100%	100%
Percent of in-house sewer lateral repair/replacement program completed as scheduled (Target: ≥ 98%)	60%*	88%*	≥ 98%	≥ 98%
Percent of contracted sewer lateral replacements/point repairs completed as scheduled (Target: ≥ 98%)	70%*	80%*	≥ 98%	≥ 98%
Percent of sewer main line or lateral blockages in the city rights-of-way reported by customers, rather than found through preventative maintenance (Target: ≤ 2%)	0.7%	0.6%	≤ 2%	≤ 2%

*Performance measures not met as a result on the impact of the COVID-19 pandemic.

Short Term Objective	Planned Completion
Develop a standard operating procedure for the automated collection of the Sewer Line Rapid Assessment Tool data	Q1 FY 2023
Develop a standard operating procedure and implement the use of the new mainline camera system	Q2 FY 2023

Goal: Ensure safe and reliable conveyance of stormwater through the efficient and effective operation and maintenance of the city's storm drain infrastructure

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of storm structure repair excavations completed as scheduled (Target: 100%)	60%*	104%	100%	100%
Percent of storm drain inlet structures coded and assessed as scheduled using Manhole Assessment Certification Program (MACP) standards (Target: 100%)	75%*	59%*	100%	100%
Percent of storm drain inlets evaluated for obstruction as scheduled (Target: 100%)	118%	82%*	100%	100%

*Performance measures not met as a result on the impact of the COVID-19 pandemic.

Short Term Objective	Planned Completion
Develop a standard operating procedure and implement the use of the hydraulic tilt bucket	Q2 FY 2023



Operations Maintenance Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Sewer Maintenance	1,804,940	1,859,110	2,009,220	8.1%
Snow and Ice Removal	512,180	295,460	300,000	1.5%
Stormwater Maintenance	605,076	609,490	704,720	15.6%
Street Maintenance	1,938,385	2,082,040	2,340,240	12.4%
Water Maintenance	1,880,884	1,890,390	2,072,410	9.6%
Division Total (\$)	6,741,465	6,736,490	7,426,590	10.2%

Operations Maintenance Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	5,110,873	5,214,010	5,652,470	8.4%
Operating	1,495,554	1,387,480	1,537,870	10.8%
Capital Outlay	135,038	135,000	236,250	75.0%
Other	-	-	-	-
Division Total (\$)	6,741,465	6,736,490	7,426,590	10.2%

Operations Maintenance Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Sewer Maintenance	-	-	-	-
Snow and Ice Removal	-	-	-	-
Stormwater Maintenance	-	-	-	-
Street Maintenance	-	-	-	-
Water Maintenance	111,953	55,000	55,000	0.0%
Division Total (\$)	111,953	55,000	55,000	0.0%

Significant Changes from FY 2022 to FY 2023

The Sewer Maintenance budget increased due to the multi-year expansion of the sewer lateral replacement program, which added \$100,000 to the operating budget for FY 2023, as well as one-time capital outlay funding of \$13,000 for a new sewer main line camera.

The Stormwater Maintenance budget includes one-time capital outlay funding of \$8,250 for a hydraulic tilt bucket.

The Street Maintenance budget increased due to operating contract increases.

In the Water Maintenance Cost Center, personnel costs increased due to the addition of a new position and capital outlay costs increased due to one-time funding of \$80,000 for water distribution system safety equipment and tools.



**Operations Maintenance Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Sewer Maintenance	13.70	13.70	13.70	0.0%
Snow and Ice Removal	-	-	-	-
Stormwater Maintenance	6.50	6.50	6.50	0.0%
Street Maintenance	21.45	21.45	21.45	0.0%
Water Maintenance	14.95	14.95	15.95	6.7%
Regular Subtotal	56.60	56.60	57.60	1.8%
<i>Temporary</i>				
Sewer Maintenance	-	-	-	-
Snow and Ice Removal	-	-	-	-
Stormwater Maintenance	-	-	-	-
Street Maintenance	-	-	-	-
Water Maintenance	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	56.60	56.60	57.60	1.8%

**Significant Changes from
FY 2022 to FY 2023**

A 1.0 FTE Maintenance Worker III was added to the Water Maintenance Cost Center.



Traffic and Transportation Division

The Traffic and Transportation Division ensures a safe, efficient, and complete roadway system designed in conformance with city standards to efficiently accommodate automobiles, bicycles, pedestrians, and buses with an objective of the Vision Zero goal of moving towards zero fatalities on city streets. This Division plans traffic control devices and roadway improvements for all modes of transportation in compliance with national standards and operates and maintains traffic signals and streetlights. Sidewalk and bike facility projects managed by this Division improve pedestrian and bicyclist safety, connectivity, accessibility, and experience. This Division also reviews development applications, coordinates with other governments on traffic planning and funding, and provides staff support to the Traffic and Transportation Commission, the Rockville Bike Advisory Committee (RBAC), and the Rockville Pedestrian Advocacy Committee (RPAC). This Division is responsible for managing most of the projects in the Transportation program area of the CIP.

Traffic and Transportation Division		Budget	\$2,532,550
		Regular FTE	8.00
		Temp FTE	0.10
Traffic Operations and Streetlights		Budget	\$2,312,070
		Regular FTE	8.00
		Temp FTE	0.10
Transportation Improvement Plan		Budget	\$220,480
		Regular FTE	0.00
		Temp FTE	0.00

Performance Measures and Short Term Objectives

Goal: Provide a safe and complete multimodal transportation system by applying the Vision Zero Action Plan, Complete Streets Policy, and Guidelines for Neighborhood Traffic Management, reviewing development applications for transportation issues, and coordinating regional projects with the State and County

Critical Success Factor(s): Well Planned Community

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of bicycle facilities (bicycle lanes, bicycle paths, sharrows) installed as planned through the Pedestrian Safety (TD21) CIP (Target: 100% of 2,000 linear feet)	39%	263%	100%	100%
Percent of development applications reviewed within 6 weeks for transportation issues (Target: 100%)	100%	100%	100%	100%

Short Term Objectives	Planned Completion
Complete construction of Rockville Intermodal Access – Baltimore Road CIP (8A11)	Q2 FY 2023
Complete 75 percent of the shared roadway facilities according to the adopted Bikeway Master Plan	Q2 FY 2023
Purchase and install eight bus shelters	Q4 FY 2023
Complete design of Dawson Avenue in the Maryland/Dawson Extended (5C11)	Q4 FY 2023
Substantially complete design of Stonestreet Corridor Improvements (TA20)	Q4 FY 2023



Goal: Provide a safe and efficient roadway transportation system meeting Vision Zero goals for all modes of transportation by operating, maintaining, and coordinating city traffic signals and traffic control devices

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of traffic signal preventative maintenance performed as scheduled (Target: 100%)	100%	100%	100%	100%
Percent of pedestrian safety improvements completed as scheduled (Target: 100% of two locations)	100%	100%	100%	100%
Number of traffic-related deaths and serious injuries in Rockville (Target: zero by 2030)	-	-	zero	zero

Short Term Objectives	Planned Completion
Present the Pedestrian Master Plan to the Mayor and Council	Q4 FY 2023

Goal: Provide sustainable city streets, sidewalks, streetlights, and pedestrian and bicycle amenities in accordance with federal, State, and local standards and city transportation plans and policies

Critical Success Factor(s): Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of sidewalks installed through the Sidewalks (TF16/TE21) CIP project as scheduled (Target: 100% of 2,000 linear feet)	125%	136%	100%	100%
Percent of streetlights upgraded as scheduled (Target: 100%)	30%	130%	100%	100%

Short Term Objectives	Planned Completion
Complete the first phase of LED Streetlight Conversion (TA22)	Q4 FY 2023



Traffic and Transportation Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Traffic Operations and Streetlights	1,960,601	2,171,090	2,312,070	6.5%
Transportation Improvement Plan	191,851	176,310	220,480	25.1%
Division Total (\$)	2,152,452	2,347,400	2,532,550	7.9%

Traffic and Transportation Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,077,186	1,120,440	1,227,100	9.5%
Operating	908,538	1,013,660	1,092,150	7.7%
Capital Outlay	166,728	210,000	210,000	0.0%
Other	-	3,300	3,300	0.0%
Division Total (\$)	2,152,452	2,347,400	2,532,550	7.9%

Traffic and Transportation Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Traffic Operations and Streetlights	8,745	6,600	6,600	0.0%
Transportation Improvement Plan	33,514	350,000	350,000	0.0%
Division Total (\$)	42,259	356,600	356,600	0.0%

Traffic and Transportation Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Traffic Operations and Streetlights	11.50	8.00	8.00	0.0%
Transportation Improvement Plan	-	-	-	-
Regular Subtotal	11.50	8.00	8.00	0.0%
<i>Temporary</i>				
Traffic Operations and Streetlights	0.20	0.10	0.10	0.0%
Transportation Improvement Plan	-	-	-	-
Temporary Subtotal	0.20	0.10	0.10	0.0%
Division Total	11.70	8.10	8.10	0.0%

Significant Changes from FY 2022 to FY 2023

The Traffic Operations and Streetlights operating budget increased due to utility costs.

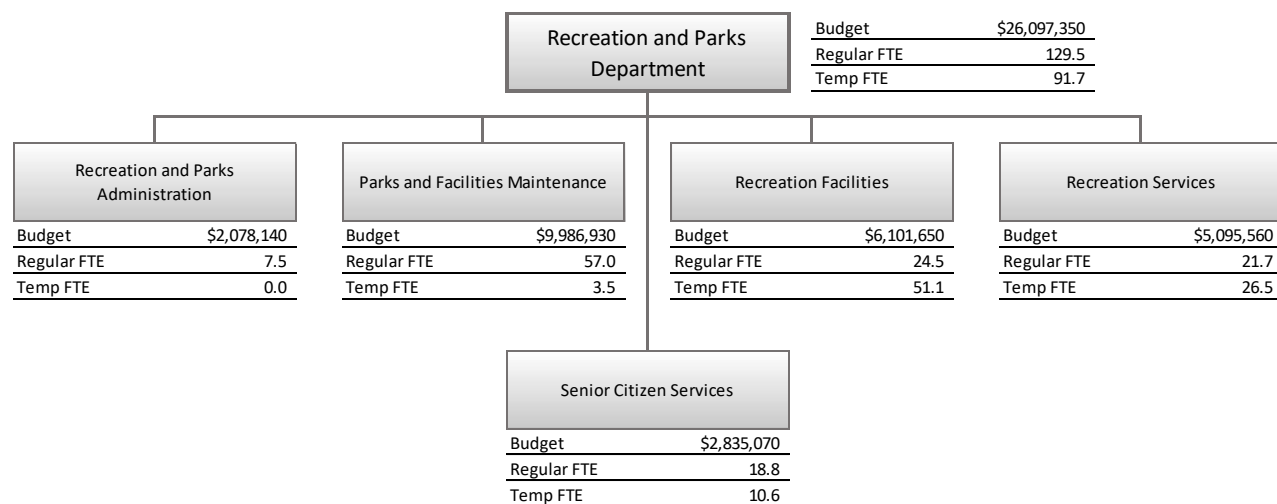
The Transportation Improvement Plan operating budget increased due to bus shelter maintenance costs.



Recreation and Parks Department

The Department of Recreation and Parks promotes participation for all Rockville residents in diverse, interesting, and high quality recreational and leisure opportunities in safe, modern, and well-maintained parks and facilities.

The Department of Recreation and Parks nurtures community connections and makes lifelong memories by providing high quality recreational and educational programming and facilities for Rockville residents and non-residents of all ages. The Department administers the city's diverse array of recreation opportunities, including youth and adult sports, health and wellness activities, afterschool programs, specialty classes, and summer camps, among many other offerings. The Department also delivers programs, services, and provides recreation fund scholarship resources, for at-risk youth and families, reduced price facility memberships, and youth development initiatives. The Department has responsibility for the stewardship, maintenance, and management of all city facilities, trees, and over 1,000 acres of parkland, rights-of-way, and open spaces. The Department manages all city community and specialty centers, including the Glenview Mansion, F. Scott Fitzgerald Theatre, Senior Center, Croydon Creek Nature Center, and the Swim and Fitness Center, and produces citywide special events, such as Hometown Holidays, the Rockville Independence Day Celebration, and the weekly Farmers Market.



Fiscal Year 2022 Accomplishments

The COVID-19 pandemic continued into FY 2022 and had an impact on the city's recreation offerings. The city experienced reduced participation and lower levels of comfort by the public to engage in group gatherings. As a result of the changed behaviors, there was a reduction in memberships, recreation program fees, admission charges, special event fees, rental fees, and concessions. Despite these challenges, the Department continued to serve the Rockville community.

- Croydon Creek Nature Center celebrated its 20th anniversary
- Issued more than 130 park pavilion rental permits
- Recreation facilities reopened in FY 2022 to service the community after extended closures due to the COVID-19 pandemic while still providing hundreds of virtual, in-person, and hybrid programs
- Developed a five-year street tree plan for maintenance including inspection, pruning, and removals
- Pruned all street trees within Falls Grove, Glenmore, and Fallsmead neighborhoods
- Renovated the Glenora Park sand volleyball court
- Senior Center received the 2021 Next Door-Neighborhood Favorite Award for Best Gym and Fitness Studio and Washington Jewish Week's 2021 Best Senior Center Award
- Completed the following projects: construction of phase II of the Senior Center ADA improvements (RE18), Playground Structure Replacement (RC21) at Elwood Smith Park, design of gender-neutral bathrooms at Dogwood



- Park (RD16), design of the Promenade Park Elevator (RD21), and close out of Skate Park (RJ16). Additionally, began construction on the Isreal Park Shelter (RA17), design of the Splash Pad (RF21) in Maryvale Park, and completed design and procured construction contractor for the Pervious Parking Lot Replacement: Falls Grove Park (RB19)
- Made improvements at the following locations: pedestrian bridges in Welsh, Rose Hill, RedGate, Elwood Smith, Twinbrook, Civic Center, and Potomac Woods Parks; athletic courts in David Scull, Rockcrest, Orchard Ridge, Woodley Gardens, and King Farm Parks; a section of the Millennium Trail; ADA improvements to the entrance and parking lot at City Hall; and repurposed former skate park to two soccer courts in Welsh Park
 - Received more than \$650,000 in grants to support playground equipment replacement, nutritious meals for seniors, renovation of the Lincoln Park Community Center, arts and culture programs, sports programs, fresh food from the Farmers Market, energy efficiency, and community gardens
 - Increased the rentable garden plots at Woottons Mill Park by 15 plots for a total of 174
 - Added weekend trash service to the most frequently visited parks with increased park use during COVID-19
 - Assisted with trash collection from 40 volunteer stream cleanup and 35 weed warrior events
 - RedGate Park hosted Live at RedGate event series and Hometown Holidays
 - Received the Tree City USA (32nd year) award from the National Arbor Day Foundation and PLANT Award from the MD Urban and Community Forest Council: planted 654 trees, removed 168 hazardous trees on city streets/parks, pruned 1,318 trees, and planted 59,355 spring flowering bulbs in 188 locations
 - Received \$18,500 in generous donations to provide financial assistance toward recreation programs
 - Montgomery County's oldest continuing road race, the Rockville 10K/5K, had 800 runners in the 46th annual race
 - Completed conservation work on artwork "Untitled" by William Calfee in Civic Center Park, "Spirit of Rockville" by Dan Davidson in Courthouse Square Park, and "On Site" by Gabriele Schmidt-Heins in Welsh Park
 - The Nutcracker returned to the F. Scott Fitzgerald Theatre stage for 2021 with much fanfare
 - The 2022 youth basketball league had approximately 1,300 participants, a strong return after a year of restrictions
 - Rockville Villages established two new Town Center Area Villages

Recreation and Parks Department Fiscal Year 2023 Outlook

- Continue to work with the Mayor and Council on the development of the RedGate Park Master Plan
- Continue to implement the 2020 Recreation and Parks Strategic Plan, 2016 ADA Audit and Transition Plan, 2016 Senior Center Needs Assessment Implementation Plan, 2019 Arts and Culture Plan, Swim and Fitness Enhancement and Improvements Plan, and the Comprehensive Plan
- Complete Isreal Park Shelter Replacement (RA17), complete Splash Pad (RF21), complete design of the Outdoor Recreation Pool Renovations (RC18), complete construction of Playground Structure Replacement (RC21) at Potomac Woods and Isreal Parks, complete construction of King Farm Farmstead Fire Suppression (RB21), complete construction of Pervious Parking Lot Replacement: Falls Grove Park (RB19), complete renovation of the Promenade Park Elevator (RD21), complete installation of gender-neutral bathrooms at Dogwood Park (RD16), complete Roofing Improvements (RE21) at City Hall and the Parks and Public Works Maintenance Complex, begin renovations to Lincoln Park Community Center (RA22), renovate athletic courts in Rockcrest, Broome, Mattie Stepanek, Welsh, and Potomac Woods Parks, renovate sections of trails including the Millennium Trail, Great Falls Road path, Falls Grove paths, Falls Road path, and improve access to Broome Park amenities
- Rockville Senior Center celebrates their 40th year anniversary
- Work with the city's new Grant Manager to research and apply for grants to supplement the department's operating and CIP budgets
- Partner with developer EYA to design and construct a 47-space parking lot at the King Farm Farmstead Park
- Prune all street trees within Orchard Ridge, Potomac Woods, North Farm, and New Mark Esplanade neighborhoods
- Install Matthew Geller's supernatural-sized buoy artwork in the Swim and Fitness Center lobby



Recreation and Parks Department FY 2023 Adopted Expenditures by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Recreation and Parks Administration	2,026,797	1,601,080	2,078,140	29.8%
Community Services	-	-	-	-
Parks and Facilities Maintenance	8,657,073	9,416,430	9,986,930	6.1%
Recreation Facilities	4,588,045	5,848,250	6,101,650	4.3%
Recreation Services	2,804,700	4,875,480	5,095,560	4.5%
Senior Citizen Services	2,284,615	2,506,220	2,835,070	13.1%
Department Total (\$)	20,361,230	24,247,460	26,097,350	7.6%

Recreation and Parks Department FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	13,907,938	16,109,190	17,572,980	9.1%
Operating	5,190,118	7,184,470	7,211,910	0.4%
Capital Outlay	1,133,367	722,800	1,035,130	43.2%
Other	129,807	231,000	277,330	20.1%
Department Total (\$)	20,361,230	24,247,460	26,097,350	7.6%

Recreation and Parks Department FY 2023 Adopted Revenues by Division

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Recreation and Parks Administration	3,525	-	-	-
Community Services	-	-	-	-
Parks and Facilities Maintenance	540,382	572,470	97,600	-83.0%
Recreation Facilities	1,519,857	3,222,990	3,489,060	8.3%
Recreation Services	739,663	2,127,470	2,383,700	12.0%
Senior Citizen Services	307,330	559,980	658,480	17.6%
Department Total (\$)	3,110,757	6,482,910	6,628,840	2.3%

Significant Changes from FY 2022 to FY 2023

Recreation and Parks Administration personnel costs increased due to the addition of a Senior Construction Projects Manager, and capital outlay costs increased by \$277,900 based on currently planned projects, largely due to the reduction in planned projects for FY 2022 due to the COVID-19 pandemic.

Senior Citizen Services personnel costs and revenues increased due to the addition of a Program Specialist. Revenue increased further due to the restoration of funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Other costs increased in Recreation Services by \$30,730 due to increased grant funding to VisArts for arts programming in Town Center, and \$14,800 due to enhancing the Eat Fresh Rockville program.

Revenue decreased in Parks and Facilities Maintenance by \$214,870 due to the removal of one-time funding for a six-month lease extension to Montgomery County for the use of 6 Taft Court, and by \$260,000 based on expected reductions in developer contributions to the Forest and Tree Preservation and Park Maintenance Funds.

Revenue increased in Recreation Facilities and Recreation Services primarily due to the restoration of funding that was reduced in FY 2022 due to the COVID-19 pandemic.



Recreation and Parks Department FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Recreation and Parks Administration	6.5	6.5	7.5	15.4%
Community Services*	9.0	-	-	-
Parks and Facilities Maintenance	57.0	57.0	57.0	0.0%
Recreation Facilities	24.5	24.5	24.5	0.0%
Recreation Services	20.5	20.5	21.7	5.9%
Senior Citizen Services	17.8	17.8	18.8	5.6%
Regular Subtotal	135.3	126.3	129.5	2.5%
<i>Temporary</i>				
Recreation and Parks Administration	-	-	-	-
Community Services*	1.0	-	-	-
Parks and Facilities Maintenance	3.0	3.0	3.5	16.7%
Recreation Facilities	52.1	50.3	51.1	1.6%
Recreation Services	26.4	24.4	26.5	8.6%
Senior Citizen Services	11.2	9.8	10.6	8.2%
Temporary Subtotal	93.7	87.5	91.7	4.8%
Department Total	229.0	213.8	221.2	3.5%

*The 9.0 Regular FTEs and 1.0 Temporary FTE from the Community Services Division was transferred to the new Department of Housing and Community Development at the start of FY 2021.

Significant Changes from FY 2022 to FY 2023

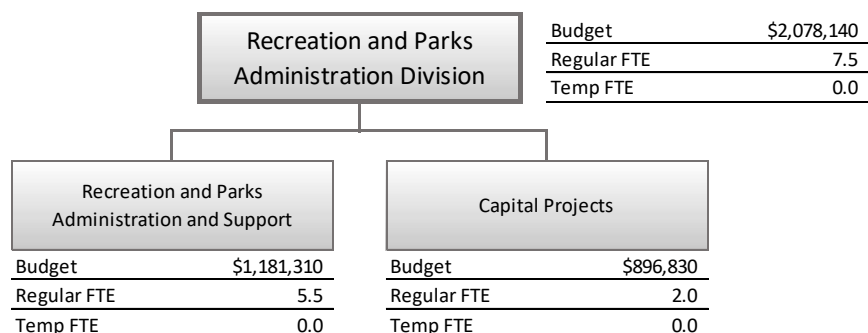
Regular FTEs increased in Recreation and Parks Administration by 1.0 due to the addition of a Senior Construction Projects Manager, in Recreation Services by 1.2 due to the addition of a 1.0 FTE Special Events Coordinator and the increase of a Recreation and Parks Program Specialist from 0.8 to 1.0 FTE, and in Senior Citizen Services by 1.0 due to the addition of a Program Specialist.

Temporary FTEs increased in Parks and Facilities Maintenance by 0.5 due to on-site supervision required at the newly constructed splash pad within Maryvale Park, and by 2.1 and 0.8 in Recreation Services and Senior Citizen Services, respectively, due to shifting programming priorities and related temporary FTE needs, primarily due to restoring FTEs that were previously reduced because of the COVID-19 pandemic.



Recreation and Parks Administration Division

The Recreation and Parks Administration Division is responsible for the leadership and management of the Recreation and Parks Department, marketing and development functions, coordination of the registration and customer service operations, and the planning and management of capital and planned improvement projects. This Division also supports the Recreation and Park Advisory Board and the Rockville Recreation and Parks Foundation, Inc. In addition, this Division oversees and manages projects in the Recreation and Parks program area of the CIP that directly impact city facilities, as well as park and open space areas.



Performance Measures and Short Term Objectives

Goal: Provide leadership and strategic direction to ensure quality stewardship of the city's lands and facilities as well as universal access to opportunities that improve community health and wellness

Critical Success Factor: Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of registered participants who are Rockville residents (Target: > 68%)	60%	52%	> 65%	> 60%
Total Recreation and Parks social media engagement, based on followers on all platforms	17,240	20,626	20,000	22,500
Percent of registrations via online registration system (Target: > 40%)	73%	54%	65%	65%
Applications submitted for new or non-recurring public or private grants	-	3	3	3

Goal: Provide high quality, efficient project management to improve city facilities and parkland amenities

Critical Success Factor: Stewardship of Infrastructure and Environment

Short Term Objectives	Planned Completion
Pedestrian bridge repairs/renovations: King Farm, Civic Center (2), Dawson Farm	Q4 FY 2023
Athletic court repairs/renovations: Rockcrest, Broome, Mattie Stepanek, Welsh, Potomac Woods	Q4 FY 2023
ADA remediations: Broome, Potomac Woods	Q4 FY 2023



Recreation and Parks Administration Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Recreation and Parks Administration and Support	1,114,238	1,125,520	1,181,310	5.0%
Capital Projects	912,559	475,560	896,830	88.6%
Division Total (\$)	2,026,797	1,601,080	2,078,140	29.8%

Recreation and Parks Administration Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	990,724	998,090	1,176,360	17.9%
Operating	206,500	213,890	234,780	9.8%
Capital Outlay	769,573	329,100	607,000	84.4%
Other	60,000	60,000	60,000	0.0%
Division Total (\$)	2,026,797	1,601,080	2,078,140	29.8%

Recreation and Parks Administration Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Recreation and Parks Administration and Support	3,525	-	-	-
Capital Projects	-	-	-	-
Division Total (\$)	3,525	-	-	-

Recreation and Parks Administration Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Recreation and Parks Administration and Support	5.5	5.5	5.5	0.0%
Capital Projects	1.0	1.0	2.0	100.0%
Regular Subtotal	6.5	6.5	7.5	15.4%
<i>Temporary</i>				
Recreation and Parks Administration and Support	-	-	-	-
Capital Projects	-	-	-	-
Temporary Subtotal	-	-	-	-
Division Total	6.5	6.5	7.5	15.4%

Significant Changes from FY 2022 to FY 2023

Regular FTEs increased by 1.0, with associated personnel cost increases, in the Capital Projects Cost Center due to the addition of a Senior Construction Projects Manager.

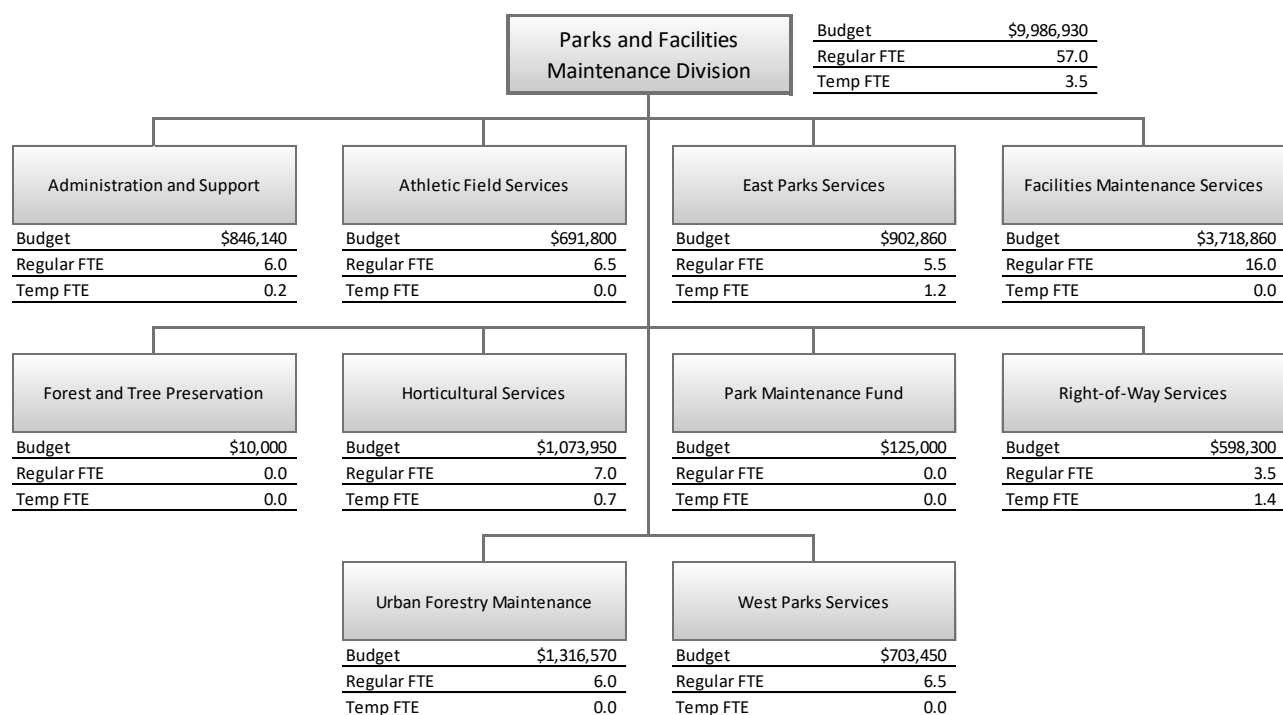
Operating costs increased by \$20,890 in the Recreation and Parks Administration and Support Cost Center. This was primarily due to restoring \$42,000 in program registration costs that were reduced in FY 2022 due to reduced public participation and limited in-person programming because of the COVID-19 pandemic, and restoring \$8,350 in travel and professional development funding. This was offset by a decrease of \$35,700 in funding for marketing and promotions printing that transferred to the Recreation Services Division.

Capital Projects capital outlay costs increased by \$277,900 based on currently planned projects. This increase is largely due to the deferred projects in FY 2022 as a result of the COVID-19 pandemic. This category varies each year depending on maintenance cycles.



Parks and Facilities Maintenance Division

The Parks and Facilities Maintenance Division is responsible for the stewardship and management of all the city's parkland and open space, as well as maintenance of all city facilities. This Division handles the operation, maintenance, and improvements to Rockville's parks, rights-of-way, street trees, athletic fields, and courts. It plants and maintains the annual and perennial flowers throughout the city. The Division also provides essential support for sports, special events, and other programs. The Division manages projects in the Recreation and Parks CIP program areas that directly impact city parks, open spaces, and city facilities.



Performance Measures and Short Term Objectives

Goal: Provide support services and leadership for the stewardship of all parks, facilities, rights of ways, and the urban forest

Critical Success Factor: Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of p-card audits returned with no findings	100%	100%	100%	100%
Percent of payments for invoices received and processed within 30 days of receipt (Target: 100%)	98%	96%	100%	100%
Percent of emergency service requests resolved within 24 hours	83%	85%	90%	90%



Goal: Provide maintenance and management of all parks and open spaces to provide high-quality, safe places that contribute to distinctive neighborhoods and sound environmental stewardship

Critical Success Factor: Safe and Livable Neighborhoods, Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of parks that meet or exceed minimum maintenance standards set by Department for beautification, safety, usability, and cleanliness, as determined by staff inspections (Target: ≥ 90%)	94%	97%	≥ 90%	≥ 90%
Percent of playgrounds inspected each year (Target: 100%)	100%	100%	100%	100%

Short Term Objectives	Planned Completion
Complete the installation of the playground replacement within Isreal Park and Potomac Woods Park	Q4 FY 2023

Goal: Provide maintenance and management of all city facilities to keep them in their as-built condition

Critical Success Factor: Stewardship of Infrastructure and Environment

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of internal survey respondents rating daytime custodial services as good or excellent (Target: ≥ 95%)	82%	82%	≥ 95%	≥ 95%
Percent of facilities passing annual quality inspections (Target: ≥ 95%)	92%	92%	≥ 95%	≥ 95%

Short Term Objectives	Planned Completion
Complete the installation of four HVAC units within Croydon Creek Nature Center (2), City Hall and the F. Scott Fitzgerald Theatre	Q4 FY 2023

Goal: Preserve, protect, maintain, and manage Rockville's urban forest

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of trees pruned per year (Target: 3,000)	3,506	3,236	3,000	3,000

Short Term Objectives	Planned Completion
Complete the scheduled street tree pruning	Q4 FY 2023



**Parks and Facilities Maintenance Division
FY 2023 Adopted Expenditures by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	807,654	813,570	846,140	4.0%
Athletic Field Services	588,339	619,020	691,800	11.8%
East Parks Services	604,358	744,220	902,860	21.3%
Facilities Maintenance Services	3,316,578	3,414,900	3,718,860	8.9%
Forest and Tree Preservation	-	100,000	10,000	-90.0%
Horticultural Services	997,376	1,028,060	1,073,950	4.5%
Park Maintenance Fund	53,737	125,000	125,000	0.0%
Right-of-Way Services	517,770	574,360	598,300	4.2%
Urban Forestry Maintenance	1,121,968	1,291,910	1,316,570	1.9%
West Parks Services	649,293	705,390	703,450	-0.3%
Division Total (\$)	8,657,073	9,416,430	9,986,930	6.1%

**Parks and Facilities Maintenance Division
FY 2023 Adopted Expenditures by Type**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	5,067,693	5,371,240	5,750,700	7.1%
Operating	3,299,529	3,724,190	3,892,230	4.5%
Capital Outlay	289,851	321,000	344,000	7.2%
Other	-	-	-	-
Division Total (\$)	8,657,073	9,416,430	9,986,930	6.1%

**Parks and Facilities Maintenance Division
FY 2023 Adopted Revenues by Cost Center**

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	-	-	-	-
Athletic Field Services	-	-	-	-
East Parks Services	-	-	-	-
Facilities Maintenance Services	516,778	256,730	41,860	-83.7%
Forest and Tree Preservation	-	100,000	10,000	-90.0%
Horticultural Services	-	-	-	-
Park Maintenance Fund	-	200,000	30,000	-85.0%
Right-of-Way Services	23,604	15,740	15,740	0.0%
Urban Forestry Maintenance	-	-	-	-
West Parks Services	-	-	-	-
Division Total (\$)	540,382	572,470	97,600	-83.0%

**Significant Changes from
FY 2022 to FY 2023**

Operating costs increased in East Park Services by \$42,000 due to adding operating cost impacts (OCI) from the Splash Pad (RF21) CIP project, and in Facilities Maintenance Services by \$206,000 due to restoring funding that was reduced in FY 2022 due to the COVID-19 pandemic and adding OCI from renovations to 6 Taft Court in the Maintenance and Emergency Operations Facility Improvements (GD19) CIP project. This was partially offset by a decrease in Forest and Tree Preservation of \$90,000 based on expected revenue.

Capital outlay costs increased in East Parks Services by \$38,500 due to the addition of \$80,000 for a dog exercise area, which was partially offset by the removal of one-time funding, and in Horticultural Services by \$25,000 and Right-of-Way Services by \$4,500 to replace park maintenance equipment. This was partially offset by a decrease in West Parks Services of \$20,000 due to the removal of one-time funding and in Facilities Maintenance Services of \$25,000 based on the current HVAC replacement cycle.

Revenue decreased in Facilities Maintenance Services by \$214,870 due to the removal of one-time revenues for a six-month lease extension to Montgomery County for the use of 6 Taft Court, and in Forest and Tree Preservation and Park Maintenance Fund by \$90,000 and \$170,000 respectively, based on expected developer contributions.



**Parks and Facilities Maintenance Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration and Support	6.0	6.0	6.0	0.0%
Athletic Field Services	6.5	6.5	6.5	0.0%
East Parks Services	5.5	5.5	5.5	0.0%
Facilities Maintenance Services	16.0	16.0	16.0	0.0%
Forest and Tree Preservation	-	-	-	-
Horticultural Services	7.0	7.0	7.0	0.0%
Park Maintenance Fund	-	-	-	-
Right-of-Way Services	3.5	3.5	3.5	0.0%
Urban Forestry Maintenance	6.0	6.0	6.0	0.0%
West Parks Services	6.5	6.5	6.5	0.0%
Regular Subtotal	57.0	57.0	57.0	0.0%
<i>Temporary</i>				
Administration and Support	0.2	0.2	0.2	0.0%
Athletic Field Services	-	-	-	-
East Parks Services	0.7	0.7	1.2	71.4%
Facilities Maintenance Services	-	-	-	-
Forest and Tree Preservation	-	-	-	-
Horticultural Services	0.7	0.7	0.7	0.0%
Park Maintenance Fund	-	-	-	-
Right-of-Way Services	1.4	1.4	1.4	0.0%
Urban Forestry Maintenance	-	-	-	-
West Parks Services	-	-	-	-
Temporary Subtotal	3.0	3.0	3.5	16.7%
Division Total	60.0	60.0	60.5	0.8%

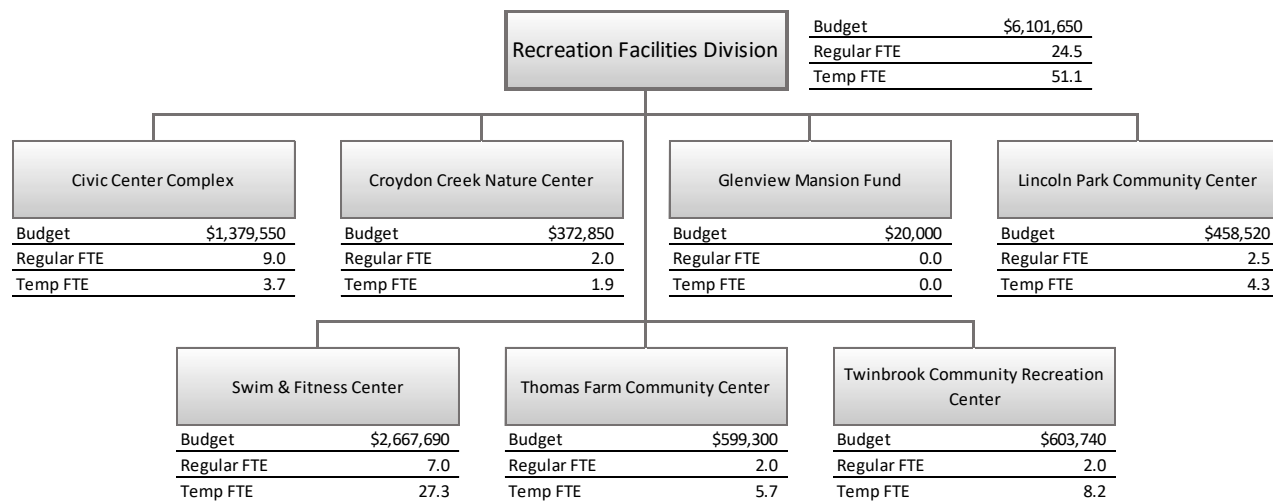
**Significant Changes from
FY 2022 to FY 2023**

Temporary FTEs increased by 0.5 in East Park Services due to on-site supervision required at the newly constructed splash pad within Maryvale Park.



Recreation Facilities Division

The Recreation Facilities Division safely and efficiently maintains and operates three community centers—Lincoln Park, Twinbrook, and Thomas Farm—and three specialty facilities—Croydon Creek Nature Center, the Rockville Civic Center (Glenview Mansion and F. Scott Fitzgerald Theatre), and the Rockville Swim and Fitness Center. The Division ensures these facilities are ready for use and provides high-quality, diverse, and appropriate programming and services. The Division is responsible for delivering a wide variety of high-quality activities for drop-in use, structured programs, special events, facility rental opportunities, and performing and visual arts events. The Division manages CIP projects in the Recreation and Parks program area that directly impact these facilities.



Performance Measures and Short Term Objectives

Goal: Provide safe, innovative, high-quality recreation programs that improve health and wellness, ensure social equity, and provide cultural opportunities for residents and visitors

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020*	Actual FY 2021*	Adopted FY 2022	Adopted FY 2023
Number of center visits (Target: > 125,000)	125,224	5,394	138,920	125,000
Number of center rentals (Target: > 1,400)	802	10	860	800
Number of programs provided by the centers (Target: > 2,000)	2,216	350	2,400	2,000
Percentage of surveyed participants that feel the community center and its programs are safe (Target: >95%)	95%	95%	95%	95%
Percentage of surveyed participants who report the community center activities help improve their health and wellness (Target: > 95%)	95%	95%	95%	95%
Percentage of center customers rating services and programs as good or excellent (Target: > 95%)	99%	95%	99%	95%

*The reduction in center visits, rentals, and programs is due to facility closures because of COVID-19.



Goal: Provide safe, socially equitable access to high-quality, special-focus facilities offering experiences to meet the interests and needs of regional participants; to foster involvement with health and wellness activities; to engage people with meaningful arts, cultural, and recreational opportunities; and to cultivate environmental literacy and stewardship

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020*	Actual FY 2021*	Adopted FY 2022	Adopted FY 2023
Percent of ticket sales purchased online at the F. Scott Fitzgerald Theatre	50%	N/A**	42%	45%
Percent of patrons that rate the F. Scott Fitzgerald Theatre box office services as above average or excellent	100%	100%***	95%	95%
Number of Glenview Mansion weddings and receptions	16	11	30	30
Number of Glenview Mansion conferences	29	1	47	20
Percent of wedding rentals that rate Glenview Mansion as 4 or 5 stars on Wedding Wire and The Knot	98%	100%	95%	95%
Number of students served at Croydon Creek Nature Center (virtually or in-person) (Target: 3,000)	686	414	2,500	2,000
Croydon Creek Nature Center volunteerism:				
Number of volunteers	205	211	125	175
Number of volunteer hours	1,052	479	500	700
Number of visits to Croydon Creek Nature Center	13,063	717	15,000	11,000
Croydon Creek Nature Center's percent of visitors who agree that they learned something new at the Center (virtually or in-person) (Target: > 95%)	96%	99%	95%	95%
Swim and Fitness Center registrations for youth and adult learn to swim programs	3,200	1,857	3,000	3,600
Swim and Fitness Center member visits	59,235	77,924	75,000	95,000
Swim and Fitness Center swim team registrations	936	872	800	850
Percent of participants that reported learning a new skill or improving existing skills during instructional swimming lessons	96%	92.7%	95%	95%

*The reduction in facility visits, events, and program participation is due to facility closures because of COVID-19.

**F. Scott Fitzgerald Theatre Box Office was closed in FY 2021 due to COVID-19. Therefore, no data is available.

***Patrons were still sent feedback surveys since F. Scott Fitzgerald Theatre Box Office staff were handling their ticket refunds.

Short Term Objectives	Planned Completion
Renovate the Croydon Creek Nature Center kitchen	Q4 FY 2023
Final phase of rehab work in Mrs. Lyon's Dressing Room (Glenview Mansion)	Q4 FY 2023
Outdoor Recreation Pool Renovations (RC18) Design	Q4 FY 2023



Recreation Facilities Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Civic Center Complex	1,015,693	1,318,890	1,379,550	4.6%
Croydon Creek Nature Center	263,500	347,960	372,850	7.2%
Glenview Mansion Fund	-	20,000	20,000	0.0%
Lincoln Park Community Center	267,705	438,700	458,520	4.5%
Swim & Fitness Center	2,424,378	2,586,440	2,667,690	3.1%
Thomas Farm Community Center	316,760	574,270	599,300	4.4%
Twinbrook Community Recreation Center	300,009	561,990	603,740	7.4%
Division Total (\$)	4,588,045	5,848,250	6,101,650	4.3%

Recreation Facilities Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	3,474,085	4,360,990	4,657,010	6.8%
Operating	1,044,228	1,391,160	1,316,310	-5.4%
Capital Outlay	69,732	46,700	78,130	67.3%
Other	-	49,400	50,200	1.6%
Division Total (\$)	4,588,045	5,848,250	6,101,650	4.3%

Recreation Facilities Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Civic Center Complex	36,203	539,110	592,500	9.9%
Croydon Creek Nature Center	10,570	68,340	89,840	31.5%
Glenview Mansion Fund	-	20,000	20,000	0.0%
Lincoln Park Community Center	9,177	99,050	115,050	16.2%
Swim & Fitness Center	1,425,705	2,161,190	2,305,850	6.7%
Thomas Farm Community Center	26,131	170,320	182,420	7.1%
Twinbrook Community Recreation Center	12,071	164,980	183,400	11.2%
Division Total (\$)	1,519,857	3,222,990	3,489,060	8.3%

Significant Changes from FY 2022 to FY 2023

Personnel costs increased across the Division by \$201,170 due to adjusting the city minimum wage in line with Montgomery County and restoring temporary personnel funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Operating costs decreased across the Division by \$96,600 based on updated utility cost estimates.

Capital outlay costs increased in Croydon Creek Nature Center, Lincoln Park Community Center, and Twinbrook Community Recreation Center by a total of \$31,430 to replace equipment.

Revenue increased as follows: Civic Center Complex by \$53,390 for facility rental fees, recreation program fees, and theatre ticket revenue; in the Croydon Creek Nature Center by \$21,500 for recreation program fees; in the Lincoln Park Community Center, Thomas Farm Community Center, and Twinbrook Community Recreation Center by \$16,000, \$12,100, and \$18,050, respectively, for facility rental fees and recreation program fees; and in the Swim & Fitness Center by \$160,160 for swim team dues and recreation program fees. These increases primarily restored funding that was reduced in FY 2022 due to the COVID-19 pandemic.



**Recreation Facilities Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Civic Center Complex	9.0	9.0	9.0	0.0%
Croydon Creek Nature Center	2.0	2.0	2.0	0.0%
Glenview Mansion Fund	-	-	-	-
Lincoln Park Community Center	2.5	2.5	2.5	0.0%
Swim & Fitness Center	7.0	7.0	7.0	0.0%
Thomas Farm Community Center	2.0	2.0	2.0	0.0%
Twinbrook Community Recreation Center	2.0	2.0	2.0	0.0%
Regular Subtotal	24.5	24.5	24.5	0.0%
<i>Temporary</i>				
Civic Center Complex	3.7	3.4	3.7	8.8%
Croydon Creek Nature Center	2.0	2.0	1.9	-5.0%
Glenview Mansion Fund	-	-	-	-
Lincoln Park Community Center	4.4	4.2	4.3	2.4%
Swim & Fitness Center	27.8	26.8	27.3	1.9%
Thomas Farm Community Center	6.2	5.7	5.7	0.0%
Twinbrook Community Recreation Center	8.0	8.2	8.2	0.0%
Temporary Subtotal	52.1	50.3	51.1	1.6%
Division Total	76.6	74.8	75.6	1.1%

**Significant Changes from
FY 2022 to FY 2023**

Temporary FTEs increased by 0.3 FTEs at the Civic Center Complex due to the restoration of FTEs and associated costs previously reduced because of the COVID-19 pandemic.



Recreation Services Division

The Recreation Services Division provides high-quality recreational and educational programming with an emphasis on improving the health of our community, enhancing social equity, planning and delivering high quality special events, and providing opportunities for cultural growth. The Afterschool, Arts, Childcare, Classes, Special Events, Sports, Summer Camps, and Teens and Adventure Sports programs are managed by this Division. A staff liaison provides support and assistance to the Cultural Arts Commission. The Recreation Fund is used to collect donations and provide financial assistance toward recreation programs for residents who are eligible. This Division also manages projects in the Recreation and Parks program area of the CIP that directly impact recreation programming.

Recreation Services Division		Budget	\$5,095,560
		Regular FTE	21.7
		Temp FTE	26.5
Administration and Support			
Budget	\$397,660		
Regular FTE	2.0		
Temp FTE	1.1		
Afterschool			
Budget	\$224,500		
Regular FTE	1.5		
Temp FTE	0.9		
Art in Public Architecture			
Budget	\$14,500		
Regular FTE	0.0		
Temp FTE	0.0		
Art in Public Places			
Budget	\$101,500		
Regular FTE	0.0		
Temp FTE	0.0		
Arts			
Budget	\$240,010		
Regular FTE	1.0		
Temp FTE	1.0		
Childcare			
Budget	\$316,320		
Regular FTE	3.0		
Temp FTE	1.9		
Classes			
Budget	\$313,550		
Regular FTE	1.4		
Temp FTE	1.1		
Farmers Market Eat Fresh Program			
Budget	\$40,000		
Regular FTE	0.0		
Temp FTE	0.0		
Friends of the Arts			
Budget	\$10,000		
Regular FTE	0.0		
Temp FTE	0.0		
Recreation Fund			
Budget	\$40,000		
Regular FTE	0.0		
Temp FTE	0.0		
Special Events			
Budget	\$1,426,650		
Regular FTE	6.0		
Temp FTE	1.6		
Sports			
Budget	\$581,000		
Regular FTE	2.8		
Temp FTE	3.4		
Summer Camps			
Budget	\$990,030		
Regular FTE	2.5		
Temp FTE	12.3		
Teens and Adventure Sports			
Budget	\$399,840		
Regular FTE	1.5		
Temp FTE	3.2		



Performance Measures and Short Term Objectives

Goal: Provide leadership and guidance in providing high quality recreation programs and services to Rockville area residents

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of registrants in recreation programs*	25,987	30,508	27,500	27,500
Percent of recreation programs that include Healthy Eating Active Living (HEAL) components (Target: > 80%)	82%	81%	> 80%	> 80%
Percent of participants that feel Rockville's recreation programs strengthen the community and improve their quality of life (Target: > 90%)	95%	93%	90%	> 90%
*The reduction in program participation is due to facility closures and class cancellations because of COVID-19.				
Short Term Objectives	Planned Completion			
Improve document management for Summer Camp intake forms	Q2 FY 2023			

Goal: Offer core programs and services for children and teens at a moderate cost; provide childcare, as well as safe, fun, and enriching activities during out-of-school time, and promote healthy eating and active living

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021*	Adopted FY 2022	Adopted FY 2023
Preschool enrollment, as percent of total capacity (Target: > 90%)	94%	49%	95%	90%
Afterschool program enrollment, as percent of total capacity (Target: > 85%)	69%	15%	80%	80%
Number of Park Adventures program participants engaged in health and wellness activities (Target: > 630)	673	78	650	650
Teen program enrollment, as a percent of total capacity (Target: > 85%)	93%	20%	> 85%	> 85%
Number of participants awarded financial assistance through the Recreation Fund	294	170	400	300
*The reduction in program participation is due to facility closures because of COVID-19.				

Goal: Produce high quality, innovative, safe, and diverse community special event celebrations and ceremonies for residents and visitors

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of community groups and organizations participating in city's special events* (Target: > 150)	81	10	107	> 150
*The reduction in community group and organization participation is due to event cancellations because of COVID-19.				

Short Term Objectives	Planned Completion
Host successful signature events including Rockville Independence Day Celebration, Rocktoberfest, Rockville Antique and Classic Car Show, Lunar New Year Celebration, Hometown Holidays, and Suds and Soles 5K after taking a pause from in-person events during the COVID-19 pandemic	Q4 FY 2023



Goal: Provide individuals opportunities for growth through participation in sports, fitness, recreation, and leisure activities, while promoting healthy and active living

Critical Success Factor(s): Efficient and Effective City Service Delivery

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Percent of surveyed participants who rate youth sports leagues as good or excellent (Target: ≥ 85%)	85%	86%	≥ 85%	≥ 85%
Percent of surveyed participants who would recommend a program to family, friends, or neighbors (Target: ≥ 85%)	86%	87%	≥ 85%	≥ 85%
Number of fitness and health-related classes for children, teens, and adults (Target: > 550)	619	528	600	550
Number of participants served in sports leagues (Target: > 12,000)	8,675	3,829	9,000	9,000

Goal: Maintain equitable opportunities for program participation, cultural stimulation, and display of public art for all residents and visitors to Rockville

Critical Success Factor(s): Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of arts programs offered by the city for performing, visual, and literary arts* (Target: 21)	18	7	11	18
Number of volunteers in arts programs* (Target: 295)	300	100	150	150
Number of volunteer hours for the arts programs* (Target: 30,000)	21,000	5,000	15,000	15,000
Number of temporary or permanent art projects installed (Target: 1)	3	0	1	1

*The reduction in programs offered and volunteer participation is due to event cancellations because of COVID-19.

Short Term Objectives	Planned Completion
Complete two maintenance projects on public art as recommended by the Public Art Assessment Study	Q4 FY 2023



Recreation Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	253,531	326,230	397,660	21.9%
Afterschool	104,272	167,740	224,500	33.8%
Art in Public Architecture	10,000	115,720	14,500	-87.5%
Art in Public Places	28,465	451,500	101,500	-77.5%
Arts	174,074	239,700	240,010	0.1%
Childcare	203,340	297,690	316,320	6.3%
Classes	254,636	301,980	313,550	3.8%
Farmers Market Eat Fresh Program	28,046	25,200	40,000	58.7%
Friends of the Arts	-	10,000	10,000	0.0%
Recreation Fund	5,295	40,000	40,000	0.0%
Skate Park	21,211	106,270	-	-100.0%
Special Events	798,082	1,158,790	1,426,650	23.1%
Sports	398,826	535,520	581,000	8.5%
Summer Camps	237,379	476,530	990,030	107.8%
Summer Playgrounds	154,100	364,670	-	-100.0%
Teens and Adventure Sports	133,443	257,940	399,840	55.0%
Division Total (\$)	2,804,700	4,875,480	5,095,560	4.5%

Recreation Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	2,393,830	3,251,600	3,557,180	9.4%
Operating	353,514	1,507,280	1,396,250	-7.4%
Capital Outlay	3,315	20,000	-	-100.0%
Other	54,041	96,600	142,130	47.1%
Division Total (\$)	2,804,700	4,875,480	5,095,560	4.5%

Significant Changes from FY 2022 to FY 2023

Skate Park was consolidated into Teens and Adventure Sports, formerly Teens; Summer Playgrounds was consolidated into Summer Camps.

Personnel costs increased in Special Events due to the addition of a Special Events Coordinator, and across the division by \$130,150 due to adjusting the city minimum wage in line with Montgomery County and restoring temporary personnel funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Operating costs changed as follows: decreased in Art in Public Architecture by \$101,220 based on current construction completion schedule, and in Art in Public Places by \$350,000 based on scheduled art projects; increased in Administration and Support by \$35,700 in funding for marketing and promotions printing that was transferred from the Recreation and Parks Administration Division, and across the Division by \$207,300 due to restoring funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Capital outlay costs decreased by \$20,000 due to the removal of one-time equipment purchases in Special Events.

Other costs increased by \$30,730 in Special Events due to increased grant funding to VisArts for arts programming in Town Center, and by \$14,800 in Farmers Market Eat Fresh Program to enhance Eat Fresh Rockville.



Recreation Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Administration and Support	-	24,710	41,040	66.1%
Afterschool	2,690	45,190	53,770	19.0%
Art in Public Architecture	1,200	1,600	23,250	1353.1%
Art in Public Places	84,240	84,610	86,480	2.2%
Arts	65,555	67,720	67,720	0.0%
Childcare	102,672	285,250	285,250	0.0%
Classes	154,464	304,830	341,500	12.0%
Farmers Market Eat Fresh Program	31,159	25,200	40,000	58.7%
Friends of the Arts	13,467	-	-	-
Recreation Fund	57,715	32,500	27,500	-15.4%
Skate Park	-	-	-	-
Special Events	25,625	102,300	122,300	19.6%
Sports	109,993	421,900	444,900	5.5%
Summer Camps	40,223	417,970	689,700	65.0%
Summer Playgrounds	17,103	175,330	-	-100.0%
Teens and Adventure Sports	33,557	138,360	160,290	15.8%
Division Total (\$)	739,663	2,127,470	2,383,700	12.0%

Significant Changes from FY 2022 to FY 2023

Revenue increased as follows: in Administration and Support by \$16,330 for MRPA Theme Park ticket sales; in Afterschool, Classes, Sports, Summer Camps, and Teens and Adventure Sports by a total of \$186,080 for recreation program fees; and in Special Events by \$20,000 for special event fees and community contributions. These increases primarily restored funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Revenue also increased in Art in Public Architecture by \$21,650 and in Farmers Market Eat Fresh Program by \$14,800, for city contributions.

Revenue decreased in the Recreation Fund due to a reduced General Fund transfer because of the significant existing balance in the fund.

Skate Park was consolidated into Teens and Adventure Sports, formerly Teens, and Summer Playgrounds was consolidated into Summer Camps.



Recreation Services Division FY 2023 Adopted Regular and Temporary FTEs

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Administration and Support	2.0	2.0	2.0	0.0%
Afterschool	1.5	1.5	1.5	0.0%
Art in Public Architecture	-	-	-	-
Art in Public Places	-	-	-	-
Arts	1.0	1.0	1.0	0.0%
Childcare	3.0	3.0	3.0	0.0%
Classes	1.4	1.4	1.4	0.0%
Farmers Market Eat Fresh Program	-	-	-	-
Friends of the Arts	-	-	-	-
Recreation Fund	-	-	-	-
Skate Park	-	-	-	-
Special Events	5.0	5.0	6.0	20.0%
Sports	2.8	2.8	2.8	0.0%
Summer Camps	1.5	1.5	2.5	66.7%
Summer Playgrounds	1.0	1.0	-	-100.0%
Teens and Adventure Sports	1.3	1.3	1.5	15.4%
Regular Subtotal	20.5	20.5	21.7	5.9%
<i>Temporary</i>				
Administration and Support	1.1	0.9	1.1	22.2%
Afterschool	1.3	1.0	0.9	-10.0%
Art in Public Architecture	-	-	-	-
Art in Public Places	-	-	-	-
Arts	1.1	1.1	1.0	-9.1%
Childcare	1.8	1.8	1.9	5.6%
Classes	1.1	1.0	1.1	10.0%
Farmers Market Eat Fresh Program	-	-	-	-
Friends of the Arts	-	-	-	-
Recreation Fund	-	-	-	-
Skate Park	1.3	1.4	-	-100.0%
Special Events	1.2	1.4	1.6	14.3%
Sports	3.8	3.5	3.4	-2.9%
Summer Camps	6.0	5.3	12.3	132.1%
Summer Playgrounds	6.2	5.8	-	-100.0%
Teens and Adventure Sports	1.5	1.2	3.2	166.7%
Temporary Subtotal	26.4	24.4	26.5	8.6%
Division Total	46.9	44.9	48.2	7.3%

Significant Changes from FY 2022 to FY 2023

Regular FTEs increased in Special Events by 1.0 due to the addition of a Special Events Coordinator position, and in Teens and Adventure Sports by 0.2 to increase a Recreation and Parks Program Specialist from 0.8 to 1.0 FTE.

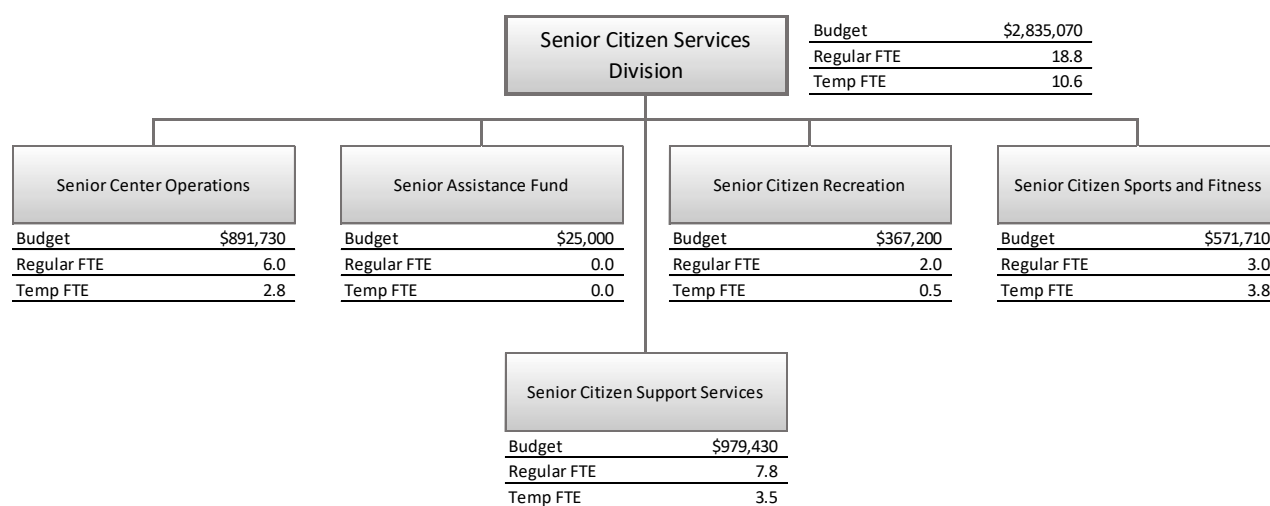
Regular and Temporary FTEs were transferred from Summer Playgrounds to Summer Camps, and from Skate Park to Teens and Adventure Sports, related to these cost centers merging.

Temporary FTE changes in the Division are due to shifting programming priorities and related temporary FTE needs, primarily due to restoring FTEs that were previously reduced because of the COVID-19 pandemic.



Senior Citizen Services Division

The Senior Citizen Services Division serves the city's diverse population of adults age 60 and above, and supports their social, recreational, educational, fitness, and wellness needs. This Division manages the 39,000 square foot Senior Center, the hub for the city's senior services. The Senior Center also serves as a place to access information, services, and support related to aging. The Division also manages senior services and programming in community centers, neighborhood buildings, and satellite locations throughout the city. The Division offers programs and services for aging in place, transportation, socialization, recreation, leisure, education, trips, fitness, health, and wellness. Among those is the city's Villages program that links residents age 60 and above to neighborhood volunteers who assist with tasks to enable them to age in place. Staff provides support to the Senior Citizens Commission and Rockville Seniors, Incorporated (RSI). This Division manages projects in the Recreation and Parks program area of the CIP that directly impact the Senior Center or facilities that may have senior programming.



Performance Measures and Short Term Objectives

Goal: Ensure social equity among all Rockville adults age 60 and above through a well-supported Senior Center and broad range of available services

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of Senior Center members* (Target: > 1,500)	1,273	1,341	1,275	1,275
Number of Senior Center facility rentals** (Target: > 350)	460	0	395	395
Number of Senior Center volunteers ** (Target: > 300)	150	38	150	150
Number of bus rides provided**	21,666	324	25,500	27,156
Number of taxi coupons sold**	669	1,197	1,365	1,200
Percentage of surveyed seniors that report Senior Center Support services (counseling, home maintenance, wellness, outreach, and transportation) meet most or all of their needs***	-	-	98%	98%
Percentage of surveyed seniors who rate the maintenance and cleanliness of the Senior Center as above average or outstanding***	-	-	98%	98%
Number of special interest and wellness classes offered	86	116	75	75



Performance Measures (continued)	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Number of computer classes offered (Target: ≥ 225)	248	262	275	268
Number of meals provided	40,000	54,516	24,600	23,700
Number of wellness screening and health appointments**	1,530	84	1,530	1,785
Percent of seniors that use city's transportation services to the Senior Center and grocery store that rate it as a high-quality, valuable service***	-	-	95%	95%
Senior Assistance Fund scholarships provided ** (Target: > 120)	183	58	200	188
Community contributions to Senior Assistance Fund (Target: > \$4,000)	\$14,320	\$12,924	\$4,000	\$4,000

*Senior Center Members were higher in 2021 because all members received an extension to their membership while the senior center was closed.

**The reduction in facility visits, transportation, events, volunteers, rentals, scholarships, and program participation is due to facility closures because of COVID-19.

***Surveys were not completed in FY 2021 due to the COVID-19 closure of the Rockville Senior Center.

Short Term Objectives	Planned Completion
Begin a senior fitness pilot program to target fall prevention, gait stability, and fall rehabilitation, assisting a minimum of 80 seniors	Q4 FY 2023

Goal: Encourage all Rockville adults age 60 and above to remain healthy, active, and socially engaged through participation in innovative, high-quality programs, classes, events, and trips

Critical Success Factor: Safe and Livable Neighborhoods

Performance Measures	Actual FY 2020*	Actual FY 2021	Adopted FY 2022	Adopted FY 2023
Participants in special events, classes, and trips* (Target: > 5,000)	3,100	2,860	3,975	4,000
Participants in fitness classes and sports leagues* (Target: > 4,000)	3,716	2,900	4,320	4,100
Number of trips offered* (Target: > 33)	16	0	25	25
Trips completed as a percent of total trips offered* (Target: > 98%)	48%	0%	97%	97%
Number of Fitness Club members (Target: > 1000)	673	712	750	750
Number of classes, programs, sports leagues, and trips offered* (Target: > 600)	812	383	800	800
Number of personal training sessions provided* (Target: > 1,700)	1,413	200	1,750	1,400
Percent of seniors that report Senior Center programs and membership meet most or all of their fitness and recreational needs (Target: > 98%) **	-	-	> 98%	> 98%

*The reduction in program participation is due to facility closures as a result of COVID-19.

**Surveys were not completed in FY 2020 due to the COVID-19 closure of the Rockville Senior Center from March-June 2020.

Short Term Objectives	Planned Completion
Coordinate a minimum of four community concerts, targeting Rockville Village neighborhoods to bring neighbors of all ages together and strengthen the power of connecting neighbors to other neighbors	Q4 FY 2023



Senior Citizen Services Division FY 2023 Adopted Expenditures by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Senior Center Operations	766,358	817,240	891,730	9.1%
Senior Assistance Fund	15,766	25,000	25,000	0.0%
Senior Citizen Recreation	296,552	310,720	367,200	18.2%
Senior Citizen Sports and Fitness	366,544	470,580	571,710	21.5%
Senior Citizen Support Services	839,395	882,680	979,430	11.0%
Division Total (\$)	2,284,615	2,506,220	2,835,070	13.1%

Senior Citizen Services Division FY 2023 Adopted Expenditures by Type

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Personnel	1,981,606	2,127,270	2,431,730	14.3%
Operating	286,347	347,950	372,340	7.0%
Capital Outlay	896	6,000	6,000	0.0%
Other	15,766	25,000	25,000	0.0%
Division Total (\$)	2,284,615	2,506,220	2,835,070	13.1%

Senior Citizen Services Division FY 2023 Adopted Revenues by Cost Center

	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
Senior Center Operations	33,936	106,200	122,700	15.5%
Senior Assistance Fund	41,287	23,000	13,000	-43.5%
Senior Citizen Recreation	34,333	101,700	129,800	27.6%
Senior Citizen Sports and Fitness	134,077	245,770	290,770	18.3%
Senior Citizen Support Services	63,697	83,310	102,210	22.7%
Division Total (\$)	307,330	559,980	658,480	17.6%

Significant Changes from FY 2022 to FY 2023

Personnel costs increased in Senior Citizen Sports and Fitness due to the addition of a Program Specialist position, and across the division by \$55,710 due to adjusting the city minimum wage in line with Montgomery County and restoring temporary personnel funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Senior Citizen Recreation operating costs increased by \$30,900 due to restoring funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Revenue increased in Senior Center Operations by \$16,500 for concessions and facility rental fees, and in Senior Citizen Recreation by \$28,100 for recreation program fees. These increases primarily restored funding that was reduced in FY 2022 due to the COVID-19 pandemic.

Revenue also increased in Senior Citizen Sports and Fitness by \$45,000 for recreation program fees due to the addition of a Program Specialist position, and in Senior Citizen Support Services by \$17,900 to reflect updated federal grant funding.

Revenue decreased in the Senior Assistance Fund due to a reduced General Fund transfer because of the significant existing balance in the fund.



**Senior Citizen Services Division
FY 2023 Adopted Regular and Temporary FTEs**

	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023	% Change from FY22
<i>Regular</i>				
Senior Center Operations	6.0	6.0	6.0	0.0%
Senior Assistance Fund	-	-	-	-
Senior Citizen Recreation	2.0	2.0	2.0	0.0%
Senior Citizen Sports and Fitness	2.0	2.0	3.0	50.0%
Senior Citizen Support Services	7.8	7.8	7.8	0.0%
Regular Subtotal	17.8	17.8	18.8	5.6%
<i>Temporary</i>				
Senior Center Operations	2.9	2.3	2.8	21.7%
Senior Assistance Fund	-	-	-	-
Senior Citizen Recreation	0.6	0.5	0.5	0.0%
Senior Citizen Sports and Fitness	4.2	4.0	3.8	-5.0%
Senior Citizen Support Services	3.5	3.0	3.5	16.7%
Temporary Subtotal	11.2	9.8	10.6	8.2%
Division Total	29.0	27.6	29.4	6.5%

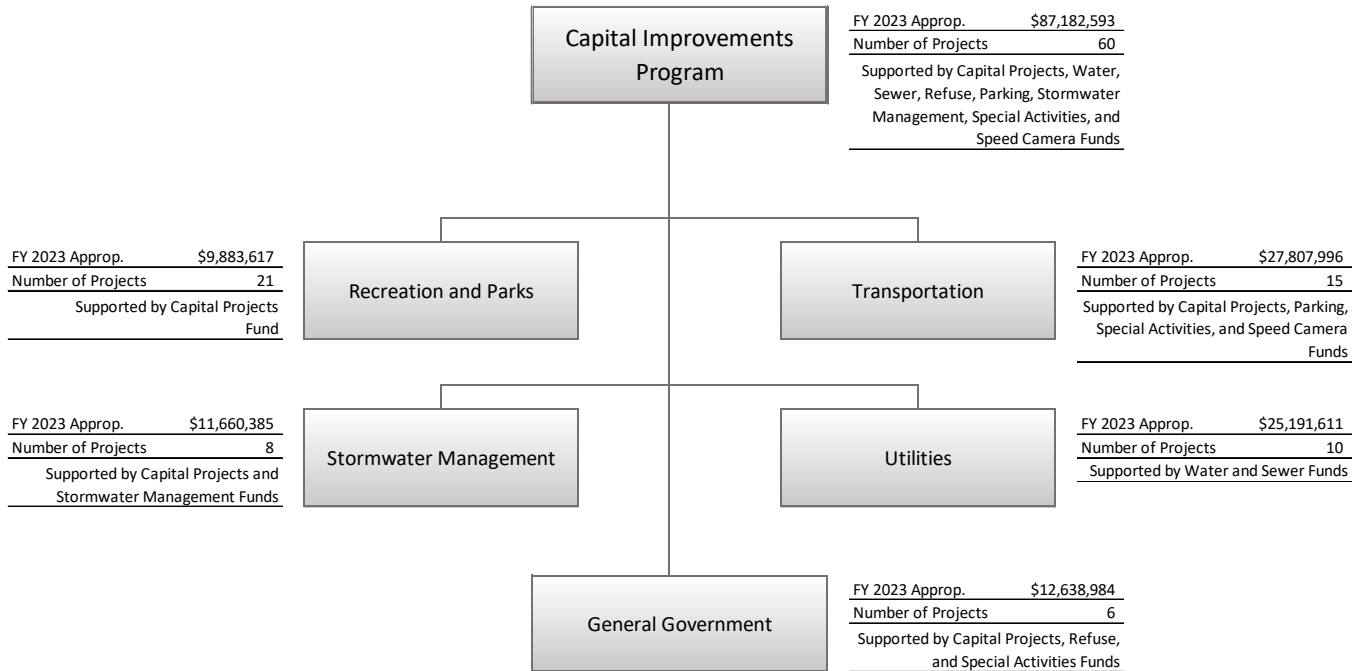
**Significant Changes from
FY 2022 to FY 2023**

Regular FTEs increased in Senior Citizen Sports and Fitness by 1.0 due to the addition of a Program Specialist position.

Temporary FTE changes in the Division are due to shifting programming priorities and related temporary FTE needs, primarily due to restoring FTEs that were previously reduced because of the COVID-19 pandemic.



Capital Improvements Program Structure





Capital Improvements Program Overview

The Capital Improvements Program, or CIP, maps the city's capital investment plan over a five year period. The CIP is both a fiscal and planning device that allows the city to monitor all capital project costs, funding sources, departmental responsibilities, and project schedules. Each year, the CIP is reviewed within the context of ongoing city, County, State, and federal planning programs and policies, as well as the city's Master Plan. The new year of the CIP, along with any unspent prior appropriations, comprise the capital budget for each project beginning July 1 of each fiscal year. The remaining four years of the CIP serve as a financial plan for capital investments. The five year financial plan is reviewed and updated each year, and the Mayor and Council adopt both the capital budget and the five year financial plan. CIP highlights, including a summary of all new projects, are included in the Introduction section of this document.

Definition of Significant Capital Expenditures

The city defines significant capital expenditures as any expenditure incurred within a project contained in the city's CIP. To qualify for inclusion in the CIP, a project must fall under one or more of the following categories:

- The acquisition of property for a public purpose
- The design and construction of a major new city facility or infrastructure
- The design and construction of a major addition or extension of an existing city facility or infrastructure
- The design and major improvement, rehabilitation, or repair of a city facility or infrastructure
- A significant one-time investment in new technology or upgraded technology infrastructure

Recurring Versus Nonrecurring Projects

All projects in the city's CIP are considered significant, as defined above. The CIP includes both recurring and nonrecurring projects. Recurring CIP projects, which involve ongoing major improvements, rehabilitation, or repairs (such as major street repaving or water infrastructure rehabilitation), are budgeted in five year increments. These projects are readily identified in this document by the inclusion of the five year timeframe at the end of the project title (for example, Asphalt/Concrete Improvements: FY21-FY25). Nonrecurring projects have defined beginning and end dates and long useful lives. These investments are generally capitalized as fixed assets and are eligible for debt financing according to the city's Financial Management Policies. The majority of the projects in the city's CIP are nonrecurring projects.

Studies that may lead to future projects are not funded in the CIP unless needed to apply for outside funding; such studies are planned for as Planned Improvement Projects (PIPs) and included in the operating budget when they are approved. Large nonrecurring projects that do not meet the criteria for inclusion in the CIP are also planned for through the PIP process. For a listing of current PIPs please see the Supplemental Information section of this document.

CIP Structure

Projects in the CIP are organized into five program areas: Recreation and Parks, Transportation, Stormwater Management, Utilities, and General Government. Each program area in this document includes an overview page followed by individual project sheets, shown in alphabetical order, for each project within the program area. These program area overview pages and individual project sheets are located in the CIP Projects section of this document.

CIP Project Identification and Prioritization

Department staff recommend renovations, repairs, or replacements for existing capital infrastructure based on established replacement cycles, inspection reports, condition assessments, and other studies. All recurring projects include information on how the budgeted work within those projects was identified; this information can be found in the Notes section at the bottom of each CIP project sheet. Nonrecurring projects are recommended as a result of Mayor and Council direction, study recommendations, or staff determinations.

Solicitation of Project Ideas

For all CIP projects, both recurring and nonrecurring, Budget Office staff sought input from the Mayor and Council and from the public throughout the budget process. This input was gathered in the following ways:



- Surveys were distributed to the Mayor and Council early in the budget process to gather their budget priorities, preferences, and ideas. The results of the Mayor and Council's FY 2023 budget surveys were presented at the December 13, 2021 Mayor and Council meeting.
- Project proposals were solicited from neighborhood groups prior to the start of the budget season. Department staff reviewed these proposals for possible inclusion in their budget submissions. Summaries of this year's requests and staff's responses to those requests can be found in the Supplemental Information section.
- The community was invited to submit online community priorities survey responses, oral testimony at budget public hearings, and written testimony to the Mayor and Council during the budget process through the close of the budget public record. The FY 2023 budget public record closed on April 15, 2022.

CIP Project Prioritization

Once all projects have been identified, city staff review those projects and prioritize them based on the needs of the Rockville community, the condition of the city's infrastructure, and the priorities of the Mayor and Council.

Projects supported by the taxpayer-funded Capital Projects Fund are reviewed by a cross-departmental CIP Prioritization Committee. Committee members score each project independently, and their scores are averaged to form an overall project prioritization score. The committee provides the overall project scores along with comments as a recommendation to the City Manager.

Department directors are given an opportunity to review and comment on that recommendation. The City Manager ultimately uses the committee's recommendation and any associated comments as a tool to aid in determining what projects will be included in the proposed CIP.

The criteria used by this year's CIP Prioritization Committee are shown in the image above.

FY 2023 CIP Prioritization Criteria	
The criteria and supporting examples shown below were developed by the CIP Prioritization Committee in past years to reflect the internal principles that are most critical for capital projects. The criteria do not include specific Mayor and Council Critical Success Factors; however, the contents of the Critical Success Factors as they relate to long term capital planning are reflected throughout the criteria.	
	Max Score
A. Improves/Maintains City Facilities or Infrastructure	25
Develops, upgrades, and enhances both the City's IT tools and infrastructure along with the access that employees and customers have to them	
Technology that improves access and organization, storage, analysis and presentation of City information	
Preventative maintenance or improvement of infrastructure (facility, building or road)	
Acquisition of property or parkland	
B. Improves City Operations and Service Delivery	25
Improves cost/time efficiency of City operations	
Improves response times and/or saves time/money for customers	
Improves the ability of the City to provide high quality services	
Enhances business processes, communication, and efficiency amongst City staff and between external customers and the City	
Increases the transparency of the City government and access to information through better communication with residents and other stakeholders	
Improves the ability of staff to make informed and timely decisions	
C. Improves the Safety, Attractiveness, and Sustainability of the City for Residents, Workers, Businesses/Employers and/or City Staff	25
Improve the health, welfare, or safety of residents, workers, businesses/employers or City staff	
Provides other benefits such as education, recreation, open space, community livability, economic development	
Improve Rockville's emergency management preparedness/readiness	
Improves the City's environmental stewardship	
Distinguishes the City as a desirable location to live, work, learn, or play	
D. Required to Meet Legal Mandates and Adopted Plans and Policies	25
CIP project contains grant funding and/or establishment of a CIP project is a prerequisite for outside funding	
Recommended part of the Master, a neighborhood or other plan that has been approved by the Mayor and Council	
Legal mandate or statutory requirement by the City, County, State, and/or Federal government (ADA, etc)	
Max Total Project Score	100

Funding Sources Used to Finance the CIP

The funding sources used to finance the current CIP are described in this section. The city seeks outside funding sources when possible to meet capital needs without affecting taxpayers and/or ratepayers. Funding sources for each project are identified on the individual project sheets, and a summary of funding by source and fund is included with the summary tables in this section.



Paygo Funding

Paygo funding refers to resources available within an operating fund to support a capital project. The current CIP includes paygo funding from the following funds:

- **Capital Projects (Cap) Fund** – Capital expenses funded by the General Fund for general capital improvements. Funds are received from transfers to the CIP from the General Fund. The main sources of funding for the General Fund are property and income taxes.
- **Water (Wtr) Fund** – Capital expenses funded by the Water Fund for major water system expansions or improvements. The source of funding is water usage charges and fees.
- **Sewer (Swr) Fund** – Capital expenses funded by the Sewer Fund for major sewer system expansions or improvements. The source of funding is sewer usage charges and fees.
- **Refuse (Ref) Fund** – Capital expenses funded by the Refuse Fund. The source of funding is annual recycling and refuse fees.
- **Parking (Pkg) Fund** – Capital expenses funded by the Parking Fund. The source of funding is parking meter fees, and revenue from parking fines and violations.
- **Stormwater Management (SWM) Fund** – Capital expenses funded by the Stormwater Management Fund. The source of funding is annual stormwater management fees.
- **Special Activities (Act) Fund** – Capital expenses funded by legally restricted revenue sources. There are two separate Special Activities Funds in the current CIP: Transportation Improvement Plan (TIP) and Cable TV/Equipment (Cable). TIP is funded by payments from developers and can only be used on strategies that decrease traffic congestion and vehicle emissions. Cable is funded by grants from the franchise agreements with local cable providers and can only be used for television production or allowed institutional network (I-Net) equipment.
- **Speed Camera (Spd) Fund** – Capital expenses funded by the Speed Camera Fund. The source of funding is speed camera violations.

Bond Proceeds

Bond proceeds are proceeds from the sale of bonds for a specific capital improvement project. A bond is a written promise to pay a designated sum of money at specific dates in the future, together with periodic interest at a specified rate. Bonds are used as a long term financing tool.

Grant Funding

Grant funding refers to funding received from an outside agency for a specific capital improvement project. Grant funding does not need to be repaid, but it may require the city to match a certain percentage of the award.

Developer Funding

Developer funding refers to contributions that developers make to the city in support of public improvements, such as stormwater drains or traffic control devices, that increase the value of a private development.

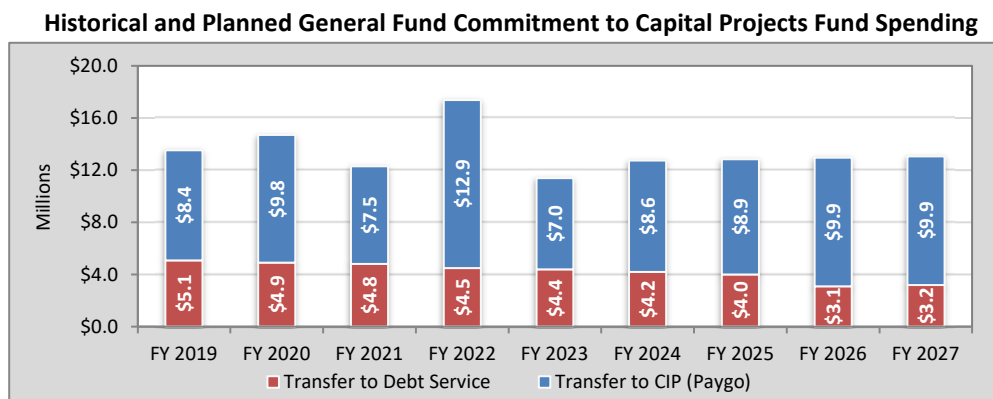
Other Funding Sources

Other funding sources refers to payments and contributions that are not specifically listed elsewhere. Other funding sources included in the current CIP include County Impact Tax, contributions from the Rockville Baseball Association (RBBA), State bond bill funding, and funding from the State Highway Administration (SHA).



Impact of the CIP on the Operating Budget

Projects funded within the CIP have a direct impact on the operating budget. The cost of the project itself, if supported by taxpayer dollars, impacts the amount of the General Fund transfer to the CIP for paygo-funded projects, and impacts the amount of the General Fund transfer to the Debt Service Fund and future borrowing capacity for bond-funded projects. In the past, the Mayor and Council have appropriated General Fund unassigned fund balance in excess of the reserve requirement in addition to the adopted transfers to the CIP to reduce future borrowing needs. Assuming an interest rate of 3.5 percent, every \$1 million that the city borrows results in an increased average annual debt service burden of approximately \$69,000. The chart below shows the historical and planned General Fund transfers to the Debt Service Fund and to the CIP.



In addition to the cost to complete a CIP project, many projects require ongoing funding to operate or maintain the completed project. Ongoing operating cost impacts must be considered when determining if and when to include a particular project in the CIP. The following table lists all CIP projects that have associated ongoing operating cost impacts, either positive (increased cost) or negative (decreased cost or increased revenue), in the five year planning period. The total shown represents the estimated net change to the operating budget in the current five year planning period due to the completion of the project. One-time operating cost impacts and operating cost impacts that fall outside of the current five year planning period are not shown in this summary, but can be seen on the affected project sheets. For the total operating cost impact of any individual CIP project please refer to the individual project sheet.

Ongoing Operating Cost Impacts (OCI), FY 2023 - FY 2027

Program Area / Project Title (Unit): OCI Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	5 Year Total
Recreation and Parks Program Area						
Dogwood Park Renovation (RD16): Electricity savings resulting from installation of more energy efficient lighting						
General Fund	(3,400)	-	-	-	-	(3,400)
F. Scott Fitzgerald Theatre ADA Improvements (RA20): Annual maintenance and inspections of new equipment						
General Fund	-	-	-	2,500	-	2,500
King Farm Farmstead - Electric Infrastructure (RB23): Cost of electric and annual inspections						
General Fund	-	2,500	-	-	-	2,500
King Farm Farmstead Fire Suppression (RB21): Cost of water/sewer and annual inspections						
General Fund	1,500	-	-	-	-	1,500
Senior Center ADA Improvements (RE18): Exterior grease trap maintenance and cleaning						
General Fund	2,000	-	-	-	-	2,000
Splash Pad (RF21): Maintenance and repairs, on-site supervision						
General Fund	60,000	-	-	-	-	60,000



Ongoing Operating Cost Impacts (OCI), FY 2023 - FY 2027 (continued)

Program Area / Project Title (Unit): OCI Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	5 Year Total
<i>Transportation Program Area</i>						
LED Streetlight Conversion (TA22): Electricity savings resulting from installation of more energy efficient lighting						
General Fund	-	(100,000)	-	-	-	(100,000)
Maryland/Dawson Extended (5C11): Landscaping, snow removal, stormwater management, and maintenance / repair related to construction of Phase II						
General Fund	-	-	3,000	-	-	3,000
SWM Fund	-	-	1,500	-	-	1,500
Pedestrian and Bicycle Safety: FY21-FY25 (TD21): Funding for signal maintenance, signs, line striping, repairs, stormwater management, and landscaping						
General Fund	1,000	1,000	1,000	1,000	1,000	5,000
Rockville Intermodal Access - Baltimore Road (8A11): Landscaping, stormwater management, snow removal, traffic sign repair, maintenance, and supplies						
General Fund	8,000	-	-	-	-	8,000
SWM Fund	29,000	-	-	-	-	29,000
Sidewalks: FY21-FY25 (TE21): Funding for maintenance, snow removal, landscaping, and stormwater management						
General Fund	1,000	1,000	1,000	1,000	1,000	5,000
SWM Fund	2,000	2,000	2,000	2,000	2,000	10,000
Town Center Road Diet (TB22): Maintenance, signage, pavement markings						
General Fund	3,000	-	-	-	-	3,000
<i>Stormwater Management Program Area</i>						
Stream Restoration: Anderson Park/Plymouth Woods HOA (SA18): Funding for five years of post-restoration stream stability monitoring*						
SWM Fund	-	-	47,000	-	-	47,000
Stream Restoration: Croydon Creek/Calvin Park Tributary (SB16): Funding for five years of post-restoration stream stability monitoring*						
SWM Fund	-	-	-	-	51,000	51,000
SWM Facilities Improvement: FY21-FY25 (SC21): Funding for maintenance, repairs, landscaping, and non-native invasive control						
SWM Fund	5,000	16,000	24,000	16,000	15,000	76,000
<i>Utilities Program Area</i>						
SCADA Improvements (UE16): Electricity and communication funding						
Water Fund	-	-	-	-	2,000	2,000
Water Treatment Plant Electrical, Roof, and HVAC Upgrades (UA17): Funding for electrical replacement parts						
Water Fund	5,000	-	-	-	-	5,000
Water Treatment Plant Safety Improvements (UB19): Additional funding for required chemicals						
Water Fund	-	34,000	-	-	-	34,000
<i>General Government Program Area</i>						
Core Financial, HR, And Procurement ERP (GA21): Annual license and maintenance costs						
General Fund	-	519,710	-	-	-	519,710
Gude Yard Recycle Transfer Enclosure (GC19): Funding for electricity and maintenance						
General Fund	500	-	-	-	-	500
Refuse Fund	4,000	-	-	-	-	4,000
I-Net Security Enhancements (GA18): Funding for equipment maintenance						
General Fund	300,000	-	-	-	-	300,000
Maintenance and Emergency Operations Facility Improvements (GD19): Funding for increases in general facility maintenance and utilities						
General Fund	88,550	167,950	-	-	-	256,500
<i>Closed Projects</i>						
Traffic Signal Communication System (TA18, closed FY 2020): Communication costs and software maintenance						
General Fund	10,000	-	-	-	-	10,000
<i>All Program Areas</i>						
General Fund	472,150	592,160	5,000	4,500	2,000	1,075,810
Water Fund	5,000	34,000	-	-	2,000	41,000
Refuse Fund	4,000	-	-	-	-	4,000
SWM Fund	36,000	18,000	74,500	18,000	68,000	214,500
Total, All Funds (\$)	517,150	644,160	79,500	22,500	72,000	1,335,310

*This OCI is required by the U.S. Army Corps of Engineers and will be removed from the budget at the end of the five year requirement period.



Debt Management Policies and Ratios

The City's Financial Management Policies establish quantitative parameters for managing the city's debt. Since neither Maryland State law nor the City Charter mandates a limit on municipal debt, the parameters are designed to ensure that debt burdens remain within manageable levels. Each year the CIP is crafted with a view toward ensuring compliance with these quantitative targets.

In the Capital Projects Fund, the city strives to:

1. Maintain its net tax-supported debt at a level not to exceed 1 percent of the assessed valuation of taxable property within the city.
2. Ensure that its net tax-supported debt per capita does not exceed \$1,438 (amount adjusted annually by the November Washington-Arlington-Alexandria CPI-U).
3. Ensure that its net tax-supported debt per capita as a percentage of federal adjusted gross income does not exceed 2.5 percent.
4. Maintain its annual net tax-supported debt service costs at a level less than 15 percent of the city's annual adopted General Fund expenditures.
5. Maintain a five year amortization rate of at least 25 percent, and a ten year amortization rate of at least 50 percent.

Capital Projects Fund Debt Ratios ¹	Target	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Debt per assessed valuation	≤1.0%	0.3%	0.3%	0.3%	0.3%	0.2%
Debt per capita	≤\$1,438 ²	\$585	\$630	\$556	\$544	\$494
Debt per capita as a % of per capita income	≤2.5%	1.0%	1.1%	0.9%	0.9%	0.8%
Debt service as a % of operating budget	<15.0%	7.2%	6.4%	6.2%	5.1%	5.2%
Amortization rate - 5 years	≥25%	37.8%	38.7%	39.7%	41.7%	45.2%
Amortization rate - 10 years	≥50%	67.5%	70.3%	73.8%	78.5%	84.6%

1. All Capital Projects Fund ratios include the debt issued for the Town Center parking garages unless otherwise noted.

2. The target is adjusted annually by the change in the November CPI-U for the Washington-Arlington-Alexandria region.

AAA/Aaa Bond Rating

The city maintains a AAA/Aaa bond rating by Moody's Investor Services and Standard and Poor's. This rating saves the taxpayers money by allowing the city to issue bonds at the lowest possible interest rates. For each bond sale, Rockville is evaluated for overall debt burden, financial management, financial performance, and the city's economic base and prospects.

The city most recently received credit opinions in September 2020. Credit strengths noted by the rating agencies include Rockville's sizable, diverse tax base; strong economy; historically stable financial position bolstered by formal fiscal policies; manageable fixed costs; strong management; and strong budgetary flexibility and performance.



Total Outstanding City Debt

The city has a total of \$118.3 million in outstanding taxpayer-supported and enterprise debt. During FY 2023 the city will retire \$3.7 million in taxpayer-supported debt and \$8.3 million in enterprise debt. The city plans to issue \$15.5 million in new enterprise debt in FY 2023. Current debt to maturity schedules for each fund can be found in the Financial Summaries section of this document.

Taxpayer-Supported Debt Summary	Year	Outstanding Principal	Interest Rate	Maturity
General Improvements - Refunding 2013B	2013	445,299	3.00 - 4.00%	2023
General Improvements - Refunding 2014A	2014	1,014,667	2.00 - 5.00%	2024
General Improvements - Refunding 2015A	2015	1,839,050	4.00 - 5.00%	2025
General Improvements - 2016A	2016	770,000	2.00 - 3.00%	2036
General Improvements - Advance Refunding 2016B	2016	2,262,786	2.00 - 5.00%	2028
General Improvements - 2017A	2017	4,055,000	4.00%	2037
General Improvements - 2019A	2019	5,445,000	2.00 - 5.00%	2039
General Improvements - Refunding 2020A	2020	6,070,000	1.90%	2031
General Improvements - Advance Refunding 2020C	2020	975,000	1.00 - 1.70%	2025
Total General Debt (\$):		22,876,802		

Enterprise Debt Summary	Year	Outstanding Principal	Interest Rate	Maturity
Loan Payable - State of Maryland	2002	208,037	1.90%	2023
Loan Payable - State of Maryland	2005	217,990	0.00%	2025
Loan Payable - State of Maryland	2010	394,719	1.00%	2031
General Improvements - Refunding 2013B	2013	144,701	3.00 - 4.00%	2023
General Improvements - Refunding 2014A	2014	240,333	2.00 - 5.00%	2024
General Improvements - Refunding 2015A	2015	1,385,948	4.00 - 5.00%	2025
General Improvements - 2015B	2015	6,860,000	2.00 - 5.00%	2036
General Improvements - 2016A	2016	3,570,000	2.00 - 3.00%	2036
General Improvements - Advance Refunding 2016B	2016	3,842,212	2.00 - 5.00%	2028
General Improvements - 2017A	2017	3,570,000	4.00%	2037
General Improvements - 2019A	2019	7,150,000	2.00 - 5.00%	2039
General Improvements - Advance Refunding 2019B	2019	25,220,000	2.55 - 3.00%	2036
General Improvements - Refunding 2020A	2020	4,360,000	1.90%	2031
General Improvements - 2020B	2020	16,790,000	2.00 - 5.00%	2040
General Improvements - Advance Refunding 2020C	2020	21,505,000	1.00 - 1.70%	2035
Total Enterprise Debt (\$):		95,458,940		

Total Outstanding Debt: \$ 118,335,742



Planned New Debt

The table below shows the currently planned new debt issues from FY 2023 through FY 2027. Annual reviews will be performed to see if using cash or issuing debt is more favorable. The city often combines two fiscal years' worth of debt issues into one issue to reduce costs and increase efficiency.

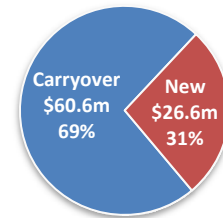
Project	Fund	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	5 Year Total
<i>Recreation and Parks Program Area</i>							
Civic Center Park ADA Sidewalk (RA23)	Cap	-	285,000	-	-	-	285,000
F. Scott Fitzgerald Theatre ADA Improvements (RA20)	Cap	-	143,000	887,000	-	-	1,030,000
King Farm Farmstead – Horse Barn (RA18)	Cap	-	-	335,000	3,397,000	-	3,732,000
Outdoor Recreation Pool Renovations (RC18)	Cap	-	7,886,000	-	-	-	7,886,000
Roofing Improvements: FY21-FY25 (RE21)	Cap	-	-	-	-	911,047	911,047
<i>Stormwater Management Program Area</i>							
Stream Rest.: Croydon Creek/Calvin Park Tributary (SB16)	SWM	-	4,570,000	-	-	-	4,570,000
<i>Utilities Program Area</i>							
Blue Plains Wastewater Treatment (UA21)	Swr	3,738,000	4,212,000	6,314,000	6,948,000	3,262,500	24,474,500
Water Main Rehab & Improvement (UD21)	Wtr	3,255,000	3,947,000	3,374,000	3,392,000	3,894,000	17,862,000
Water Meter Repl. and AMI Implementation (UB21)	Wtr	-	370,000	2,050,000	1,500,000	1,400,000	5,320,000
<i>All Program Areas</i>							
Capital Projects Fund	Cap	-	8,314,000	1,222,000	3,397,000	911,047	13,844,047
Water Fund	Wtr	3,255,000	4,317,000	5,424,000	4,892,000	5,294,000	23,182,000
Sewer Fund	Swr	3,738,000	4,212,000	6,314,000	6,948,000	3,262,500	24,474,500
Stormwater Management Fund	SWM	-	4,570,000	-	-	-	4,570,000
Total, All Funds (\$)		6,993,000	21,413,000	12,960,000	15,237,000	9,467,547	66,070,547



FY 2023 CIP Appropriations Summary

Unlike annual appropriations in the operating budget, funds for CIP projects can be carried over from year to year until the project is complete. The annual CIP appropriation total is a combination of unspent funding from prior years plus new funding approved for the budget year. The CIP budget of \$87.2 million will support a total of 47 projects in FY 2023.

FY 2023 CIP Appropriation



FY 2023 CIP Appropriations Summary by Fund

Fund	Prior Year Approps.	Less Exp. as of 4/20/2022	Carryover Funding	Add New Approps.	Total FY 2023 Approps.
Capital Projects	58,274,457	(25,039,452)	33,235,005	12,237,525	45,472,530
Water	16,830,000	(4,937,525)	11,892,475	4,945,000	16,837,475
Sewer	8,427,000	(5,337,864)	3,089,136	5,265,000	8,354,136
Refuse	533,345	-	533,345	-	533,345
Parking	45,000	-	45,000	-	45,000
SWM	9,890,996	(1,580,611)	8,310,385	3,250,000	11,560,385
Special Activities	3,456,141	(879,936)	2,576,205	-	2,576,205
Speed Camera	965,118	(81,601)	883,517	920,000	1,803,517
Total (\$)	98,422,057	(37,856,989)	60,565,068	26,617,525	87,182,593

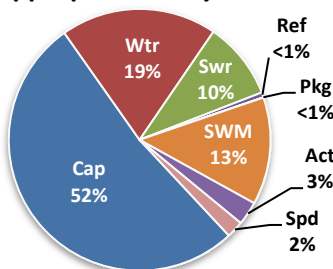
FY 2023 CIP Appropriations Summary by Program Area

Program Area	Prior Year Approps.	Less Exp. as of 4/20/2022	Carryover Funding	Add New Approps.	Total FY 2023 Approps.
Recreation and Parks	10,831,785	(3,774,193)	7,057,592	2,826,025	9,883,617
Transportation	33,160,587	(13,391,591)	19,768,996	8,039,000	27,807,996
SWM	9,990,996	(1,580,611)	8,410,385	3,250,000	11,660,385
Utilities	25,257,000	(10,275,389)	14,981,611	10,210,000	25,191,611
General Government	19,181,689	(8,835,205)	10,346,484	2,292,500	12,638,984
Total (\$)	98,422,057	(37,856,989)	60,565,068	26,617,525	87,182,593

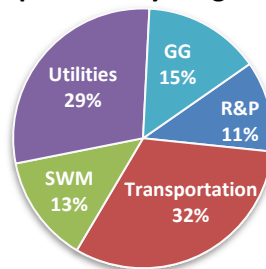
FY 2023 CIP Appropriations Summary by Department

Department	Prior Year Approps.	Less Exp. as of 4/20/2022	Carryover Funding	Add New Approps.	Total FY 2023 Approps.
Information Technology	4,913,220	(2,395,855)	2,517,365	-	2,517,365
Public Works	82,677,052	(31,686,941)	50,990,111	23,791,500	74,781,611
Recreation and Parks	10,831,785	(3,774,193)	7,057,592	2,826,025	9,883,617
Total (\$)	98,422,057	(37,856,989)	60,565,068	26,617,525	87,182,593

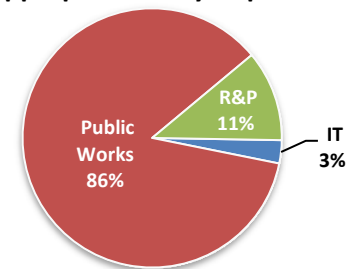
Appropriations by Fund



Appropriations by Program Area



Appropriations by Department

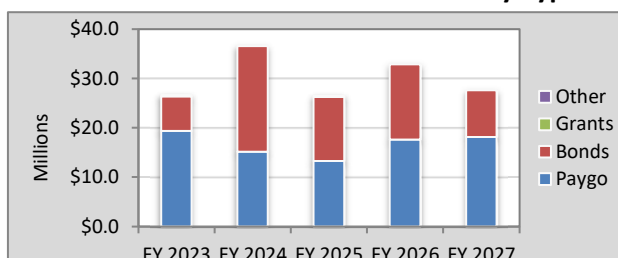




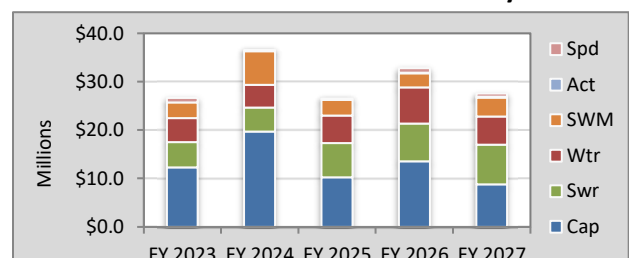
Sources of Funds by Type and Fund

Type / Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo Funding								
Capital Projects Fund	36,127,858	11,987,525	11,375,020	8,760,586	10,142,026	7,818,600	-	86,211,615
Water Fund	1,213,000	1,690,000	400,000	300,000	2,570,000	553,000	2,364,000	9,090,000
Sewer Fund	964,000	1,527,000	749,000	738,000	839,000	4,946,500	-	9,763,500
Parking Fund	45,000	-	-	-	-	-	-	45,000
Stormwater Mgmt.	7,967,996	3,250,000	2,346,000	3,235,000	2,921,000	3,922,000	5,424,000	29,065,996
Special Activities	3,456,141	-	150,000	150,000	150,000	150,000	-	4,056,141
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total Paygo	50,739,113	19,374,525	15,120,020	13,283,586	17,572,026	18,100,100	7,788,000	141,977,370
Bond Proceeds								
Capital Projects Fund	8,000,000	-	8,314,000	1,222,000	3,397,000	911,047	-	21,844,047
Water Fund	12,657,000	3,255,000	4,317,000	5,424,000	4,892,000	5,294,000	4,500,000	40,339,000
Sewer Fund	7,463,000	3,738,000	4,212,000	6,314,000	6,948,000	3,262,500	-	31,937,500
Stormwater Mgmt.	-	-	4,570,000	-	-	-	-	4,570,000
Total Bond Proceeds	28,120,000	6,993,000	21,413,000	12,960,000	15,237,000	9,467,547	4,500,000	98,690,547
Grant Funding								
Capital Projects Fund	7,297,810	250,000	-	-	-	-	-	7,547,810
Water Fund	2,960,000	-	-	-	-	-	-	2,960,000
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Stormwater Mgmt.	350,000	-	-	-	-	-	-	350,000
Total Grants	11,141,155	250,000	-	-	-	-	-	11,391,155
Developer Funding								
Capital Projects Fund	1,581,355	-	-	-	-	-	-	1,581,355
Total Developer	1,581,355	-	-	-	-	-	-	1,581,355
Other Funding Sources								
Capital Projects Fund	5,267,434	-	-	250,000	-	-	-	5,517,434
Stormwater Mgmt.	1,573,000	-	-	-	-	-	-	1,573,000
Total Other	6,840,434	-	-	250,000	-	-	-	7,090,434
All Funding Types								
Capital Projects Fund	58,274,457	12,237,525	19,689,020	10,232,586	13,539,026	8,729,647	-	122,702,261
Water Fund	16,830,000	4,945,000	4,717,000	5,724,000	7,462,000	5,847,000	6,864,000	52,389,000
Sewer Fund	8,427,000	5,265,000	4,961,000	7,052,000	7,787,000	8,209,000	-	41,701,000
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Parking Fund	45,000	-	-	-	-	-	-	45,000
Stormwater Mgmt.	9,890,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,558,996
Special Activities	3,456,141	-	150,000	150,000	150,000	150,000	-	4,056,141
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total All Types (\$)	98,422,057	26,617,525	36,533,020	26,493,586	32,809,026	27,567,647	12,288,000	260,730,861

FY 2023 - FY 2027 Sources of Funds by Type



FY 2023 - FY 2027 Sources of Funds by Fund

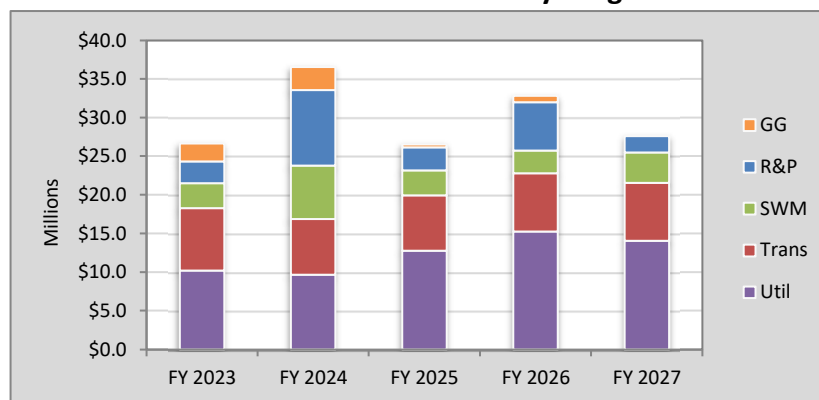




Use of Funds by Program Area and Fund

Program Area / Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
<i>Recreation and Parks Program Area</i>								
Capital Projects Fund	10,831,785	2,826,025	9,757,020	2,987,086	6,275,026	2,105,647	-	34,782,589
Total Rec & Parks	10,831,785	2,826,025	9,757,020	2,987,086	6,275,026	2,105,647	-	34,782,589
<i>Transportation Program Area</i>								
Capital Projects Fund	29,468,253	7,119,000	6,932,000	6,883,000	6,431,000	6,624,000	-	63,457,253
Parking Fund	45,000	-	-	-	-	-	-	45,000
Special Activities	2,682,216	-	150,000	150,000	150,000	150,000	-	3,282,216
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total Transportation	33,160,587	8,039,000	7,182,000	7,133,000	7,531,000	7,484,000	-	70,529,587
<i>Stormwater Management Program Area</i>								
Capital Projects Fund	100,000	-	-	-	-	-	-	100,000
Stormwater Mgmt.	9,890,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,558,996
Total SWM	9,990,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,658,996
<i>Utilities Program Area</i>								
Water Fund	16,830,000	4,945,000	4,717,000	5,724,000	7,462,000	5,847,000	6,864,000	52,389,000
Sewer Fund	8,427,000	5,265,000	4,961,000	7,052,000	7,787,000	8,209,000	-	41,701,000
Total Utilities	25,257,000	10,210,000	9,678,000	12,776,000	15,249,000	14,056,000	6,864,000	94,090,000
<i>General Government Program Area</i>								
Capital Projects Fund	17,874,419	2,292,500	3,000,000	362,500	833,000	-	-	24,362,419
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Special Activities	773,925	-	-	-	-	-	-	773,925
Total General Gov't	19,181,689	2,292,500	3,000,000	362,500	833,000	-	-	25,669,689
<i>All Program Areas</i>								
Capital Projects Fund	58,274,457	12,237,525	19,689,020	10,232,586	13,539,026	8,729,647	-	122,702,261
Water Fund	16,830,000	4,945,000	4,717,000	5,724,000	7,462,000	5,847,000	6,864,000	52,389,000
Sewer Fund	8,427,000	5,265,000	4,961,000	7,052,000	7,787,000	8,209,000	-	41,701,000
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Parking Fund	45,000	-	-	-	-	-	-	45,000
Stormwater Mgmt.	9,890,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,558,996
Special Activities	3,456,141	-	150,000	150,000	150,000	150,000	-	4,056,141
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total All Areas (\$)	98,422,057	26,617,525	36,533,020	26,493,586	32,809,026	27,567,647	12,288,000	260,730,861

FY 2023 - FY 2027 Use of Funds by Program Area

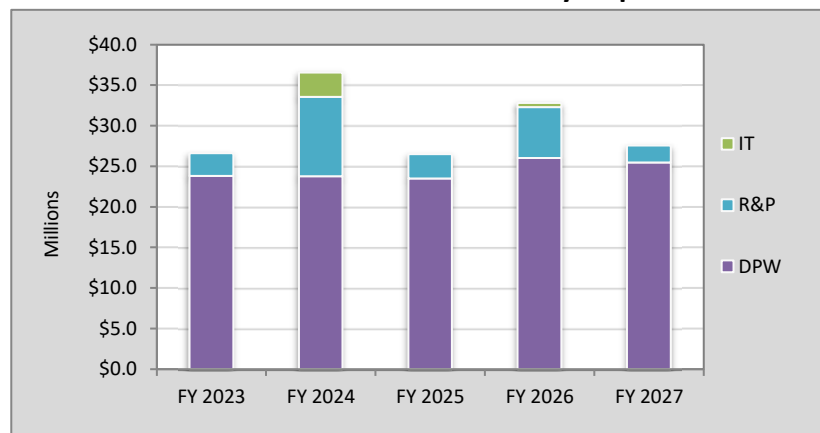




Use of Funds by Department and Fund

Department / Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
<i>Information Technology</i>								
Capital Projects Fund	3,839,295	-	3,000,000	-	508,000	-	-	7,347,295
Water Fund	300,000	-	-	-	-	-	-	300,000
Special Activities	773,925	-	-	-	-	-	-	773,925
Total IT	4,913,220	-	3,000,000	-	508,000	-	-	8,421,220
<i>Public Works</i>								
Capital Projects Fund	43,503,377	9,411,500	6,932,000	7,245,500	6,756,000	6,624,000	-	80,472,377
Water Fund	16,530,000	4,945,000	4,717,000	5,724,000	7,462,000	5,847,000	6,864,000	52,089,000
Sewer Fund	8,427,000	5,265,000	4,961,000	7,052,000	7,787,000	8,209,000	-	41,701,000
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Parking Fund	45,000	-	-	-	-	-	-	45,000
Stormwater Mgmt.	9,890,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,558,996
Special Activities	2,682,216	-	150,000	150,000	150,000	150,000	-	3,282,216
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total Public Works	82,577,052	23,791,500	23,776,000	23,506,500	26,026,000	25,462,000	12,288,000	217,427,052
<i>Recreation and Parks</i>								
Capital Projects Fund	10,931,785	2,826,025	9,757,020	2,987,086	6,275,026	2,105,647	-	34,882,589
Total Rec. and Parks	10,931,785	2,826,025	9,757,020	2,987,086	6,275,026	2,105,647	-	34,882,589
<i>All Departments</i>								
Capital Projects Fund	58,274,457	12,237,525	19,689,020	10,232,586	13,539,026	8,729,647	-	122,702,261
Water Fund	16,830,000	4,945,000	4,717,000	5,724,000	7,462,000	5,847,000	6,864,000	52,389,000
Sewer Fund	8,427,000	5,265,000	4,961,000	7,052,000	7,787,000	8,209,000	-	41,701,000
Refuse Fund	533,345	-	-	-	-	-	-	533,345
Parking Fund	45,000	-	-	-	-	-	-	45,000
Stormwater Mgmt.	9,890,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,558,996
Special Activities	3,456,141	-	150,000	150,000	150,000	150,000	-	4,056,141
Speed Camera	965,118	920,000	100,000	100,000	950,000	710,000	-	3,745,118
Total All Areas (\$)	98,422,057	26,617,525	36,533,020	26,493,586	32,809,026	27,567,647	12,288,000	260,730,861

FY 2023 - FY 2027 Use of Funds by Department





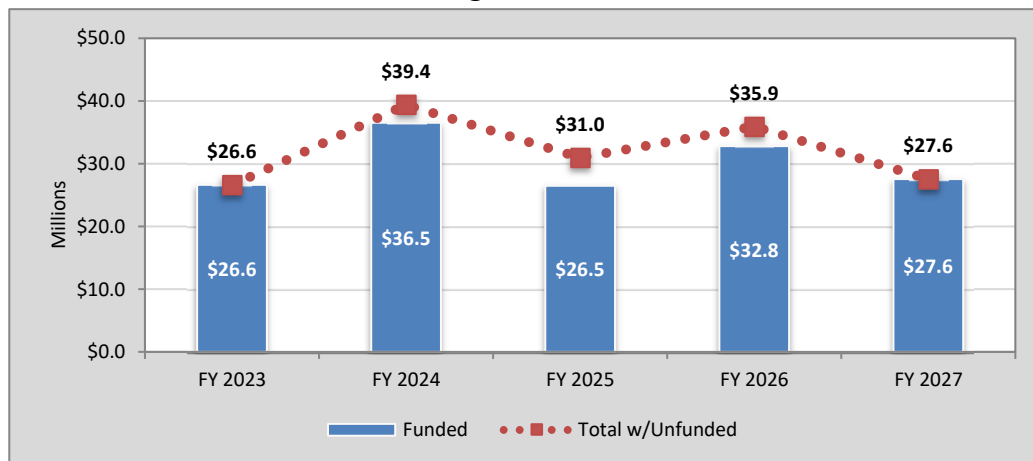
Unfunded Totals by Program Area and Fund

Every year, the city evaluates project funding requests in regards to the priorities and the financial resources of the city. As a result of this evaluation, some projects may receive no funding or receive only a portion of the funding needed to complete the tasks as detailed on the project sheet. Funding for these projects should be considered by the Mayor and Council and City Manager as resources become available and new priorities are established. The table below summarizes the city's total unfunded needs over the five year planning period. It is important to note that for some projects, the unfunded needs shown are not intended to come from city funds, but rather from an outside source. For these projects the anticipated outside funding source is described in the Project Funding section of the individual project sheet.

Program Area / Fund	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
<i>Recreation and Parks Program Area</i>							
Capital Projects Fund	-	200,000	1,481,000	1,121,000	-	-	2,802,000
Total Rec & Parks	-	200,000	1,481,000	1,121,000	-	-	2,802,000
<i>Transportation Program Area</i>							
Capital Projects Fund	-	2,700,000	3,000,000	1,000,000	-	9,450,000	16,150,000
Total Transportation	-	2,700,000	3,000,000	1,000,000	-	9,450,000	16,150,000
<i>Stormwater Management Program Area</i>							
Stormwater Mgmt.	-	-	-	1,000,000	-	-	1,000,000
Total SWM	-	-	-	1,000,000	-	-	1,000,000
<i>All Program Areas</i>							
Capital Projects Fund	-	2,900,000	4,481,000	2,121,000	-	9,450,000	18,952,000
Stormwater Mgmt.	-	-	-	1,000,000	-	-	1,000,000
Total All Areas (\$)	-	2,900,000	4,481,000	3,121,000	-	9,450,000	19,952,000

The graph below shows the total new funding programmed over the five year projection period, along with the total including the unfunded amounts. Unfunded needs may be addressed through one-time transfers from unassigned fund balance, identification of new revenue sources, or bond financing. The city considers the cost and implications of deferring necessary projects when making funding decisions.

FY 2023 - FY 2027 New Funding Schedule with Unfunded, All Funds





How to Read this Section

Program Area Overview Pages

Projects in the CIP are organized into five program areas: Recreation and Parks, Transportation, Stormwater Management, Utilities, and General Government. Each program area contains an overview page followed by individual project sheets for each project that falls within that program area. The program area overview sheet contains the following information:

- 1 A description of the types of projects that fall within that program area
- 2 The long-term goal(s) for projects within the program area
- 3 A listing of any projects within the program area that are new to the current CIP
- 4 A listing of any projects within the program area that have closed since the last adopted CIP
- 5 A graph showing new funding requested over the five-year CIP by source for the program area
- 6 A table showing the total funded and unfunded amounts by year for the program area

Individual Project Sheets

Each project is presented on a separate sheet in alphabetical order within each program area. Each project sheet contains the following information:

- A A photo or map depicting the project or its location
- B A brief description of the project
- C An explanation of any significant changes to the project since the prior adopted CIP
- D Calculation of the current year appropriation
- E Alignment of the project with Mayor and Council Critical Success Factors, city policies, legal mandates, and/or adopted plans
- F Anticipated project outcome
- G A table showing project cost and timeline, with explanation of any changes
- H A table showing both funded and unfunded amounts by year and by funding source, with explanation of any unfunded amounts or outside funding
- I A table showing any ongoing operating cost impact by year and by fund, with explanation of impacts
- J Project manager's contact info and any project notes

City of Rockville, Maryland
FY 2023 Adopted Budget

Transportation Program Area Overview

Description: The projects in the Transportation Program Area focus on providing sustainable city streets, bridges, sidewalks, streetlights, traffic signals, and pedestrian and bicycle amenities in accordance with County, State, and federal standards; city transportation plans and policies; and the Vision Zero and Climate Action Plans.

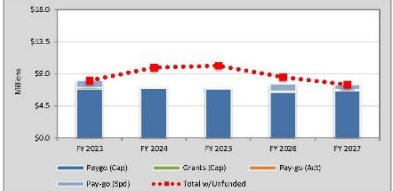
Goal: To provide a safe, complete, efficient, and ADA compliant multimodal transportation system.

New project(s) for FY 2023:
Scott-Drive Shared-Use Path (TA23)

Project(s) closed for FY 2023:
Pedestrian Bridge - WMATA Rockville Station (TA19)
Traffic Signal Upgrades (TG21)



FY 2023 - FY 2027 New Funding Schedule



Transportation Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	35,160,587	8,039,000	7,182,000	7,333,000	7,531,000	7,484,000	-	70,329,587
Unfunded	-	-	2,700,000	3,020,000	2,020,000	-	9,450,000	16,150,000
Total with Unfunded (\$)	35,160,587	8,039,000	9,882,000	10,353,000	9,551,000	7,484,000	9,450,000	86,679,587

City of Rockville, Maryland
FY 2023 Adopted Budget

LED Streetlight Conversion (TA22)

Description: This project provides for the replacement of all remaining city-owned and maintained high pressure sodium (HPS) streetlights (approximately 3,200) with more energy efficient, high emitting diode (LED) luminaires. Conversion of city streetlights to LED is action M-02 of the energy efficiency category of the city's Climate Action Plan.

Changes from Previous Year: None.

Current Project Appropriations

	Prior Appropriations	Less Expended as of 4/23/22:	New Funding:	Total FY 2023 Appropriations:
	-	-	1,000,000	1,000,000

Critical Success Factor: Safe and Livable Neighborhoods and Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; Vision Zero Action Plan

Anticipated Project Outcome: Safer streets and smarter, more energy efficient lighting.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost		% Change
	Original	Current	Original	Current	Original	Current	
Planning / Design	-	-	-	-	-	-	-
Construction	FY 2023	FY 2023	FY 2023	FY 2023	1,000,000	1,000,000	-
Other	-	-	-	-	-	-	-
Project Total (\$)					1,000,000	1,000,000	

Project Funding: This project is partially funded. Current funding covers replacement of approximately 2,000 non-decorative HPS fixtures. The unfunded portion of this project covers the remaining 1,200 decorative fixtures.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	750,000	-	-	-	-	-	750,000
Grants (Cap)	-	250,000	-	-	-	-	-	250,000
Total Funded (\$)	-	1,000,000	-	-	-	-	-	1,000,000
Unfunded (Cap)	-	-	1,100,000	1,100,000	-	-	-	2,200,000
Total w/Unfunded (\$)	-	1,000,000	1,100,000	1,100,000	-	-	-	3,200,000

Operating Cost Impact: Operating cost reduction in streetlight electricity is anticipated starting in FY 2024. Additional savings estimated at a total of \$60,000 per year would result from funding the unfunded portion of this project.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	(170,000)	-	-	-	-	(170,000)

Project Manager: Andrew Luckemeier, Principal Transportation Engineer, 240-314-8524.

Notes: This project first appeared in the FY 2022 CIP. Conversions would begin in FY 2023, coinciding with the city's Climate Action Plan, and would include the replacement of approximately 2,000 non-decorative HPS fixtures with LED. The city anticipates receiving rebates through the EmPower Maryland incentive program.



Summary of CIP Projects

All projects in the current CIP are listed in the following table by program area. There are a total of 60 projects in the CIP, 47 of which have carryover and/or new FY 2023 appropriations. This table shows the total project funding. For a breakdown of funding by source for any particular project, please see the individual project sheet.

Program Area / Project Title	Unit	Prior Spent	FY 2023 Appropriations			FY 2024 - Future	Funded Total	Unfunded Total
			Prior Carryover	FY 2023 New	Total			
Recreation and Parks								
Asphalt/Concrete Improvements: FY21-FY25	RA21	812,673	32,327	530,000	562,327	2,125,000	3,500,000	-
Civic Center Park ADA Sidewalk	RA23 *	-	100,000	-	100,000	285,000	385,000	-
David Scull Park Improvements	RA19	-	-	-	-	544,700	544,700	-
Dogwood Park Renovation	RD16	971,122	261,678	-	261,678	-	1,232,800	-
F. Scott Fitzgerald Theatre ADA Improvements	RA20	-	-	-	-	1,280,000	1,280,000	-
Isreal Park Shelter Replacement	RA17	66,466	382,952	-	382,952	-	449,418	-
King Farm Farmstead - Electric Infrastructure	RB23 *	-	450,000	-	450,000	-	450,000	-
King Farm Farmstead Fire Suppression	RB21	61,830	1,313,170	-	1,313,170	-	1,375,000	-
King Farm Farmstead Garage, Tenant Bldgs	RC23 *	-	-	-	-	-	-	1,402,000
King Farm Farmstead – Horse Barn	RA18	55,356	-	-	-	3,732,000	3,787,356	-
Lincoln Park Community Center Improvements	RA22	-	250,000	750,000	1,000,000	-	1,000,000	-
Outdoor Recreation Pool Renovations	RC18	-	1,268,000	-	1,268,000	7,886,000	9,154,000	-
Pedestrian Bridge Replacement: Horizon Hill Park	RB22	-	-	-	-	506,600	506,600	-
Pedestrian Bridge Replacement: Woottons Mill Park	RD23 *	-	-	-	-	506,600	506,600	-
Pervious Parking Lot Replacement: Fallsgrove Park	RB19	53,196	771,804	-	771,804	-	825,000	-
Playground Structure Replacement: FY21-FY25	RC21	164,309	213,261	173,250	386,511	834,707	1,385,527	-
Promenade Park Elevator and Park Redesign	RD21	40,231	457,391	-	457,391	-	497,622	1,400,000
RedGate Park Master Plan Implementation	RE23 *	-	-	-	-	-	-	-
Roofing Improvements: FY21-FY25	RE21	319,193	900,826	1,372,775	2,273,601	3,424,172	6,016,966	-
Senior Center ADA Improvements	RE18	1,225,727	160,273	-	160,273	-	1,386,000	-
Splash Pad	RF21	4,090	495,910	-	495,910	-	500,000	-
Transportation								
Asphalt Repair & Replacement: FY21-FY25	TA21	5,138,693	1,759,307	3,646,000	5,405,307	15,862,000	26,406,000	-
Bridge Rehabilitation: FY21-FY25	TB21	25,648	49,352	190,000	239,352	2,970,000	3,235,000	-
Concrete Repair & Replacement: FY21-FY25	TC21	3,304,105	592,895	2,183,000	2,775,895	9,498,000	15,578,000	-
Hurley Avenue Bridge Replacement	TE16	40,533	1,132,477	620,000	1,752,477	-	1,793,010	-
LED Streetlight Conversion	TA22	-	-	1,000,000	1,000,000	-	1,000,000	2,200,000
Maryland Dawson Extended	5C11	482,456	4,394,878	-	4,394,878	-	4,877,334	9,450,000
Pedestrian and Bicycle Safety: FY21-FY25	TD21	18,156	866,701	200,000	1,066,701	200,000	1,284,857	-
Rockville Intermodal Access - Baltimore Road	8A11	4,286,899	3,921,486	-	3,921,486	-	8,208,385	-
Scott-Veirs Drive Shared-Use Path	TA23 *	-	-	-	-	-	-	1,250,000
Sidewalks: FY21-FY25	TE21	-	2,343,094	200,000	2,543,094	800,000	3,343,094	-
Stonestreet Corridor Improvements	TA20	-	1,180,000	-	1,180,000	-	1,180,000	2,850,000
Town Center Road Diet	TB22	81,601	894,399	-	894,399	-	976,000	-
Traffic Signal at E. Middle Lane/Helen Heneghan Way	TF21	-	-	-	-	-	-	400,000
Twinbrook Pedestrian/Bicycle Bridge	TC22	-	400,000	-	400,000	-	400,000	-
West End Park Noise Barrier	3A81	13,500	2,234,407	-	2,234,407	-	2,247,907	-

* Projects are new to the FY 2023 book.



Summary of CIP Projects (continued)

Program Area / Project Title	Unit	Prior Spent	FY 2023 Appropriations			FY 2024 - Future	Funded Total	Unfunded Total
			Prior Carryover	FY 2023 New	Total			
Stormwater Management								
Flood Resiliency Master Plan	SA23 *	-	-	1,500,000	1,500,000	-	1,500,000	1,000,000
Storm Drain Analysis and Spot Repair: Potomac Woods	SB23 *	-	-	200,000	200,000	1,835,000	2,035,000	-
Storm Drain Rehab & Improvement: FY21-FY25	SA21	54,510	1,363,769	-	1,363,769	4,236,000	5,654,279	-
Stream Restoration: Anderson Park/Plymouth Woods HOA	SA18	327,955	3,914,045	-	3,914,045	-	4,242,000	-
Stream Restoration: Croydon Creek/Calvin Park Tributary	SB16	437,664	168,336	-	168,336	4,570,000	5,176,000	-
Stream Restoration Spot Repairs: FY21-FY25	SB21	277,141	119,859	450,000	569,859	1,450,000	2,297,000	-
Stream Restoration: Watts Branch – Lower Stream	SA19	-	-	-	-	5,927,000	5,927,000	-
SWM Facilities Improvement: FY21-FY25	SC21	483,341	2,844,376	1,100,000	3,944,376	4,400,000	8,827,717	-
Utilities								
Blue Plains Wastewater Treatment: FY21-FY25	UA21	5,110,731	2,352,269	3,738,000	6,090,269	23,999,000	35,200,000	-
SCADA Cybersecurity	UA23 *	-	300,000	-	300,000	-	300,000	-
SCADA Improvements	UE16	-	-	-	-	923,000	923,000	-
Sewer Rehab & Improvement: FY21-FY25	UC21	227,133	736,867	1,527,000	2,263,867	4,010,000	6,501,000	-
Water Main Rehab & Improvement: FY21-FY25	UD21	2,322,920	1,148,080	3,255,000	4,403,080	14,607,000	21,333,000	-
Water Meter Replacement and AMI Implementation	UB21	52,237	1,358,763	-	1,358,763	9,820,000	11,231,000	-
Water Treatment Plant Clarifier Improvements	UD16	-	-	-	-	2,464,000	2,464,000	-
Water Treatment Plant Electrical, Roof, and HVAC Upgrades	UA17	2,305,095	8,377,905	-	8,377,905	-	10,683,000	-
Water Treatment Plant Safety Improvements	UB19	257,273	707,727	1,590,000	2,297,727	-	2,555,000	-
Water Treatment Plant Sludge Dewatering Replacement	UB23 *	-	-	100,000	100,000	2,800,000	2,900,000	-
General Government								
Core Financial, HR, & Procurement ERP	GA21	-	2,073,295	-	2,073,295	-	2,073,295	-
Data Center and Disaster Recovery Infrastructure Replacement	GB21	-	-	-	-	3,508,000	3,508,000	-
Electric Vehicle Infrastructure	GA23 *	-	-	792,500	792,500	687,500	1,480,000	-
Gude Yard Recycle Transfer Enclosure	GC19	-	533,345	-	533,345	-	533,345	-
I-Net Security Enhancements	GA18	2,395,855	144,070	-	144,070	-	2,539,925	-
Maintenance and Emergency Operations Facility Improvements	GD19	6,439,350	7,595,774	1,500,000	9,095,774	-	15,535,124	-
Total All Program Areas (\$)		37,856,989	60,565,068	26,617,525	87,182,593	135,691,279	260,730,861	19,952,000

* Projects are new to the FY 2023 book.



Projects Closed for FY 2023

Each year the Mayor and Council formally authorize staff via adopted resolution to close completed CIP projects as of the end of the fiscal year. The projects shown below were closed as of June 30, 2022, and are not included in the FY 2023 CIP. Any unspent appropriations from the closed projects will be returned to the fund from which the appropriations were made, unless the project was funded from an outside source.

Program Area / Project Title	Fiscal Year Opened	Fund	Original Budget	Final Budget	Estimated Actual	Estimated Unspent*
<i>Recreation and Parks</i>						
Skate Park (RJ16)	2016	Cap	190,500	1,833,740	1,815,740	18,000
<i>Transportation</i>						
Pedestrian and Bicycle Safety: FY16-FY20 (4B71)**	2004	Cap	749,000	2,244,847	2,244,847	-
		Act	-	409,134	409,134	-
		Spd	-	785,144	785,144	-
Pedestrian Bridge - WMATA Rockville Station (TA19)	2019	Spd	245,000	505,000	505,000	-
Sidewalks: FY16-FY20 (TF16)**	2016	Cap	275,000	135,834	135,834	-
		Act	725,000	1,707,720	1,707,720	-
Traffic Signal Upgrades (TG21)	2021	Cap	465,000	245,000	243,309	1,691
<i>Utilities</i>						
Water Treatment Plant Filter Media Replacement (UB18)	2018	Wtr	300,000	-	-	-
Water Treatment Plant Raw Water Infrastructure Protection (UA19)	2019	Wtr	360,000	360,000	360,000	-
<i>General Government***</i>						
Electronic Plan Submission and Review Software (GA19)	2019	Cap	347,600	503,600	153,600	350,000
Enterprise Resource Planning System (2B01)	2012	Cap	1,500,000	1,301,705	801,705	500,000
Financial System Upgrade (GC21)	2021	Cap	500,000	500,000	-	500,000

* Estimated unspent as of 4/20/2022.

**These projects are considered routine capital maintenance projects and are budgeted in five year increments.

***The projects closing in the General Government Program Area reflect a shift in direction to focus on the city's core ERP modules. The estimated unspent amounts shown have been factored in to support the FY 2023-FY 2027 CIP.



Recreation and Parks Program Area Overview

Description: The projects in the Recreation and Parks Program Area focus on acquiring, maintaining, and improving the quality, attractiveness, infrastructure, and usability of the city's parks, open spaces, forest areas, and rights-of-way, as well as constructing and maintaining all of the city's recreation facilities.

Goal: To provide safe, modern, and well maintained parks and facilities in which Rockville residents and visitors can enjoy the city's diverse, interesting, and high quality recreation and leisure opportunities.

New project(s) for FY 2023:

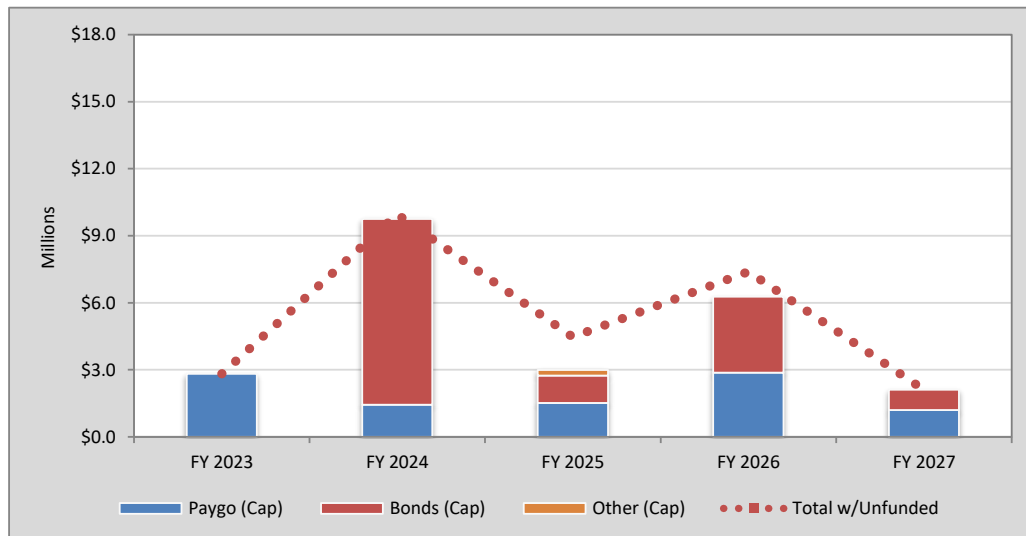
- Civic Center Park Sidewalk Improvements (RA23)
- King Farm Farmstead - Electric Infrastructure (RB23)
- King Farm Farmstead - Garage #2 and Tenant Buildings #6 and #7 (RC23)
- Pedestrian Bridge Replacement: Woottons Mill Park (RD23)
- RedGate Park Master Plan Implementation (RE23)

Project(s) closed for FY 2023:

- Skate Park (RJ16)



FY 2023 - FY 2027 New Funding Schedule



Recreation and Parks Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	10,831,785	2,826,025	9,757,020	2,987,086	6,275,026	2,105,647	-	34,782,589
Unfunded	-	-	200,000	1,481,000	1,121,000	-	-	2,802,000
Total with Unfunded (\$)	10,831,785	2,826,025	9,957,020	4,468,086	7,396,026	2,105,647	-	37,584,589



Asphalt/Concrete Improvements: FY21-FY25 (RA21)



Description: This project funds improvements to the infrastructure of the city's parks and buildings, including roadways, sidewalks, pathways, parking lots, retaining walls, plazas, drains, culverts, curbs and gutters, railings, fences, light fixtures, bollards, line striping, and related ADA compliance repairs and renovations. Projects are identified in a five year plan that is updated annually.

Changes from Previous Year: Costs have increased due to inflationary increases, and path systems within several neighborhoods such as Rose Hill Falls, Rose Hill, Falls Grove, and King Farm were added due to being in need of repair or replacement.

Current Project Appropriations

Prior Appropriations:	845,000
Less Expended as of 4/20/22:	812,673
Total Carryover:	32,327
New Funding:	530,000
Total FY 2023 Appropriations:	562,327

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2016 ADA Transition Plan; 2020 Recreation & Parks Strategic Plan; Vision Zero

Anticipated Project Outcome: Infrastructure and safety improvements to the asphalt and concrete within and around city parks and buildings.

Project Timeline and Total Cost by Type: Total project cost increased due to inflationary increases and to address needed repairs for path systems within several neighborhoods such as Rose Hill Falls, Rose Hill, Falls Grove, and King Farm.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	52,500	65,000	12,500	24%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	2,177,500	2,370,000	192,500	9%
Other (inspections)	FY 2021	FY 2021	FY 2025	FY 2025	25,000	15,000	(10,000)	-40%
Project Total (\$):					2,255,000	2,450,000	195,000	9%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	845,000	530,000	545,000	530,000	540,000	510,000	-	3,500,000
Total Funded (\$)	845,000	530,000	545,000	530,000	540,000	510,000	-	3,500,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	845,000	530,000	545,000	530,000	540,000	510,000	-	3,500,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Mauricio Daza, Parks and Facilities Development Coordinator, 240-314-8608.

Notes: FY 2023 work includes repairs and modifications at multiple city locations and facilities as prioritized based on current conditions. Budget based on cost estimates for specific asphalt/concrete improvements as identified and prioritized in a five year plan that is updated annually.



Civic Center Park Sidewalk Improvements (RA23)



Description: This project funds the design and construction of a sidewalk from Edmonston Drive to connect to the existing sidewalk to the F. Scott Fitzgerald Theatre and Glenview Mansion.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	100,000
Less Expended as of 4/20/22:	-
Total Carryover:	100,000
New Funding:	-
Total FY 2023 Appropriations:	100,000

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; Comprehensive Plan; Vision Zero

Anticipated Project Outcome: Provide a pedestrian sidewalk from Edmonston Drive to connect to the sidewalk to the F. Scott Fitzgerald Theatre and Glenview Mansion.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2023	FY 2023	FY 2023	FY 2023	100,000	100,000	-	-
Construction	FY 2024	FY 2024	FY 2024	FY 2024	285,000	285,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					385,000	385,000	-	-

Project Funding: This project is fully funded and includes \$100,000 in ARPA funds

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Bonds (Cap)	-	-	285,000	-	-	-	-	285,000
Grants (Cap)	100,000	-	-	-	-	-	-	100,000
Total Funded (\$)	100,000	-	285,000	-	-	-	-	385,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	100,000	-	285,000	-	-	-	-	385,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Paige Janzen, Superintendent of Community Facilities, 240-314-8661.

Notes: This project was created during FY 2022 through a budget amendment.



David Scull Park Improvements (RA19)



Description: This project funds improvements to David Scull Park based on recommendations from the 2015 Southlawn Industrial Area Study and responds to implementation items in the 2007 Lincoln Park Neighborhood Plan, 2004 East Rockville Neighborhood Plan, and the Comprehensive Plan. Design will provide a more appropriate transition between the Southlawn industrial area and adjacent residential neighborhoods with the park as the featured access point.

Changes from Previous Year: Project has changed from unfunded to fully funded.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2015 Southlawn Industrial Area Study; 2007 Lincoln Park Neighborhood Plan; 2004 East Rockville Neighborhood Plan; Comprehensive Plan; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: Providing the David Scull and Maryvale neighborhoods with an improved park that serves as a gateway to each community.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2025	FY 2025	FY 2025	FY 2025	100,000	100,000	-	-
Construction	FY 2026	FY 2026	FY 2026	FY 2026	444,700	444,700	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					544,700	544,700	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	100,000	444,700	-	-	544,700
Total Funded (\$)	-	-	-	100,000	444,700	-	-	544,700
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	100,000	444,700	-	-	544,700

Operating Cost Impact: Specific ongoing operating cost impacts will be determined during the design phase.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Charles Reed, Parks Maintenance Manager, 240-314-8711.

Notes: This project first appeared in the FY 2019 CIP.



Dogwood Park Renovation (RD16)



Description: This project funds construction of a new pavilion, benches, covered dugouts, and grills; repairs to press boxes; installation of a hood for one backstop; extended fencing; installation of concrete pads for picnic tables; player benches in dugouts; snack bar improvements; sports lighting replacement; ADA accessibility improvements; and a family/gender neutral restroom.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	1,232,800
Less Expended as of 4/20/22:	971,122
Total Carryover:	261,678
New Funding:	-
Total FY 2023 Appropriations:	261,678

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Plan

Anticipated Project Outcome: Improved park and facility amenities.

Project Timeline and Total Cost by Type: The sports lighting replacement component of this project was originally unfunded. Project cost increased to address field erosion, provide additional light replacement contingency, and to construct a family/gender neutral restroom.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2019	FY 2019	FY 2021	5,000	31,986	26,986	540%
Construction	FY 2019	FY 2019	FY 2021	FY 2023	521,800	1,200,814	679,014	130%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					526,800	1,232,800	706,000	134%

Project Funding: This project is fully funded. The city received the \$40,000 donation from the Rockville Baseball Association (RBBA) toward this project.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	879,800	-	-	-	-	-	-	879,800
Grants (Cap)	313,000	-	-	-	-	-	-	313,000
RBBA Contrib. (Other-Cap)	40,000	-	-	-	-	-	-	40,000
Total Funded (\$)	1,232,800	-	-	-	-	-	-	1,232,800
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,232,800	-	-	-	-	-	-	1,232,800

Operating Cost Impact: Electricity savings resulting from installation of more energy efficient sports lighting.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	(3,400)	-	-	-	-	-	(3,400)

Project Manager: Jason Bible, Parks Maintenance Manager, 240-314-8703.

Notes: This project first appeared in the FY 2016 CIP. FY 2023 work includes construction of gender-neutral, ADA compliant restrooms and project close out.



F. Scott Fitzgerald Theatre ADA Improvements (RA20)



Description: The project funds ADA improvements within the F. Scott Fitzgerald Theatre and Social Hall. Areas of work include the lobby, auditorium, backstage areas, family/gender neutral restrooms, concession stand and kitchenette, box office, hallways and corridors, as well as audio system improvements.

Changes from Previous Year: Additional funding was added as a result of being awarded a state bond bill.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2016 ADA Transition Plan; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: An ADA compliant facility with expanded access for the community.

Project Timeline and Total Cost by Type: Contingency funding was increased for ADA improvements and additional funding was added as a result of being awarded a state bond bill.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2024	FY 2024	FY 2024	FY 2024	85,000	143,000	58,000	68%
Construction	FY 2025	FY 2025	FY 2025	FY 2025	795,000	1,137,000	342,000	43%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					880,000	1,280,000	400,000	45%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Bonds (Cap)	-	-	143,000	887,000	-	-	-	1,030,000
State Bond Bill (Other-Cap)	-	-	-	250,000	-	-	-	250,000
Total Funded (\$)	-	-	143,000	1,137,000	-	-	-	1,280,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	143,000	1,137,000	-	-	-	1,280,000

Operating Cost Impact: The facility will close for construction and there will be a one-time OCI decrease in revenue during that time; the amount will be determined during the design phase of the project. Ongoing funding of \$2,500 is required for inspections and maintenance for the audio system, including the assistive listening devices.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	2,500	-	-	2,500

Project Manager: Paige Janzen, Superintendent of Community Facilities, 240-314-8661.

Notes: This project first appeared in the FY 2020 CIP.



Isreal Park Shelter Replacement (RA17)



Description: This project funds the design and replacement of the Isreal Park shelter which is more than 50 years old. The improvements include construction of a new shelter, ADA compliant family/gender neutral restrooms, storage area, a covered picnic area, and additional walking paths linking park elements. This site is used for summer programs, rentals, and community gatherings.

Changes from Previous Year: Estimated construction completion has been delayed due to a lack of available labor and materials.

Current Project Appropriations

Prior Appropriations:	449,418
Less Expended as of 4/20/22:	66,466
Total Carryover:	382,952
New Funding:	-
Total FY 2023 Appropriations:	382,952

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Plan

Anticipated Project Outcome: An updated and ADA compliant structure that enhances service to the community.

Project Timeline and Total Cost by Type: Project received funding earlier than originally programmed. Project total increased due to the addition of ADA accessible routes linking park elements, updated cost estimates, and the addition of contingency funding. Construction completion has been delayed due to a lack of available labor and materials.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2019	FY 2022	FY 2019	30,000	75,418	45,418	151%
Construction	FY 2023	FY 2019	FY 2023	FY 2023	270,000	374,000	104,000	39%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					300,000	449,418	149,418	50%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	449,418	-	-	-	-	-	-	449,418
Total Funded (\$)	449,418	-	-	-	-	-	-	449,418
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	449,418	-	-	-	-	-	-	449,418

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Steve Mader, Superintendent of Parks and Facilities, 240-314-8702

Notes: This project first appeared in the FY 2017 CIP. FY 2023 work includes construction completion and project close out.



King Farm Farmstead - Electric Infrastructure (RB23)



Description: This project funds the design and construction of electric infrastructure services from Pepco into the Dairy Barns and Farmstead House. The remaining buildings will have electric infrastructure brought to within 10 feet of each building. The electric infrastructure for these buildings will be in preparation for a future use of the buildings.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	450,000
Less Expended as of 4/20/22:	-
Total Carryover:	450,000
New Funding:	-
Total FY 2023 Appropriations:	450,000

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2014 King Farm Farmstead Property Condition Assessment Report; 2020 Recreation and Parks Strategic Plan; Comprehensive Plan

Anticipated Project Outcome: Provide electric infrastructure within the park.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2022	FY 2023	FY 2023	50,000	50,000	-	-
Construction	FY 2023	FY 2023	FY 2024	FY 2024	400,000	400,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					450,000	450,000	-	-

Project Funding: This project is fully funded with ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Grants (Cap)	450,000	-	-	-	-	-	-	450,000
Total Funded (\$)	450,000	-	-	-	-	-	-	450,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	450,000	-	-	-	-	-	-	450,000

Operating Cost Impact: Cost of electric and annual inspections.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	2,500	-	-	-	-	2,500

Project Manager: Christine Henry, Deputy Director of Recreation and Parks, 240-314-8603.

Notes: This project was added via budget amendment during FY 2022. FY 2023 work includes design completion, permit approval, and procurement of construction.



King Farm Farmstead Fire Suppression (RB21)



Description: This project funds the design and installation of water and sewer infrastructure service from the Washington Suburban Sanitary Commission (WSSC) just outside of the buildings and within the Dairy Barns and Farmstead House for the purpose of a fire suppression system, as well as design and installation of a fire sprinkler system in the Dairy Barns and Farmstead House.

Changes from Previous Year: Funding to include the construction of the sewer infrastructure was added during FY 2022 utilizing ARPA funds.

Current Project Appropriations

Prior Appropriations:	1,375,000
Less Expended as of 4/20/22:	61,830
Total Carryover:	1,313,170
New Funding:	-
Total FY 2023 Appropriations:	1,313,170

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2014 King Farm Farmstead Property Condition Assessment Report; 2020 Recreation and Parks Strategic Plan; Comprehensive Plan

Anticipated Project Outcome: Installation of water and sewer infrastructure to the buildings on the property and protection of the King Farm Farmstead Dairy Barns and Farmstead House from fire damage.

Project Timeline and Total Cost by Type: Project total increased to fund construction of sewer utility lines.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2021	FY 2021	94,250	94,250	-	-
Construction	FY 2021	FY 2021	FY 2022	FY 2023	555,750	1,280,750	725,000	130%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					650,000	1,375,000	725,000	112%

Project Funding: This project is fully funded and includes \$650,000 in ARPA funds.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	725,000	-	-	-	-	-	-	725,000
Grants (Cap)	650,000	-	-	-	-	-	-	650,000
Total Funded (\$)	1,375,000	-	-	-	-	-	-	1,375,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,375,000	-	-	-	-	-	-	1,375,000

Operating Cost Impact: Cost of water, sewer, and annual fire suppression inspections.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	2,000	1,500	-	-	-	-	-	3,500

Project Manager: Mauricio Daza, Parks and Facilities Development Coordinator, 240-314-8608.

Notes: This project first appeared in the FY 2021 CIP. The construction of the sewer infrastructure was added via budget amendment during FY 2022. FY 2023 work includes construction completion and project close out.



King Farm Farmstead - Garage #2 and Tenant Buildings #6 and #7 (RC23)



Description: This project funds the design and construction to stabilize and rehabilitate the garage (#2) and tenant buildings (#6 and #7) at the King Farm Farmstead Park. This project will create a weathertight building shell, but the buildings will not be ready for occupancy nor will they be fit out for any specific use.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2014 King Farm Farmstead Property Condition Assessment Report

Anticipated Project Outcome: Rebuilt weathertight structures (buildings #2, #6, and #7).

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					-	-	-	-

Project Funding: This project is completely unfunded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	-	-	-	-	-
Total Funded (\$)	-	-	-	-	-	-	-	-
Unfunded (Cap)	-	-	-	281,000	1,121,000	-	-	1,402,000
Total w/Unfunded (\$)	-	-	-	281,000	1,121,000	-	-	1,402,000

Operating Cost Impact: The operating cost impacts will be determined during the design phase, but will likely include inspection fees and utility costs.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Christine Henry, Deputy Director of Recreation and Parks, 240-314-8603.

Notes: This is a new project for FY 2023.



King Farm Farmstead – Horse Barn (RA18)



Description: This project funds temporary shoring followed by the demolition and replacement of the horse barn. This project includes salvaging historic material for reuse, demolition of existing structure and foundation, and reconstruction to maintain the overall character. This project will create a weathertight building shell, but it will not be ready for occupancy nor will it be fit out for any specific use.

Changes from Previous Year: Design funding was moved out one year from FY 2024 to FY 2025 and construction funding was advanced from future years to FY 2026. Additional funding was added to design and construction per updated cost estimates due to inflationary increases.

Current Project Appropriations

Prior Appropriations:	55,356
Less Expended as of 4/20/22:	55,356
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2014 King Farm Farmstead Property Condition Assessment Report; 2020 Recreation & Parks Strategic Plan; Comprehensive Plan

Anticipated Project Outcome: A rebuilt weathertight structure (building #5).

Project Timeline and Total Cost by Type: Project total increased due to escalation of design and construction costs since the project was originally proposed within the 2014 King Farm Farmstead Property Condition Assessment Report. Original funding and timeline was for temporary shoring, while current timeline includes demolition and replacement of existing structure.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2025	FY 2025	FY 2025	FY 2025	227,000	390,356	163,356	72%
Construction	FY 2019	FY 2019	FY 2020	FY 2027	2,538,000	3,397,000	859,000	34%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,765,000	3,787,356	1,022,356	37%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	55,356	-	-	-	-	-	-	55,356
Bonds (Cap)	-	-	-	335,000	3,397,000	-	-	3,732,000
Total Funded (\$)	55,356	-	-	335,000	3,397,000	-	-	3,787,356
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	55,356	-	-	335,000	3,397,000	-	-	3,787,356

Operating Cost Impact: The operating cost impacts will be determined during the design phase, but will likely include inspection fees and utility costs.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Christine Henry, Deputy Director of Recreation and Parks, 240-314-8603.

Notes: This project first appeared in the FY 2018 CIP.



Lincoln Park Community Center Improvements (RA22)



Description: This project funds the renovation, including design and construction, of a portion of the Lincoln Park Community Center. This work will reconfigure space from offices to program space for activities such as out-of-school time programs, community gatherings, and classes. Design will include community input to ensure community priorities are met.

Changes from Previous Year: Funding added in FY 2023 to extend the renovation and reconfiguration areas.

Current Project Appropriations

Prior Appropriations:	250,000
Less Expended as of 4/20/22:	-
Total Carryover:	250,000
New Funding:	750,000
Total FY 2023 Appropriations:	1,000,000

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Report

Anticipated Project Outcome: Improved programmable space and ADA improvements within the community center.

Project Timeline and Total Cost by Type: Funding added to project in FY 2023 for design and construction of additional square footage within the center.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2022	FY 2022	FY 2023	15,000	115,000	100,000	667%
Construction	FY 2022	FY 2022	FY 2023	FY 2024	235,000	825,000	590,000	251%
Other	FY 2023	FY 2023	FY 2023	FY 2024	-	60,000	60,000	-
Project Total (\$):					250,000	1,000,000	750,000	300%

Project Funding: This project is fully funded. The city was awarded State bond bill funding for a portion of this project.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	750,000	-	-	-	-	-	750,000
State Bond Bill (Other-Cap)	250,000	-	-	-	-	-	-	250,000
Total Funded (\$)	250,000	750,000	-	-	-	-	-	1,000,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	250,000	750,000	-	-	-	-	-	1,000,000

Operating Cost Impact: This project will add ongoing revenues and expenditures related to programming of the renovated space. Amounts will be determined during the design process and will depend on programming type.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Yvette Yeboah Schools, Community Center Supervisor, 240-314-8783.

Notes: This project first appeared in the FY 2022 CIP. FY 2023 work includes completion of design and procurement of construction services. In accordance with the "Incorporation of Works of Art in Public Architecture" ordinance, the General Fund will contribute \$8,250 to the Art in Public Architecture program in FY 2023.



Outdoor Recreation Pool Renovations (RC18)



Description: This project funds major renovations and improvements to the outdoor recreation pool, tot pool, sprayground, outdoor pool filter room, overhead pool lights, and surrounding deck areas. Funding includes replacing the existing water slide tower and flume, built in 1989, as the structures are at the end of their lifecycle and will soon be unsafe.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	1,268,000
Less Expended as of 4/20/22:	-
Total Carryover:	1,268,000
New Funding:	-
Total FY 2023 Appropriations:	1,268,000

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Plan; Montgomery County Manual on Swimming Pool Construction; 2015 Aquatic Facility Audit and Recommendations for Enhancements

Anticipated Project Outcome: An updated and safe recreation facility that meets the needs of users.

Project Timeline and Total Cost by Type: Project timeline shifted to allow for completion of the indoor locker room renovation prior to the start of this project. Construction funding increased to add an escalation factor and additional construction contingency. Conceptual design was delayed due to the COVID-19 pandemic.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2021	FY 2020	FY 2023	859,000	1,061,000	202,000	24%
Construction	FY 2019	FY 2024	FY 2020	FY 2025	5,560,000	7,896,000	2,336,000	42%
Other (contract mgmt.)	FY 2020	FY 2024	FY 2021	FY 2025	140,000	197,000	57,000	41%
Project Total (\$):					6,559,000	9,154,000	2,595,000	40%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,268,000	-	-	-	-	-	-	1,268,000
Bonds (Cap)	-	-	7,886,000	-	-	-	-	7,886,000
Total Funded (\$)	1,268,000	-	7,886,000	-	-	-	-	9,154,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,268,000	-	7,886,000	-	-	-	-	9,154,000

Operating Cost Impact: Specific ongoing operating cost impacts will be determined during the design phase.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Adam Goldstein, Swim and Fitness Center Superintendent, 240-314-8752.

Notes: This project first appeared in the FY 2018 CIP. FY 2023 work includes completion of conceptual design as well as architectural and engineering design.



Pedestrian Bridge Replacement: Horizon Hill Park (RB22)



Description: This project funds the replacement of the pedestrian bridge at Horizon Hill Park, crossing a Watts Branch tributary. The bridge was identified for replacement through the city's Bridge Inspection Program completed by a third party structural engineering firm.

Changes from Previous Year: Additional funding was added for construction as a result of inflationary increases.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2018 City of Rockville Bridge Inspection Report; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: Construction of a safe and modern pedestrian bridge.

Project Timeline and Total Cost by Type: Construction costs increased due to inflationary increases.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2025	FY 2025	FY 2025	FY 2025	47,000	47,000	-	-
Construction	FY 2026	FY 2026	FY 2026	FY 2026	383,000	459,600	76,600	20%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					430,000	506,600	76,600	18%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	47,000	459,600	-	-	506,600
Total Funded (\$)	-	-	-	47,000	459,600	-	-	506,600
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	47,000	459,600	-	-	506,600

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Mauricio Daza, Parks & Facilities Development Coordinator, 240-314-8608.

Notes: This project first appeared in the FY 2022 CIP.



Pedestrian Bridge Replacement: Woottons Mill Park (RD23)



Description: This project funds the design and construction of a replacement of a steel truss pedestrian bridge at Woottons Mill Park, crossing a Watts Branch tributary. The bridge was identified for replacement through the city's Bridge Inspection Program completed by a third party engineering firm.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2018 City of Rockville Bridge Inspection Report; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: Construction of a safe pedestrian bridge.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2026	FY 2026	FY 2026	FY 2026	47,000	47,000	-	-
Construction	FY 2027	FY 2027	FY 2027	FY 2027	459,600	459,600	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					506,600	506,600	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	-	47,000	459,600	-	506,600
Total Funded (\$)	-	-	-	-	47,000	459,600	-	506,600
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	-	47,000	459,600	-	506,600

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Mauricio Daza, Parks and Facilities Development Coordinator, 240-314-8608.

Notes: This is a new project for FY 2023.



Pervious Parking Lot Replacement: Fallsgrove Park (RB19)



Description: This project funds repair and replacement of the existing pervious pavement within the parking lot at Fallsgrove Park and the Thomas Farm Community Center. The community center will stay open during construction.

Changes from Previous Year: Estimated completion shifted to FY 2023 due to staff shortages experienced by the design consultant. Additional funding was transferred during FY 2022 to cover inflationary cost increases.

Current Project Appropriations

Prior Appropriations:	825,000
Less Expended as of 4/20/22:	53,196
Total Carryover:	771,804
New Funding:	-
Total FY 2023 Appropriations:	771,804

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2017 ECS Report of Subsurface Exploration Pavement Analysis, Geotechnical Engineering Analysis and Repair Recommendations; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: Structurally sound and environmentally friendly parking lot at Fallsgrove Park and Thomas Farm Community Center.

Project Timeline and Total Cost by Type: The timeline has been pushed back due to staff shortages experienced by the design consultant. Funding was added during FY 2022 due to updated cost estimates during the design process.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2022	FY 2019	FY 2022	100,000	100,000	-	-
Construction	FY 2020	FY 2023	FY 2022	FY 2023	597,000	725,000	128,000	21%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					697,000	825,000	128,000	18%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	825,000	-	-	-	-	-	-	825,000
Total Funded (\$)	825,000	-	-	-	-	-	-	825,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	825,000	-	-	-	-	-	-	825,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Mauricio Daza, Parks and Facilities Development Coordinator, 240-314-8608.

Notes: This project first appeared in the FY 2019 CIP. FY 2023 work includes construction and project close out.



Playground Structure Replacement: FY21-FY25 (RC21)



Description: This project funds the replacement of playground structures in city parks that are 17 years old and/or are no longer in compliance with current Consumer Product Safety Commission (CPSC) standards and/or ADA. Neighborhood advisory teams assist in the design review of each replacement playground.

Changes from Previous Year: Project total was adjusted based on annual replacement reprioritization. Funding was transferred during FY 2022 due to increased material costs.

Current Project Appropriations

Prior Appropriations:	377,570
Less Expended as of 4/20/22:	164,309
Total Carryover:	213,261
New Funding:	173,250
Total FY 2023 Appropriations:	386,511

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Plan; Consumer Product Safety Commission (CPSC) standards

Anticipated Project Outcome: Fun and engaging playground equipment that meets current ADA and CPSC standards.

Project Timeline and Total Cost by Type: Project total was adjusted based on annual replacement reprioritization and inflationary and material cost increases.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	FY 2021	FY 2021	FY 2025	FY 2025	872,070	945,527	73,457	8%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					872,070	945,527	73,457	8%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments. The city pursues grant funding for playground projects when possible.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	377,570	173,250	179,707	215,000	215,000	225,000	-	1,385,527
Total Funded (\$)	377,570	173,250	179,707	215,000	215,000	225,000	-	1,385,527
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	377,570	173,250	179,707	215,000	215,000	225,000	-	1,385,527

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Jason Bible, Parks Services Manager, 240-314-8703.

Notes: FY 2023 work includes the replacement of the playground at Isreal Park. Budget based on cost estimates for replacement structures at specific playground locations. The following playgrounds are tentatively scheduled for replacement in the coming four years: Rockcrest Park (FY 2024), Bullards Park (FY 2025), Maryvale Park (FY 2026), and Mattie Stepanek Park (FY 2027). Playground replacement schedule is subject to change based on a number of factors including condition, use, budget appropriation, and the availability of grant funding.



Promenade Park Elevator and Park Redesign (RD21)



Description: Promenade Park serves as a major thoroughfare between the Rockville Metro Station and Town Center. This project is proposed in two phases. Phase I: design and reconstruct elevator. The elevator provides ADA access to Monroe Street from the Promenade and the Rockville Metro Station. Phase II: design and renovate Promenade Park. The park was originally built in 1998 as part of the Town Center redevelopment.

Changes from Previous Year: Construction costs increased based on recent projects with similar scope, and estimated completion of construction moved to FY 2023. Funding was added during FY 2022 due to increased construction cost estimates completed during the design phase. Phase II, which is currently unfunded, moved out a year, design to FY 2024 and construction to FY 2025.

Current Project Appropriations

Prior Appropriations:	497,622
Less Expended as of 4/20/22:	40,231
Total Carryover:	457,391
New Funding:	-
Total FY 2023 Appropriations:	457,391

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2016 ADA Transition Plan; Rockville Town Center: Strengthening Its Vitality report

Anticipated Project Outcome: A safe and compliant elevator and an enhanced gateway into the Town Center and to the Metro Station.

Project Timeline and Total Cost by Type: Design costs increased due to ADA compliance during construction and updated cost estimates during the design process.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2021	FY 2022	\$33,000	62,622	29,622	90%
Construction	FY 2022	FY 2022	FY 2022	FY 2023	\$180,000	435,000	255,000	142%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					213,000	497,622	284,622	134%

Project Funding: This project is partially funded. Phase II of this project is currently unfunded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	497,622	-	-	-	-	-	-	497,622
Total Funded (\$)	497,622	-	-	-	-	-	-	497,622
Unfunded (Cap)	-	-	200,000	1,200,000	-	-	-	1,400,000
Total w/Unfunded (\$)	497,622	-	200,000	1,200,000	-	-	-	1,897,622

Operating Cost Impact: Phase II of this project will likely require approximately \$30,000 for contract maintenance of park elements. Specific operating cost impacts will be determined during the design of Phase II.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Noel Gonzalez, Facilities Property Manager, 240-314-8728.

Notes: This project first appeared in the FY 2021 CIP. If availability of parts and labor does not hinder the schedule, the elevator portion of this project should be complete in FY 2023. This project requires coordination with WMATA, Montgomery County, and the office buildings that are adjacent to Promenade Park. OCI will be determined once the design of phase II is complete.



RedGate Park Master Plan Implementation (RE23)



Description: This project funds design and construction of the infrastructure and amenities within the park based on the outcome of the park planning process.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Recreation & Parks Strategic Plan; 2016 ADA Transition Plan; Comprehensive Plan

Anticipated Project Outcome: Provide a safe, exciting, well planned, and designed destination park.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					-	-	-	-

Project Funding: This project is completely unfunded. Upon RedGate Park Planning report approval by the Mayor and Council, staff will prepare a funding recommendation for this project. Funding for implementation will depend on the Mayor and Council's direction on the amenities, size, scope, and phasing of the project.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	-	-	-	-	-
Total Funded (\$)	-	-	-	-	-	-	-	-
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	-	-	-	-	-

Operating Cost Impact: The operating cost impacts for this project will not be known until the design phase is complete.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Christine Henry, Deputy Director of Recreation and Parks, 240-314-8603.

Notes: This is a new project for FY 2023.



Roofing Improvements: FY21-FY25 (RE21)



Description: This project funds maintenance and replacement for city facility roofing systems. Keeping roofing systems watertight and structurally sound provides protection of facilities, personnel, and equipment. Work scheduled in this project is based on the 2020 Citywide Roofing Study recommendations.

Changes from Previous Year: Funding was added starting in FY 2023 due to inflationary increases. Funding was also added during FY 2022 for projects that carried over from prior to FY 2021.

Current Project Appropriations

Prior Appropriations:	1,220,019
Less Expended as of 4/20/22:	319,193
Total Carryover:	900,826
New Funding:	1,372,775
Total FY 2023 Appropriations:	2,273,601

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2020 Citywide Roofing Study

Anticipated Project Outcome: Watertight and structurally sound roofing systems.

Project Timeline and Total Cost by Type: Project total increased starting in FY 2023 due to inflationary increases.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2022	FY 2025	FY 2025	417,000	249,945	(167,055)	-40%
Construction	FY 2022	FY 2022	FY 2025	FY 2025	2,085,000	3,684,248	1,599,248	77%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,502,000	3,934,193	1,432,193	57%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,220,019	1,372,775	718,313	623,086	1,171,726	-	-	5,105,919
Bonds (Cap)	-	-	-	-	-	911,047	-	911,047
Total Funded (\$)	1,220,019	1,372,775	718,313	623,086	1,171,726	911,047	-	6,016,966
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,220,019	1,372,775	718,313	623,086	1,171,726	911,047	-	6,016,966

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Noel Gonzalez, Facilities Property Manager, 240-314-8728.

Notes: FY 2023 work includes City Hall roof replacement and Public Works administration building roof replacement.



Senior Center ADA Improvements (RE18)



Description: This project funds improvements to the Rockville Senior Center restrooms, classrooms, offices, dining room, stage access, front foyer, and greenhouse. These improvements include ADA compliance, facility modernization, repurposing of rooms to meet current and future needs and capacity, and the addition of family/gender neutral bathrooms.

Changes from Previous Year: Timeline was extended due to delays in receiving materials.

Current Project Appropriations

Prior Appropriations:	1,386,000
Less Expended as of 4/20/22:	1,225,727
Total Carryover:	160,273
New Funding:	-
Total FY 2023 Appropriations:	160,273

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: 2016 ADA Transition Plan; 2016 Senior Needs Assessment and Gap Analysis Study; 2020 Recreation & Parks Strategic Plan

Anticipated Project Outcome: ADA compliant renovations and repurposed space to meet changing needs and demand.

Project Timeline and Total Cost by Type: Project funding increased due to the addition of a \$200,000 State bond bill, and funding previously unfunded portions of this project. Delays are related to the availability of materials and ADA work being more extensive than originally planned.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2018	FY 2018	FY 2018	FY 2018	91,800	91,800	-	-
Construction	FY 2019	FY 2019	FY 2021	FY 2023	413,200	1,154,200	741,000	179%
Other	FY 2019	FY 2019	FY 2021	FY 2023	70,000	140,000	70,000	100%
Project Total (\$):					575,000	1,386,000	811,000	141%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,186,000	-	-	-	-	-	-	1,186,000
State Bond Bill (Other-Cap)	200,000	-	-	-	-	-	-	200,000
Total Funded (\$)	1,386,000	-	-	-	-	-	-	1,386,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,386,000	-	-	-	-	-	-	1,386,000

Operating Cost Impact: Exterior grease traps maintenance/cleaning (two times per year).

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	2,000	-	-	-	-	-	2,000

Project Manager: Terri Hilton, Senior Services Manager, 240-314-8802.

Notes: This project first appeared in FY 2018. FY 2023 work includes rebuilding the greenhouse, construction completion, and project close out.



Splash Pad (RF21)



Description: This project funds the design and construction of a splash pad within Maryvale Park based on a request received from the East Rockville Civic Association. A neighborhood advisory team will assist with the design of this amenity. Water and sewer infrastructure and ADA compliant bathroom facilities would be required for this project.

Changes from Previous Year: Timeline was extended due to delays caused by the COVID-19 pandemic.

Current Project Appropriations

Prior Appropriations:	500,000
Less Expended as of 4/20/22:	4,090
Total Carryover:	495,910
New Funding:	-
Total FY 2023 Appropriations:	495,910

Critical Success Factor: Stewardship of Infrastructure and Env.

Mandate/Plan: Montgomery County Manual on Swimming Pool Construction

Anticipated Project Outcome: Provide a new recreational amenity within East Rockville.

Project Timeline and Total Cost by Type: Timeline was extended due to delays caused by the COVID-19 pandemic.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	75,000	75,000	-
Construction	FY 2022	FY 2022	FY 2022	FY 2023	500,000	425,000	(75,000)	-15%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					500,000	500,000	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	500,000	-	-	-	-	-	-	500,000
Total Funded (\$)	500,000	-	-	-	-	-	-	500,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	500,000	-	-	-	-	-	-	500,000

Operating Cost Impact: Funding will be needed for monitoring/contract maintenance (\$37,000), on-site supervision (\$18,000), and parts and repairs (\$5,000). Estimates are based on costs for operating the interactive fountain in Town Square, which is open from Memorial Day weekend through Labor Day weekend.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	60,000	-	-	-	-	-	60,000

Project Manager: Steve Mader, Superintendent of Parks and Facilities, 240-314-8702.

Notes: This project first appeared in the FY 2021 CIP. FY 2023 work includes construction completion and project close out.



Transportation Program Area Overview

Description: The projects in the Transportation Program Area focus on providing sustainable city streets, bridges, sidewalks, streetlights, traffic signals, and pedestrian and bicycle amenities in accordance with County, State, and federal standards; city transportation plans and policies; and the Vision Zero and Climate Action Plans.

Goal: To provide a safe, complete, efficient, and ADA compliant multimodal transportation system.

New project(s) for FY 2023:

Scott-Drive Shared-Use Path (TA23)

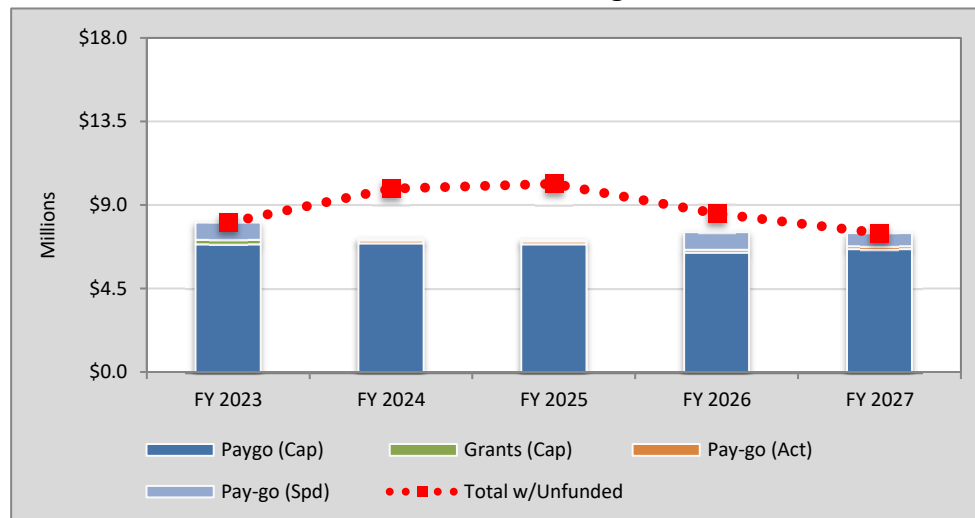
Project(s) closed for FY 2023:

Pedestrian Bridge - WMATA Rockville Station (TA19)

Traffic Signal Upgrades (TG21)



FY 2023 - FY 2027 New Funding Schedule



Transportation Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	33,160,587	8,039,000	7,182,000	7,133,000	7,531,000	7,484,000	-	70,529,587
Unfunded	-	-	2,700,000	3,000,000	1,000,000	-	9,450,000	16,150,000
Total with Unfunded (\$)	33,160,587	8,039,000	9,882,000	10,133,000	8,531,000	7,484,000	9,450,000	86,679,587



Asphalt Repair & Replacement: FY21-FY25 (TA21)



Description: This sustainable program resurfaces streets, including milling, base asphalt repairs, and restriping. The city currently maintains approximately 367 lane-miles (or 161 center-line miles) of streets. This program is currently funded on a 12-year cycle, as degradation to the road and the cost to repair the damage increases significantly after approximately 12 years.

Changes from Previous Year: Costs have been adjusted for inflation. Funding was added during FY 2022 to cover work along Washington St. and E. Middle Ln.

Current Project Appropriations

Prior Appropriations:	6,898,000
Less Expended as of 4/20/22:	5,138,693
Total Carryover:	1,759,307
New Funding:	3,646,000
Total FY 2023 Appropriations:	5,405,307

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2010 Asphalt Maintenance Program
Comparative Data and Established Criteria Report; Vision Zero
Action Plan; 2017 Bikeway Master Plan

Anticipated Project Outcome: Safe and smooth city streets.

Project Timeline and Total Cost by Type: Funding was added for paving of Maryland Ave. from S. Washington Street to Great Falls/Potomac Valley Road and striping two new bike lanes per the 2017 Bikeway Master Plan, and for work along Washington St. and E. Middle Ln. Costs were adjusted for inflation.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	FY 2021	FY 2021	FY 2025	FY 2025	17,438,000	18,241,000	803,000	5%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					17,438,000	18,241,000	803,000	5%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	6,898,000	3,646,000	3,792,000	3,905,000	4,022,000	4,143,000	-	26,406,000
Total Funded (\$)	6,898,000	3,646,000	3,792,000	3,905,000	4,022,000	4,143,000	-	26,406,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	6,898,000	3,646,000	3,792,000	3,905,000	4,022,000	4,143,000	-	26,406,000

Operating Cost Impact: Signage and towing services for work zones.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	4,500	-	-	-	-	-	-	4,500

Project Manager: Mike Wilhelm, Chief of Construction Management, 240-314-8542.

Notes: FY 2023 work includes rehabilitation of approximately 30 lane miles of city streets. Budget is based on a 12-year cycle of approximately 1/12 of the city's total inventory of streets each year, and includes a projected cost escalation factor due to significant material costs of 5 percent in FY 2023 and 4 percent in FY 2024, then 3 percent in FY 2025 and beyond. The schedule of streets is posted on the city's website.



Bridge Rehabilitation: FY21-FY25 (TB21)



Description: This sustainable program assesses, designs, rehabilitates, and replaces bridges and structures. Condition assessment reports identify and prioritize maintenance work, including replacement; repainting structural steel; lining culvert inverts; and rehabilitating damaged concrete, bearing assemblies, support beams, expansion joints, guiderails, and other safety elements. Major rehabilitation is funded as separate CIP projects.

Changes from Previous Year: Small structure assessment frequency adjusted from four to six years; related costs were adjusted based on revised frequency.

Current Project Appropriations

Prior Appropriations:	75,000
Less Expended as of 4/20/22:	25,648
Total Carryover:	49,352
New Funding:	190,000
Total FY 2023 Appropriations:	239,352

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: National Bridge Inspection Program

Anticipated Project Outcome: Safe carrying capacity and maximum useful service life for all City bridges and structures.

Project Timeline and Total Cost by Type: Total project cost changed due to minor repairs identified in inspection reports and work reprioritization. W Gude Drive bridge rehab deferral continues until SHA finalizes scope for I-495 and I-270 Managed Lanes Project.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	600,000	1,150,000	550,000	92%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	1,800,000	625,000	(1,175,000)	-65%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,400,000	1,775,000	(625,000)	-26%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	75,000	190,000	870,000	640,000	-	-	-	1,775,000
Paygo (Spd)	-	-	-	-	850,000	610,000	-	1,460,000
Total Funded (\$)	75,000	190,000	870,000	640,000	850,000	610,000	-	3,235,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	75,000	190,000	870,000	640,000	850,000	610,000	-	3,235,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: FY 2023 work includes design of long span bridge repairs. Montgomery County manages assessment of all long span bridges and Recreation and Parks manages the design and rehabilitation of all pedestrian bridges, except for those in the right-of-way for which Public Works is responsible.



Concrete Repair & Replacement: FY21-FY25 (TC21)



Description: This sustainable program repairs and replaces concrete street components such as curbs and gutters, sidewalks, and driveway aprons; miscellaneous infrastructure items such as drainage structures, guiderails, retaining walls, and brick paving; and small sidewalk additions. Specific areas for repair and replacement are selected through staff's annual evaluation based on ADA compliance, research, and generally accepted industry standards.

Changes from Previous Year: Costs have been adjusted for inflation.

Current Project Appropriations

Prior Appropriations:	3,897,000
Less Expended as of 4/20/22:	3,304,105
Total Carryover:	592,895
New Funding:	2,183,000
Total FY 2023 Appropriations:	2,775,895

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Americans with Disabilities Act (ADA); Vision Zero Action Plan

Anticipated Project Outcome: Safe and operational city concrete infrastructure that meets ADA standards and eliminates trip hazards.

Project Timeline and Total Cost by Type: Costs were adjusted for inflation.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	FY 2021	FY 2021	FY 2025	FY 2025	10,514,000	10,688,000	174,000	2%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					10,514,000	10,688,000	174,000	2%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	3,897,000	2,183,000	2,270,000	2,338,000	2,409,000	2,481,000	-	15,578,000
Total Funded (\$)	3,897,000	2,183,000	2,270,000	2,338,000	2,409,000	2,481,000	-	15,578,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	3,897,000	2,183,000	2,270,000	2,338,000	2,409,000	2,481,000	-	15,578,000

Operating Cost Impact: Signage and towing services for work zones.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	4,500	-	-	-	-	-	-	4,500

Project Manager: Mike Wilhelm, Chief of Construction Management, 240-314-8542.

Notes: FY 2023 work includes repairs and replacements at multiple city locations as prioritized by staff based on current conditions. Neighborhood concrete repairs and replacements are generally implemented concurrent with scheduled asphalt repairs. Budget is based on programmed upgrades to concrete infrastructure for compliance with ADA standards to maintain safe pedestrian access and includes a projected cost escalation factor of 5 percent in FY 2023, 4 percent in FY 2024, and 3 percent in FY 2025 and beyond. The schedule of streets will be posted on the city's website and updated each fiscal year.



Hurley Avenue Bridge Replacement (TE16)



Description: This project plans, designs, and constructs the replacement of the Hurley Avenue bridge near the Watts Branch Parkway intersection. This bridge was constructed in 1969 and requires replacement. The planned improvements will increase the structure's longevity and live load carrying capacity.

Changes from Previous Year: Funding was transferred during FY 2022 to fund an urgent repair. This project received federal aid as well as additional funds supported by supplemental tax duplication revenue during FY 2022 to cover replacement as opposed to rehabilitation.

Current Project Appropriations

Prior Appropriations:	1,173,010
Less Expended as of 4/20/22:	40,533
Total Carryover:	1,132,477
New Funding:	620,000
Total FY 2023 Appropriations:	1,752,477

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: National Bridge Inspection Program; 2013 Hurley Avenue Bridge Rehabilitation Alternatives Report

Anticipated Project Outcome: Increased safe carrying capacity and longer useful service life.

Project Timeline and Total Cost by Type: Federal aid has been approved for preliminary engineering (design). A budget transfer of \$100,000 occurred in FY 2022 to fund emergency repairs. Additional funds supported by supplemental tax duplication revenue were added during FY 2022 to support replacement instead of rehabilitation. Due to the federal aid process, construction is now planned for FY 2023.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2016	FY 2021	FY 2019	FY 2023	370,000	203,010	(166,990)	-45%
Construction	FY 2019	FY 2023	FY 2020	FY 2024	1,590,000	1,590,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					1,960,000	1,793,010	(166,990)	-9%

Project Funding: The city's portion of this project is fully funded. Federal aid is expected to cover the remainder of the cost.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,173,010	-	-	-	-	-	-	1,173,010
Paygo (Spd)	-	620,000	-	-	-	-	-	620,000
Total Funded (\$)	1,173,010	620,000	-	-	-	-	-	1,793,010
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,173,010	620,000	-	-	-	-	-	1,793,010

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Andrew Luetkemeier, Principal Transportation Engineer, 240-314-8524.

Notes: This project first appeared in the FY 2016 CIP. FY 2023 work includes completion of design and the beginning of construction. Project contracts are managed by SHA. The project total shown reflects the city's anticipated share of the total project cost, with federal aid expected to cover the remainder.



LED Streetlight Conversion (TA22)



Description: This project provides for the replacement of all remaining city-owned and maintained high pressure sodium (HPS) streetlights (approximately 3,200) with more energy efficient, light-emitting diode (LED) luminaires. Conversion of city streetlights to LED is action M-02 of the energy efficiency category of the city's Climate Action Plan.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	1,000,000
Total FY 2023 Appropriations:	1,000,000

Critical Success Factor: Safe and Livable Neighborhoods and Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; Vision Zero Action Plan

Anticipated Project Outcome: Safer streets and smarter, more energy efficient lighting.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	FY 2023	FY 2023	FY 2025	FY 2025	1,000,000	1,000,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					1,000,000	1,000,000	-	-

Project Funding: This project is partially funded. Current funding covers replacement of approximately 2,000 non-decorative HPS fixtures. The unfunded portion of this project covers the remaining 1,200 decorative fixtures.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	750,000	-	-	-	-	-	750,000
Grants (Cap)	-	250,000	-	-	-	-	-	250,000
Total Funded (\$)	-	1,000,000	-	-	-	-	-	1,000,000
Unfunded (Cap)	-	-	1,100,000	1,100,000	-	-	-	2,200,000
Total w/Unfunded (\$)	-	1,000,000	1,100,000	1,100,000	-	-	-	3,200,000

Operating Cost Impact: Operating cost reduction in streetlight electricity is anticipated starting in FY 2024. Additional savings estimated at a total of \$60,000 per year would result from funding the unfunded portion of this project.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	(100,000)	-	-	-	-	(100,000)

Project Manager: Andrew Luetkemeier, Principal Transportation Engineer, 240-314-8524.

Notes: This project first appeared in the FY 2022 CIP. Conversions would begin in FY 2023, coinciding with the city's Climate Action Plan, and would include the replacement of approximately 2,000 non-decorative HPS fixtures with LED. The city anticipates receiving rebates through the EmPower Maryland incentive program.



Maryland Dawson Extended (5C11)



Description: This project extends Maryland Ave. between Beall and Dawson Ave. and Dawson Ave. between N. Washington St. and MD 355. Phase I-Dawson Ave. from N. Washington St. to Maryland Ave. extended (complete; designed and constructed by developers); Phase II-Dawson Ave. extended to MD 355; Phase III-Maryland Ave. between Beall and Dawson Ave. extended. Phases include necessary utility relocation, street lighting, and integrated pocket parks along Maryland Ave.

Changes from Previous Year: Delayed Phase II design and construction due to right-of-way acquisition; Phase III moved to future years as it is linked to redevelopment of properties on Maryland Ave., which is not currently planned.

Current Project Appropriations

Prior Appropriations:	4,877,334
Less Expended as of 4/20/22:	482,456
Total Carryover:	4,394,878
New Funding:	-
Total FY 2023 Appropriations:	4,394,878

Critical Success Factor: Well-Planned Community

Mandate/Plan: Comprehensive Plan; Complete Streets Policy; 2008 North Maryland Extension Feasibility Study

Anticipated Project Outcome: Road network that supports existing and future Town Center development.

Project Timeline and Total Cost by Type: Phase II design, which started in spring 2015, increased in cost due to right-of-way acquisition. Phase II construction cost increased based on refined scope, material cost increases, and right-of-way needs. Timeline has been extended due to the delay of right-of-way acquisition from 460 Hungerford Dr.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2014	FY 2015	FY 2016	FY 2024	500,000	800,000	300,000	60%
Construction	FY 2017	FY 2023	FY 2020	FY 2025	1,960,000	4,077,334	2,117,334	108%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,460,000	4,877,334	2,417,334	98%

Project Funding: This project is partially funded. Future unfunded amount covers right-of-way acquisition, design, and construction of Phase III. Sources of funding may include County Impact Tax, developer contributions, and federal grants.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Developer (Cap)	99,900	-	-	-	-	-	-	99,900
Co. Impact Tax (Other-Cap)	4,777,434	-	-	-	-	-	-	4,777,434
Total Funded (\$)	4,877,334	-	-	-	-	-	-	4,877,334
Unfunded (Cap)	-	-	-	-	-	-	9,450,000	9,450,000
Total w/Unfunded (\$)	4,877,334	-	-	-	-	-	9,450,000	14,327,334

Operating Cost Impact: Landscaping, snow removal, stormwater management, and maintenance and repair. If funded, Phase III would add an additional \$7,500 for these services upon completion.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	3,000	-	-	-	3,000
SWM	-	-	-	1,500	-	-	-	1,500

Project Manager: Jennifer Wang, Senior Transportation Engineer, 240-314-8506.

Notes: This project first appeared in the FY 2005 CIP. FY 2023 work includes Phase II design completion, followed by project construction in FY 2024, using prior appropriations.



Pedestrian and Bicycle Safety: FY21-FY25 (TD21)



Description: This project improves pedestrian and bicycle safety by working with neighborhoods to conduct feasibility analyses for new pedestrian initiatives and installing new pedestrian and bicycle traffic control devices and facilities. When available, federal grant resources will be used for this project.

Changes from Previous Year: Funding was added to address Vision Zero action items. Funding for work scheduled in the prior five year project (4B71) that was not under way in FY 2022 was transferred to this project to allow the prior project to close. This project received additional funds supported by supplemental tax duplication revenue during FY 2022.

Current Project Appropriations

Prior Appropriations:	884,857
Less Expended as of 4/20/22:	18,156
Total Carryover:	866,701
New Funding:	200,000
Total FY 2023 Appropriations:	1,066,701

Critical Success Factor: Planning and Preservation

Mandate/Plan: Vision Zero Action Plan; 2017 Bikeway Master Plan; Pedestrian Policies and Guidelines for Neighborhood Traffic Management

Anticipated Project Outcome: Streets that are safer and better connected for pedestrians, bicyclists, and transit riders.

Project Timeline and Total Cost by Type: Funding was added to address Vision Zero action items. A total of \$397,840 for work scheduled in the prior five year project (4B71) that was not under way in FY 2022 was transferred to this project to allow the prior project to close.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	50,000	145,173	95,173	190%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	300,000	1,039,684	739,684	247%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					350,000	1,184,857	834,857	239%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	337,181	100,000	-	-	-	-	-	437,181
Grants (Cap)	190,960	-	-	-	-	-	-	190,960
Paygo (Act)	322,598	-	50,000	50,000	50,000	50,000	-	522,598
Paygo (Spd)	34,118	100,000	-	-	-	-	-	134,118
Total Funded (\$)	884,857	200,000	50,000	50,000	50,000	50,000	-	1,284,857
Unfunded (Act)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	884,857	200,000	50,000	50,000	50,000	50,000	-	1,284,857

Operating Cost Impact: Signal maintenance, signs, line striping, repairs, stormwater management, and landscaping.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	1,000	1,000	1,000	1,000	1,000	1,000	-	6,000

Project Manager: Bryan Barnett-Woods, Principal Transportation Planner, 240-314-8527.

Notes: This project first appeared in the FY 2021 CIP. FY 2023 work includes implementation of higher priority bikeway facilities recommended in the 2017 Bikeway Master Plan, intersection improvements associated with the Vision Zero Action Plan, completion of accessibility/amenity improvements to 78 bus stops, and the Scott-Veirs Drive shared-use path study.



Rockville Intermodal Access - Baltimore Road (8A11)



Description: This project designs and constructs improvements along Baltimore Road, including environmental requirements and right-of-way acquisition. Improvements between Town Center and Norbeck Road include roadside improvements to street crossings at specific locations. Improvements from Norbeck Road to the city limits include curbs and gutters, stormdrains, sidewalks, and bike paths.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	8,208,385
Less Expended as of 4/20/22:	4,286,899
Total Carryover:	3,921,486
New Funding:	-
Total FY 2023 Appropriations:	3,921,486

Critical Success Factor: Planning and Preservation

Mandate/Plan: Vision Zero; Complete Streets Policy

Anticipated Project Outcome: Safer, standard roadway section, with improved drainage. Improved bike and pedestrian access through the corridor.

Project Timeline and Total Cost by Type: The lengthy property acquisition process and the need to meet federal requirements caused major project delays. Cost increases reflect actual consulting fees and construction contract costs.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2008	FY 2010	FY 2009	FY 2019	600,000	1,137,133	537,133	90%
Construction	FY 2009	FY 2021	FY 2011	FY 2023	4,600,000	6,860,834	2,260,834	49%
Other (land acquisition)	FY 2008	FY 2012	FY 2009	FY 2019	400,000	210,418	(189,582)	-47%
Project Total (\$):					5,600,000	8,208,385	2,608,385	47%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,050,000	-	-	-	-	-	-	1,050,000
Bonds (Cap)	1,000,000	-	-	-	-	-	-	1,000,000
Grants (Cap)	3,598,810	-	-	-	-	-	-	3,598,810
Developer (Cap)	1,316,455	-	-	-	-	-	-	1,316,455
Paygo (Act)	1,243,120	-	-	-	-	-	-	1,243,120
Total Funded (\$)	8,208,385	-	-	-	-	-	-	8,208,385
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	8,208,385	-	-	-	-	-	-	8,208,385

Operating Cost Impact: Landscaping; stormwater management; snow removal; traffic sign repair and maintenance.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	8,000	-	-	-	-	-	8,000
SWM	-	29,000	-	-	-	-	-	29,000

Project Manager: Andrew Luetkemeier, Principal Transportation Engineer, 240-314-8524.

Notes: This project was created during FY 2007. FY 2023 work includes construction completion.



Scott-Veirs Drive Shared-Use Path (TA23)



Description: This project designs and constructs a 1.2-mile shared-use path along Scott Drive and Veirs Drive, between Glen Mill Road and Wootton Parkway, connecting the City of Rockville with the North Potomac area of Montgomery County.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Well-Planned Community

Mandate/Plan: Vision Zero Action Plan, 2017 Bikeway Master Plan

Anticipated Project Outcome: Path provides safer and better connection for pedestrians and bicyclists.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					-	-	-	-

Project Funding: This project is unfunded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	-	-	-	-	-
Total Funded (\$)	-	-	-	-	-	-	-	-
Unfunded (Cap)	-	-	250,000	-	1,000,000	-	-	1,250,000
Total w/Unfunded (\$)	-	-	250,000	-	1,000,000	-	-	1,250,000

Operating Cost Impact: Maintenance, snow removal, landscaping, and stormwater management would add \$4,500 to the operating budget starting in FY 2027 if this project is funded.

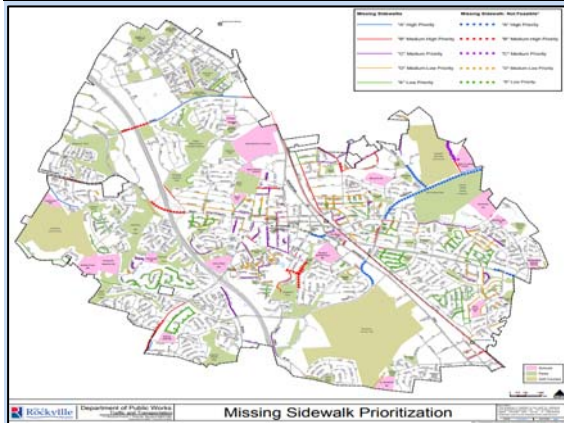
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-
SWM	-	-	-	-	-	-	-	-

Project Manager: Jennifer Wang, Senior Transportation Engineer, 240-314-8506.

Notes: This is a new project for FY 2023. This project is based on a feasibility study performed as part of the Pedestrian and Bicycle Safety (TD21) CIP project.



Sidewalks: FY21-FY25 (TE21)



Description: This project provides safe and accessible pedestrian facilities by reducing the 53 miles of missing city sidewalks links. Sidewalk projects are programmed using the Sidewalk Prioritization Policy rating system, petitions submitted by residents in support of construction, and coordination with other city projects. Information on the Sidewalk Prioritization Policy can be found on the city website.

Changes from Previous Year: Funding for work scheduled in the prior five year project (TF16) that was not already under way was transferred to this project to allow the prior project to close. This project received additional funds supported by supplemental tax duplication revenue during FY 2022.

Current Project Appropriations

Prior Appropriations:	2,343,094
Less Expended as of 4/20/22:	-
Total Carryover:	2,343,094
New Funding:	200,000
Total FY 2023 Appropriations:	2,543,094

Critical Success Factor: Planning and Preservation

Mandate/Plan: Vision Zero Action Plan; Complete Streets Policy; Sidewalk Prioritization Policy

Anticipated Project Outcome: Streets that are safer and better connected for pedestrians.

Project Timeline and Total Cost by Type: Grant funds and additional funds supported by supplemental tax duplication revenue were added to this project. Funding for work scheduled in the prior five year project (TF16) that was not under way in FY 2022 was transferred in to allow the prior project to close.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2022	FY 2025	FY 2025	215,000	274,398	59,398	28%
Construction	FY 2021	FY 2022	FY 2025	FY 2025	1,877,040	2,668,696	791,656	42%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,092,040	2,943,094	851,054	41%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	796,556	-	-	-	-	-	-	796,556
Grants (Cap)	265,040	-	-	-	-	-	-	265,040
Developer (Cap)	165,000	-	-	-	-	-	-	165,000
Paygo (Act)	1,116,498	-	100,000	100,000	100,000	100,000	-	1,516,498
Paygo (Spd)	-	200,000	100,000	100,000	100,000	100,000	-	600,000
Total Funded (\$)	2,343,094	200,000	200,000	200,000	200,000	200,000	-	3,343,094
Unfunded (Act)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	2,343,094	200,000	200,000	200,000	200,000	200,000	-	3,343,094

Operating Cost Impact: Maintenance, snow removal, landscaping, and stormwater management.

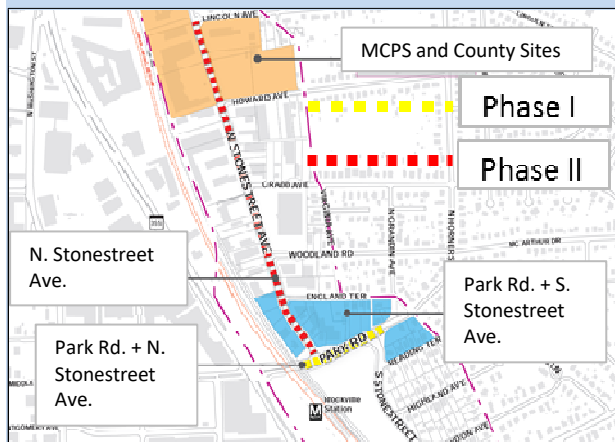
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	1,000	1,000	1,000	1,000	1,000	1,000	-	6,000
SWM	2,000	2,000	2,000	2,000	2,000	2,000	-	12,000

Project Manager: Jennifer Wang, Senior Transportation Engineer, 240-314-8506.

Notes: FY 2023 work includes construction on W Gude Drive, Potomac Valley Road, and other sidewalks identified by residents and the Rockville Pedestrian Advocacy Committee (RPAC). High priority locations include gap segments along Highland Ave., Monroe St., Nelson St., Wood Ln., Frederick Ave., and Reading Terr.



Stonestreet Corridor Improvements (TA20)



Description: This complete street project designs street and sidewalk improvements along Park Road and N. Stonestreet Avenue near the Rockville Metro Station to provide safer multimodal transportation. Project Phase I - Park Road improvement and traffic signal reconstruction at the intersection of S. Stonestreet Avenue and Park Road; Phase II - N. Stonestreet Avenue road improvement between Park Road and Lincoln Avenue.

Changes from Previous Year: The estimated completion year for design was shifted to FY 2023 due to continued grant coordination with SHA. This project received ARPA funding during FY 2022 to cover a portion of Phase I construction. The city will continue to pursue grant funding for the remainder.

Current Project Appropriations

Prior Appropriations:	1,180,000
Less Expended as of 4/20/22:	-
Total Carryover:	1,180,000
New Funding:	-
Total FY 2023 Appropriations:	1,180,000

Critical Success Factor: Well-Planned Community

Mandate/Plan: Comprehensive Plan; 2018 Stonestreet Corridor Study; Vision Zero Action Plan; Complete Streets Policy; 2004 East Rockville Neighborhood Plan; 2007 Lincoln Park Neighborhood Plan; 2001 Town Ctr. Master Plan

Anticipated Project Outcome: Safer road network that supports existing and future Stonestreet Corridor development.

Project Timeline and Total Cost by Type: The project is delayed due to grant coordination with SHA. ARPA funding was added to this project to fund a portion of Phase I construction.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2020	FY 2021	FY 2021	FY 2023	250,000	450,000	200,000	80%
Construction	-	-	-	-	-	550,000	550,000	-
Other (land acquisition)	FY 2020	FY 2023	FY 2021	FY 2023	100,000	180,000	80,000	80%
Project Total (\$):					350,000	1,180,000	830,000	237%

Project Funding: This project is partially funded and includes \$550,000 in ARPA funding for a portion of Phase I construction. FY 2024 and FY 2025 unfunded amounts represent construction for Phase I and Phase II, respectively. Sources of funding may include federal grants.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	350,000	-	-	-	-	-	-	350,000
Grants (Cap)	830,000	-	-	-	-	-	-	830,000
Total Funded (\$)	1,180,000	-	-	-	-	-	-	1,180,000
Unfunded (Cap)	-	-	950,000	1,900,000	-	-	-	2,850,000
Total w/Unfunded (\$)	1,180,000	-	950,000	1,900,000	-	-	-	4,030,000

Operating Cost Impact: If funded, the construction portion of this project would add \$12,500 (\$4,000 General Fund, \$2,250 SWM Fund in both FY 2025 and FY 2026) for landscaping, snow removal, stormwater management, and maintenance and repair.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-
SWM	-	-	-	-	-	-	-	-

Project Manager: Jennifer Wang, Senior Transportation Engineer, 240-314-8506.

Notes: This project first appeared in the FY 2020 CIP. FY 2023 work includes Phase I and II design and land acquisition.



Town Center Road Diet (TB22)



Description: This project designs and constructs new cross sections for N. Washington Street and E. Middle Lane. The project includes narrowing the existing two travel lanes to one lane in each direction, and adding protected bike lanes with precast concrete separators, bump-outs, on-street parking spaces, parking meters, and signs along the roadways. This project also includes the widening of the sidewalk on the south side of E. Middle Lane between N. Washington Street and Maryland Avenue.

Changes from Previous Year: Funding was added during FY 2022 to widen the sidewalk on the south side of E. Middle Lane.

Current Project Appropriations

Prior Appropriations:	976,000
Less Expended as of 4/20/22:	81,601
Total Carryover:	894,399
New Funding:	-
Total FY 2023 Appropriations:	894,399

Critical Success Factor: Safe and Livable Neighborhoods

Mandate/Plan: Vision Zero Action Plan; 2017 Bikeway Master Plan

Anticipated Project Outcome: Improved safety for pedestrians, bicycle users, transit riders, and motorists.

Project Timeline and Total Cost by Type: The project timeline has changed due to additional work to widen the sidewalk and relocate utilities on E. Middle Lane.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2022	FY 2022	FY 2022	57,000	57,000	-	-
Construction	FY 2022	FY 2022	FY 2023	FY 2024	285,000	919,000	634,000	222%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					342,000	976,000	634,000	185%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Pkg)	45,000	-	-	-	-	-	-	45,000
Paygo (Spd)	931,000	-	-	-	-	-	-	931,000
Total Funded (\$)	976,000	-	-	-	-	-	-	976,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	976,000	-	-	-	-	-	-	976,000

Operating Cost Impact: Maintenance, signage, pavement markings.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	3,000	-	-	-	-	-	3,000

Project Manager: Daniel Seo, Principal Transportation Engineer, 240-314-8510.

Notes: This project first appeared in the FY 2022 CIP. FY 2023 work includes project construction.



Traffic Signal at E. Middle Lane/Helen Heneghan Way (TF21)



Description: This project constructs a new traffic signal at the intersection of E. Middle Lane and Helen Heneghan Way, including designing the traffic signal and installing a traffic signal cabinet, accessible pedestrian signals, handboxes, wires, poles, signal heads, conduits, and vehicle detection devices. The project removes existing flashing beacons at this intersection, and closes the existing median opening and removes the crosswalk at E. Middle Lane/Monroe Street.

Changes from Previous Year: Unfunded project total moved to FY 2024 to allow for completion of the Town Center Road Diet (TB22) project.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Safe and Livable Neighborhoods

Mandate/Plan: Vision Zero Action Plan; Traffic Operations Safety

Anticipated Project Outcome: Allow safe pedestrian crossing and vehicle operations at the intersection.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					-	-	-	-

Project Funding: This project is unfunded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	-	-	-	-	-	-
Total Funded (\$)	-	-	-	-	-	-	-	-
Unfunded (Cap)	-	-	400,000	-	-	-	-	400,000
Total w/Unfunded (\$)	-	-	400,000	-	-	-	-	400,000

Operating Cost Impact: If funded this project would require \$2,000 for signal maintenance in FY 2025.

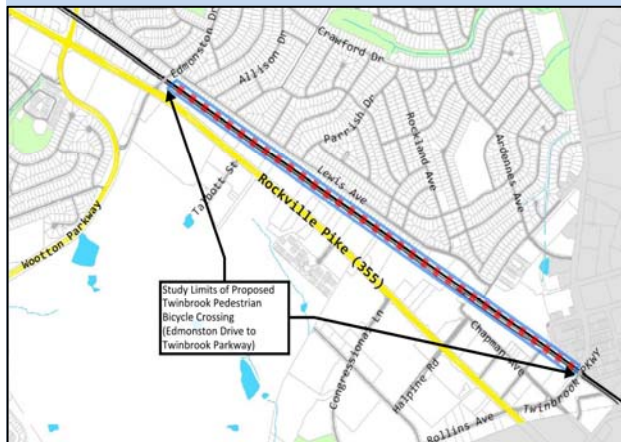
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Daniel Seo, Principal Transportation Engineer, 240-314-8510.

Notes: This project first appeared in the FY 2021 CIP.



Twinbrook Pedestrian/Bicycle Bridge (TC22)



Description: This project provides a new pedestrian/bicycle bridge that will extend from the Twinbrook neighborhood to Rockville Pike (MD 355) across the CSX and WMATA railroad tracks with access to the Twinbrook Quarter development. This connection will significantly improve east-west access and enhances pedestrian and bicycle mobility and safety. Current funding covers a feasibility study only.

Changes from Previous Year: This project received funding supported by supplemental tax duplication revenue during FY 2022 to cover 100 percent design.

Current Project Appropriations

Prior Appropriations:	400,000
Less Expended as of 4/20/22:	-
Total Carryover:	400,000
New Funding:	-
Total FY 2023 Appropriations:	400,000

Critical Success Factor: Safe and Livable Neighborhoods

Mandate/Plan: Comprehensive Plan; Vision Zero Action Plan; 2016 Rockville Pike Neighborhood Plan; 2009 Twinbrook Neighborhood Plan

Anticipated Project Outcome: Improved east-west mobility and enhanced pedestrian/bicycle safety.

Project Timeline and Total Cost by Type: Funding was added to support 100 percent design.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2022	FY 2022	future	future	50,000	400,000	350,000	700%
Construction	future	future	future	future	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					50,000	400,000	350,000	700%

Project Funding: The current project total funds a feasibility study which will assist with determining a more defined scope and project estimate for the bridge, as well as design. Construction estimates will be added to the project once the study is complete.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	400,000	-	-	-	-	-	-	400,000
Total Funded (\$)	400,000	-	-	-	-	-	-	400,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	400,000	-	-	-	-	-	-	400,000

Operating Cost Impact: Specific ongoing operating cost impacts will be determined during the design phase.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Faramarz Mokhtari, Senior Transportation Planner, 240-314-8509.

Notes: This project first appeared in FY 2022. FY 2023 work includes the feasibility study, which will provide design options and cost estimates, and start of design.



West End Park Noise Barrier (3A81)



Description: This project is the city's required contribution toward SHA construction of a Type II noise barrier along I-270 in the West End Park neighborhood. There is an existing noise barrier along the northern portion of this community, and to protect the impacted residents, this barrier needs to be extended approximately 2,000 feet, with an average height of 17.2 feet.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	2,247,907
Less Expended as of 4/20/22:	13,500
Total Carryover:	2,234,407
New Funding:	-
Total FY 2023 Appropriations:	2,234,407

Critical Success Factor: Safe and Livable Neighborhoods

Mandate/Plan: MD SHA Type II Noise Barrier Program

Anticipated Project Outcome: Noise abatement to the West End Park neighborhood directly adjacent to I-270.

Project Timeline and Total Cost by Type: SHA design and construction timelines have been delayed due to right-of-way acquisition issues. The project is currently on hold by SHA due to budget constraints. The I-495 and I-270 Managed Lanes Project also could incorporate a noise barrier in this location. Project costs have increased based on cost estimate for 60 percent design.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2013	FY 2013	FY 2015	Future	111,350	758,901	647,551	582%
Construction	FY 2015	Future	FY 2015	Future	773,000	1,489,006	716,006	93%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					884,350	2,247,907	1,363,557	154%

Project Funding: The city's portion of this project is fully funded; however, the project is currently on hold by SHA.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	2,247,907	-	-	-	-	-	-	2,247,907
Total Funded (\$)	2,247,907	-	-	-	-	-	-	2,247,907
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	2,247,907	-	-	-	-	-	-	2,247,907

Operating Cost Impact: No measurable impact to the city (structure will be owned and maintained by SHA).

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Jennifer Wang, Senior Transportation Engineer, 240-314-8506.

Notes: This project first appeared in the FY 2013 CIP. This project is on hold by SHA.



Stormwater Management Program Area Overview

Description: The projects in the Stormwater Management Program Area focus on improving, creating, restoring, and maintaining the city stormwater management infrastructure including streams, stormwater treatment facilities, storm drain system, and flood conveyance system.

Goal: To improve resiliency to public and private property flooding; enhance local and regional water quality; comply with federal and State clean water regulations; and to preserve and improve city infrastructure.

New project(s) for FY 2023:

Flood Resiliency Master Plan (SA23)

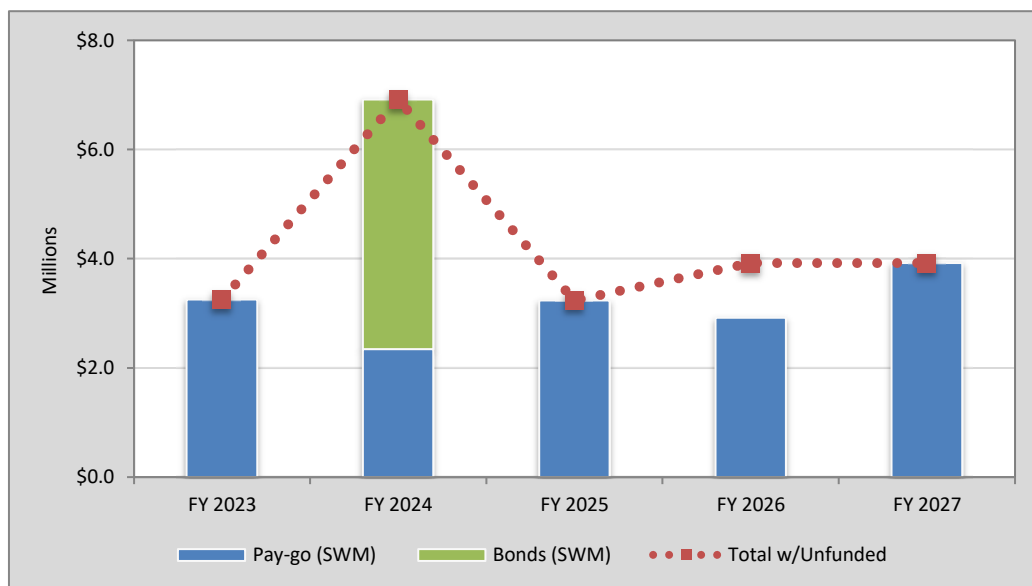
Storm Drain Analysis and Spot Repair: Potomac Woods (SB23)

Project(s) closed for FY 2023:

None



FY 2023 - FY 2027 New Funding Schedule



Stormwater Management Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	9,990,996	3,250,000	6,916,000	3,235,000	2,921,000	3,922,000	5,424,000	35,658,996
Unfunded	-	-	-	-	1,000,000	-	-	1,000,000
Total with Unfunded (\$)	9,990,996	3,250,000	6,916,000	3,235,000	3,921,000	3,922,000	5,424,000	36,658,996



Flood Resiliency Master Plan (SA23)



Description: This project funds the development of a Flood Resiliency Master Plan. The plan will evaluate current system capacity and flood impacts; identify flood hazard areas; forecast potential impacts; develop a stakeholder-informed project prioritization tool based on risk tolerance; develop feasibility level designs; and recommend high-priority projects. In conjunction with this project the operating budget includes a Flood Mitigation Assistance Pilot Program to provide direct payments to property owners as well as outreach and education on floodproofing and flood insurance.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	1,500,000
Total FY 2023 Appropriations:	1,500,000

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; Comprehensive Plan

Anticipated Project Outcome: Identify flood vulnerable areas; scope flood resiliency project; apply for grant funding; implement highest priority projects; distribute grant funds for floodproofing on private property.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2023	FY 2023	FY 2027	FY 2027	1,500,000	1,500,000	-	-
Construction	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					1,500,000	1,500,000	-	-

Project Funding: This project is partially funded. The unfunded portion in FY 2026 represents a rough estimate for high-priority projects recommended by the plan. Actual funding needs for those projects will not be known until the plan is complete.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	-	1,500,000	-	-	-	-	-	1,500,000
Total Funded (\$)	-	1,500,000	-	-	-	-	-	1,500,000
Unfunded (SWM)	-	-	-	-	1,000,000	-	-	1,000,000
Total w/Unfunded (\$)	-	1,500,000	-	-	1,000,000	-	-	2,500,000

Operating Cost Impact: No measurable impact.

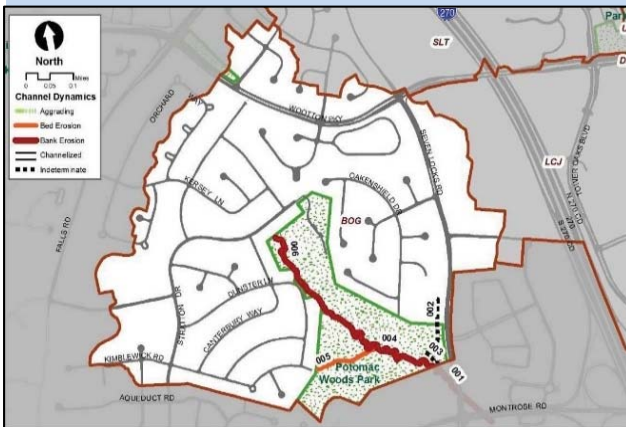
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	-	-	-

Project Manager: Meredith Neely, Principal Environmental Engineer, 240-314-8874.

Notes: This is a new project for FY 2023. FY 2023 work includes developing the Flood Resiliency Master Plan. Funding for the development and implementation of a new Flood Mitigation Assistance Pilot Program is included in the Environmental Management Division's operating budget.



Storm Drain Analysis and Spot Repair: Potomac Woods (SB23)



Description: This project inspects and analyzes storm drain infrastructure; designs and constructs storm drain improvements to alleviate possible capacity restrictions; repairs the Stratton Drive stormwater outfall; dredges the SWM Facility; and addresses a failed gabion endwall within Potomac Woods Park. Recent short-duration, high- intensity storms, such as the remnants of Hurricane Ida, resulted in private property damage within the Potomac Woods neighborhood and increased stream bank erosion within the park, demonstrating the need for this project.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	200,000
Total FY 2023 Appropriations:	200,000

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan, NPDES Permit; 2011 Cabin John Creek Watershed Assessment; Comprehensive Plan; 2010 Chesapeake Bay TMDL; 1972 Clean Water Act

Anticipated Project Outcome: Stabilization of stream banks, protection of public infrastructure and private property, and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2023	FY 2023	FY 2027	FY 2027	500,000	500,000	-	-
Construction	FY 2024	FY 2024	FY 2027	FY 2027	1,535,000	1,535,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,035,000	2,035,000	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	-	200,000	1,100,000	160,000	575,000	-	-	2,035,000
Total Funded (\$)	-	200,000	1,100,000	160,000	575,000	-	-	2,035,000
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	200,000	1,100,000	160,000	575,000	-	-	2,035,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	-	-	-

Project Manager: Gina Arnett, Senior Civil Engineer, 240-314-8517.

Notes: This is a new project for FY 2023. FY 2023 work includes a storm drain system alternative analysis.



Storm Drain Rehab & Improvement: FY21-FY25 (SA21)



Description: This sustainable program inspects and analyzes storm drain infrastructure; designs and constructs pipe extensions and surface drainage improvements; and rehabilitates or replaces structures and pipes. Project prioritization is based on multiple factors including public safety, the immediate risk to property, and the consequence of failure of the existing infrastructure.

Changes from Previous Year: Deferral of the design and construction of large diameter storm drains pending the outcome of the Flood Resiliency Master Plan resulted in a decrease in project funding.

Current Project Appropriations

Prior Appropriations:	1,418,279
Less Expended as of 4/20/22:	54,510
Total Carryover:	1,363,769
New Funding:	-
Total FY 2023 Appropriations:	1,363,769

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; Comprehensive Plan; 1972 Clean Water Act

Anticipated Project Outcome: Sustainable replacement and renewal of storm drain infrastructure and mitigation of existing capacity constraints resulting in improved system reliability.

Project Timeline and Total Cost by Type: Construction of the Crawford Drive and future corrugated metal pipe renewal projects have been deferred pending the outcome of the Flood Resiliency Master Plan.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	522,000	324,279	(197,721)	-38%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	4,977,000	2,162,000	(2,815,000)	-57%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					5,499,000	2,486,279	(3,012,721)	-55%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	1,418,279	-	46,000	1,022,000	796,000	2,372,000	-	5,654,279
Total Funded (\$)	1,418,279	-	46,000	1,022,000	796,000	2,372,000	-	5,654,279
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,418,279	-	46,000	1,022,000	796,000	2,372,000	-	5,654,279

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	-	-	-

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: FY 2023 work includes routine storm drain inspection and analysis, and the construction of the Denham Road Storm Drain Improvement and Outfall Stabilization projects. Projects are based on results of infrastructure assessments. Budget is based on comparable rehabilitation projects implemented within the last few years in Rockville, plus a 3 percent escalation factor.



Stream Restoration: Anderson Park/Plymouth Woods HOA (SA18)



Description: This project designs and constructs stream restoration within Anderson Park and Plymouth Woods HOA. This stream has highly eroded stream banks that endanger sanitary sewer infrastructure and private property, and are a significant source of sediment. Large sediment sources and potential sanitary sewer overflows reduce water quality within the watershed and ultimately the Chesapeake Bay.

Changes from Previous Year: MD SHA has reestablished their commitment as a partner responsible for the work on Plymouth Woods HOA property.

Current Project Appropriations

Prior Appropriations:	4,242,000
Less Expended as of 4/20/22:	327,955
Total Carryover:	3,914,045
New Funding:	-
Total FY 2023 Appropriations:	3,914,045

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; NPDES Permit; 2015 Watts Branch Watershed Assessment; Comprehensive Plan; 2010 Chesapeake Bay TMDL; 1972 Clean Water Act; SHA MOU

Anticipated Project Outcome: Stabilization of stream banks, protection of public infrastructure and private property, and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: Project scope and costs increased due to Nelson St. spot repair and coordination with SHA to fund restoration work on Plymouth Woods HOA private property. Construction was delayed because of the need for additional floodplain analysis. SHA temporarily withdrew from this project due to budgetary constraints related to COVID-19, but reestablished their commitment in Spring 2022.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2018	FY 2018	FY 2020	FY 2022	454,000	454,000	-	-
Construction	FY 2020	FY 2023	FY 2021	FY 2024	2,349,000	3,788,000	1,439,000	61%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,803,000	4,242,000	1,439,000	51%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	2,669,000	-	-	-	-	-	-	2,669,000
SHA (Other-SWM)	1,573,000	-	-	-	-	-	-	1,573,000
Total Funded (\$)	4,242,000	-	-	-	-	-	-	4,242,000
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	4,242,000	-	-	-	-	-	-	4,242,000

Operating Cost Impact: Five years, starting in FY 2025, of post-restoration stream stability monitoring as required by U.S. Army Corps of Engineers.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	47,000	-	-	-	47,000

Project Manager: Diron H. Baker, Senior Civil Engineer, 240-314-8533.

Notes: This project first appeared in the FY 2018 CIP under the title, Stream Restoration: Anderson Park. FY 2023 work includes start of construction.



Stream Restoration: Croydon Creek/Calvin Park Tributary (SB16)



Description: This project designs and constructs stream restoration at Croydon Creek and the Calvin Park Tributary to Rock Creek. These streams have highly eroded stream banks that are significant sources of sediment. Large sediment sources reduce water quality within the watershed and ultimately the Chesapeake Bay. This project also designs and constructs a park access path enhancement.

Changes from Previous Year: Funding for construction was removed from prior years' and shifted to FY 2024 to allow higher priority projects to move forward.

Current Project Appropriations

Prior Appropriations:	606,000
Less Expended as of 4/20/22:	437,664
Total Carryover:	168,336
New Funding:	-
Total FY 2023 Appropriations:	168,336

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; NPDES Permit; 2013 Rock Creek Watershed Assessment and Management Plan; 2010 Chesapeake Bay TMDL; Comprehensive Plan; 1972 Clean Water Act

Anticipated Project Outcome: Stabilization of eroding stream banks and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: The construction cost estimate increased due to additional stream restoration required to ensure stability and park trail improvements. Project timeline shifted due to the involvement of a historically significant dam, and to allow higher priority projects to move forward.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2017	FY 2017	FY 2019	FY 2022	636,000	536,000	(100,000)	-16%
Construction	FY 2019	FY 2024	FY 2020	FY 2026	3,192,000	4,640,000	1,448,000	45%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					3,828,000	5,176,000	1,348,000	35%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	100,000	-	-	-	-	-	-	100,000
Paygo (SWM)	506,000	-	-	-	-	-	-	506,000
Bonds (SWM)	-	-	4,570,000	-	-	-	-	4,570,000
Total Funded (\$)	606,000	-	4,570,000	-	-	-	-	5,176,000
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	606,000	-	4,570,000	-	-	-	-	5,176,000

Operating Cost Impact: Five years, starting in FY 2027, of post-restoration stream stability monitoring as required by U.S. Army Corps of Engineers.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	51,000	-	51,000

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: This project first appeared in the FY 2016 CIP.



Stream Restoration Spot Repairs: FY21-FY25 (SB21)



Description: This sustainable program designs and constructs stream restoration spot repairs. Spot repair projects are identified through previous watershed studies, monitoring reports, maintenance observations, and resident inquiries. Projects are prioritized by areas identified as posing an immediate risk to public safety, infrastructure, or with adverse impacts to public or private property. Major stream restoration projects are funded as separate CIP projects.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	397,000
Less Expended as of 4/20/22:	277,141
Total Carryover:	119,859
New Funding:	450,000
Total FY 2023 Appropriations:	569,859

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; NPDES Permit; 2011 Cabin John Creek, 2013 Rock Creek, and 2015 Watts Branch Watershed Assessments; 2010 Chesapeake Bay TMDL; Comprehensive Plan; 1972 Clean Water Act

Anticipated Project Outcome: Stabilization of stream banks, protection of public infrastructure and private property, and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: Project schedule and funding was adjusted to address emergency spot repairs at Cabin John Parkway. Recently identified and prioritized spot repairs have been added to the project.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	333,000	199,850	(133,150)	-40%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	485,000	1,197,150	712,150	147%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					818,000	1,397,000	579,000	71%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	397,000	450,000	100,000	450,000	450,000	450,000	-	2,297,000
Total Funded (\$)	397,000	450,000	100,000	450,000	450,000	450,000	-	2,297,000
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	397,000	450,000	100,000	450,000	450,000	450,000	-	2,297,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	-	-	-

Project Manager: Diron H. Baker, Senior Civil Engineer, 240-314-8533.

Notes: FY 2023 work includes the design and construction of the Glenora Park spot repairs. The budget is estimated based on the size of the specific spot repair comparable to other stream restoration spot repairs implemented within the last five years.



Stream Restoration: Watts Branch – Lower Stream (SA19)



Description: This project designs and constructs stream restoration at the Watts Branch - Lower Stream from Wootton Parkway to the city limits. This stream has highly eroded stream banks that are significant sources of sediment. Large sediment sources reduce the water quality within the watershed and ultimately the Chesapeake Bay.

Changes from Previous Year: The start of construction was deferred an additional year to allow for the prioritization of the Flood Resiliency Master Plan (SA23) CIP project.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan; NPDES Permit; 2015 Watts Branch Watershed Assessment; 2010 Chesapeake Bay TMDL; Comprehensive Plan; 1972 Clean Water Act

Anticipated Project Outcome: Stabilization of eroding stream banks, protection of public infrastructure, and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: The project was deferred since there is low risk of immediate failure, because of the significant progress that the City has gained towards compliance with the new NPDES permit, and to allow for the prioritization of the Flood Resiliency Master Plan (SA23) CIP project.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2020	FY 2025	FY 2022	FY 2028	460,000	503,000	43,000	9%
Construction	FY 2022	FY 2028	FY 2023	FY 2029	4,982,000	5,424,000	442,000	9%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					5,442,000	5,927,000	485,000	9%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	-	-	-	503,000	-	-	5,424,000	5,927,000
Total Funded (\$)	-	-	-	503,000	-	-	5,424,000	5,927,000
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	503,000	-	-	5,424,000	5,927,000

Operating Cost Impact: Five years, starting in FY 2030, of post-restoration stream stability monitoring as required by U.S. Army Corps of Engineers.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	-	-	-	-	-	-	89,000	89,000

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: This project first appeared in the FY 2019 CIP.



SWM Facilities Improvement: FY21-FY25 (SC21)



Description: This sustainable program assesses, designs, rehabilitates, constructs, decommissions, and maintains stormwater management (SWM) facilities. This project improves water quality, aesthetics, and flood control; promotes wildlife; and restores facility function. Projects are identified and prioritized through planning and the City watershed study.

Changes from Previous Year: Added funding based on a programmatic shift to increase resiliency and sustainability of SWM facilities through expanded sediment removal to ensure continued compliance with regulatory standards and functionality.

Current Project Appropriations

Prior Appropriations:	3,327,717
Less Expended as of 4/20/22:	483,341
Total Carryover:	2,844,376
New Funding:	1,100,000
Total FY 2023 Appropriations:	3,944,376

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: NPDES Permit; Comprehensive Plan; 2010 Chesapeake Bay TMDL; 2007 SWM Act; 1972 Clean Water Act

Anticipated Project Outcome: Enhancement of SWM facility function and reduction in TMDL pollutant loads.

Project Timeline and Total Cost by Type: Additional funding was added based on a programmatic shift for expanded sediment removal and recent construction cost estimates. Funding for a park amenity at Northeast Park was removed.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	495,000	1,086,676	591,676	120%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	3,933,767	5,541,041	1,607,274	41%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					4,428,767	6,627,717	2,198,950	50%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments. The City received a grant from the Department of Natural Resources (DNR) toward the construction of the Mt Vernon pond retrofit project.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (SWM)	2,977,717	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	-	8,477,717
DNR Grant (SWM)	350,000	-	-	-	-	-	-	350,000
Total Funded (\$)	3,327,717	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	-	8,827,717
Unfunded (SWM)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	3,327,717	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	-	8,827,717

Operating Cost Impact: Landscaping and non-native invasive control during permitting phase, maintenance, repairs.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
SWM	8,000	5,000	16,000	24,000	16,000	15,000	-	84,000

Project Manager: Diron H. Baker, Senior Civil Engineer, 240-314-8533.

Notes: FY 2023 work includes construction of Mt Vernon, Northeast Park, and the Villages of Tower Oaks; bathymetric studies of multiple SWM facilities; and the designs of Maryvale Park Pond and National Capital Research Park (Falls Grove 5) Pond. Projects are prioritized by surveying the amount of sediment accumulation within a facility, known as a bathymetric study.





Utilities Program Area Overview

Description: The projects in the Utilities Program Area focus on rehabilitating, modifying, and building new infrastructure for sustainable and resilient city water and wastewater systems including the water distribution system, water meters, water tanks, Water Treatment Plant (WTP), wastewater collection system, and the Blue Plains Advanced Wastewater Treatment Plant (owned and operated by DC Water).

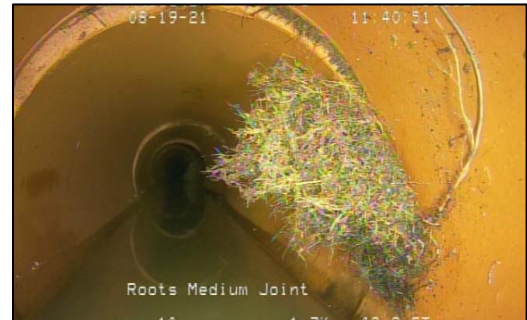
Goal: To protect public health, comply with federal and State safe drinking water and clean water regulations, preserve and improve the reliability of water and wastewater infrastructure, and support existing and planned development consistent with the Comprehensive Plan.

New project(s) for FY 2023:

- SCADA Cybersecurity (UA23)
- Water Treatment Plant Sludge Dewatering Replacement (UB23)

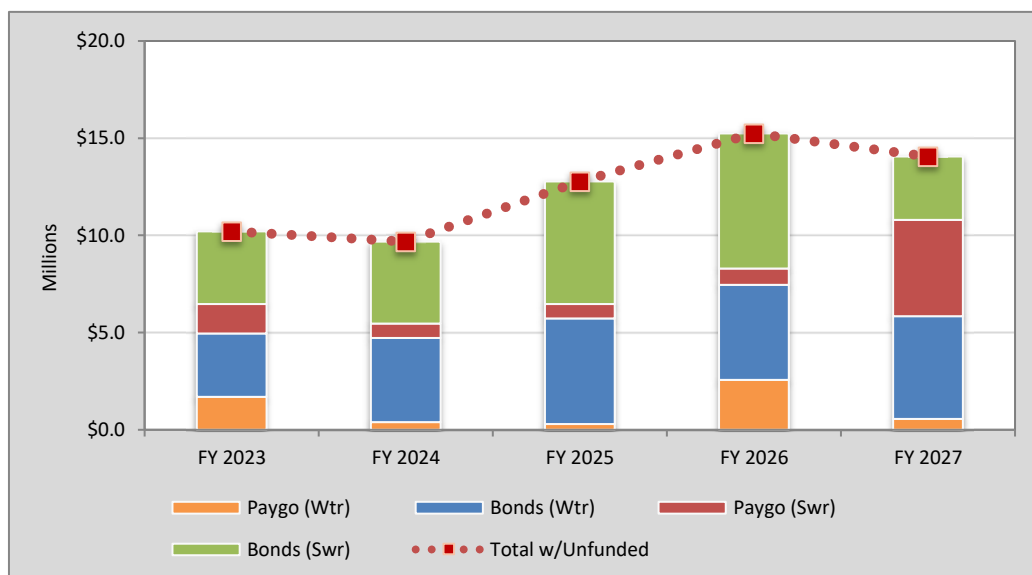
Project(s) closed for FY 2023:

- Water Treatment Plant Filter Media Replacement (UB18)
- Water Treatment Plant Raw Water Infrastructure Protection (UA19)



Sanitary sewer main with root in joint defect that requires rehabilitation (top); water meter and appurtenances (bottom)

FY 2023 - FY 2027 New Funding Schedule



Utilities Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	25,257,000	10,210,000	9,678,000	12,776,000	15,249,000	14,056,000	6,864,000	94,090,000
Unfunded	-	-	-	-	-	-	-	-
Total with Unfunded (\$)	25,257,000	10,210,000	9,678,000	12,776,000	15,249,000	14,056,000	6,864,000	94,090,000



Blue Plains Wastewater Treatment: FY21-FY25 (UA21)



Description: This project is the city's cost-share to upgrade, expand, enhance, and improve wastewater treatment and solids handling at the DC Water Blue Plains Advanced Wastewater Treatment Plant (Blue Plains), the Washington Suburban Sanitary Commission (WSSC), and DC Water sanitary sewer transmission system. The city is allocated 9.31 million gallons per day (MGD) capacity of wastewater treatment.

Changes from Previous Year: FY 2023 funding decreased to reflect prior years' savings, and FY 2024 through FY 2026 funding increased based on WSSC's proposed capital budget.

Current Project Appropriations

Prior Appropriations:	7,463,000
Less Expended as of 4/20/22:	5,110,731
Total Carryover:	2,352,269
New Funding:	3,738,000
Total FY 2023 Appropriations:	6,090,269

Critical Success Factor: Efficient and Effective City Service Delivery

Mandate/Plan: Blue Plains Capacity Agreement between the city and WSSC dated September 12, 1975

Anticipated Project Outcome: Continued availability of 9.31 MGD of wastewater treatment capacity at Blue Plains.

Project Timeline and Total Cost by Type: Project total is based on actual expenditures and WSSC's proposed capital budget with the addition of projected capital equipment expenses for FY 2023-FY 2027.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	FY 2021	FY 2021	FY 2025	FY 2025	21,792,000	21,727,000	(65,000)	0%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					21,792,000	21,727,000	(65,000)	0%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Swr)	-	-	-	-	-	3,262,500	-	3,262,500
Bonds (Swr)	7,463,000	3,738,000	4,212,000	6,314,000	6,948,000	3,262,500	-	31,937,500
Total Funded (\$)	7,463,000	3,738,000	4,212,000	6,314,000	6,948,000	6,525,000	-	35,200,000
Unfunded (Swr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	7,463,000	3,738,000	4,212,000	6,314,000	6,948,000	6,525,000	-	35,200,000

Operating Cost Impact: No measurable impact.

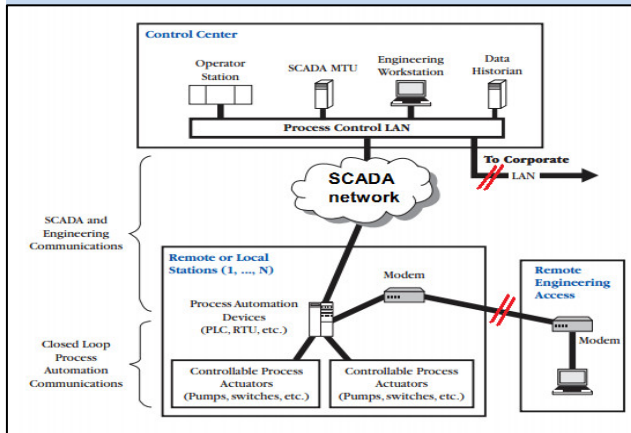
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Sewer	-	-	-	-	-	-	-	-

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: Budget is based on the Proposed WSSC FY 2023-FY 2028 Capital Improvement Program, plus capital equipment expenses, and reflects the allocated costs of Blue Plains spending attributed to the city through WSSC.



SCADA Cybersecurity (UA23)



Description: This project implements defense-in-depth cybersecurity network protection tools for the System Control and Data Acquisition (SCADA) system from internal and external threats. SCADA refers to a system that collects data from various sensors at the WTP, water, and wastewater systems, which is then sent to a central location to coordinate, manage, and control the systems.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	300,000
Less Expended as of 4/20/22:	-
Total Carryover:	300,000
New Funding:	-
Total FY 2023 Appropriations:	300,000

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: DHS Security Assessment; America's Water Infrastructure Act (AWIA) recommendations

Anticipated Project Outcome: A SCADA system with improved internal and external threat protection.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	FY 2022	FY 2022	FY 2024	FY 2024	300,000	300,000	-	-
Project Total (\$):					300,000	300,000	-	-

Project Funding: This project is fully funded with ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Grants (Wtr)	300,000	-	-	-	-	-	-	300,000
Total Funded (\$)	300,000	-	-	-	-	-	-	300,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	300,000	-	-	-	-	-	-	300,000

Operating Cost Impact: There will likely be recurring operating costs for software licenses and maintenance for this project; these needs will be defined once a solution is selected.

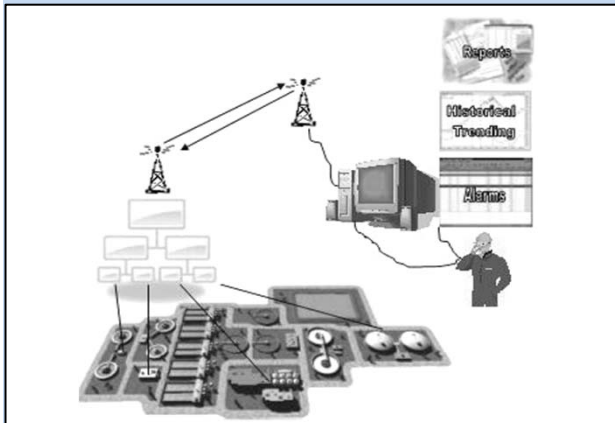
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	-	-	-

Project Manager: Benita Koch, IT Cybersecurity Manager, 240-314-8189.

Notes: This project was created during FY 2022 through a budget amendment. The solution(s) implemented will coordinate with those improvements addressed by the SCADA Improvements (UE16) CIP project. FY 2023 work includes gathering detailed requirements, market research of possible solutions, and survey of cybersecurity solutions implemented by similarly sized WTPs.



SCADA Improvements (UE16)



Description: This project connects pressure reducing valves (PRVs) at three WSSC water distribution interconnections to the city's existing System Control and Data Acquisition (SCADA) system and replaces the Water Treatment Plant's (WTP) obsolete programmable logic controllers and modules. SCADA refers to a system that collects data from various sensors at the WTP, water, and wastewater systems, which is then sent to a central location to coordinate, manage, and control the systems.

Changes from Previous Year: Prioritization of the legacy control system. Deferral of PRV connection to SCADA.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2011 SCADA System Evaluation Report

Anticipated Project Outcome: Ability to monitor the status of the pressure reducing valves at the WSSC interconnections. New SCADA infrastructure to support a sustainable facility.

Project Timeline and Total Cost by Type: Project timing was deferred and costs were adjusted to account for inflationary factors. Replacement of the legacy control system has been prioritized. Connecting PRVs to SCADA has been deferred.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2020	FY 2026	FY 2021	FY 2026	64,000	70,000	6,000	9%
Construction	FY 2021	FY 2024	FY 2022	FY 2027	341,000	853,000	512,000	150%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					405,000	923,000	518,000	128%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Wtr)	-	-	400,000	-	70,000	453,000	-	923,000
Total Funded (\$)	-	-	400,000	-	70,000	453,000	-	923,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	400,000	-	70,000	453,000	-	923,000

Operating Cost Impact: Electricity and communication costs for the three PRV locations.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	2,000	-	2,000

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: This project first appeared in the FY 2016 CIP. This project will coordinate with the SCADA Cybersecurity (UB23) CIP project. The legacy control system replacement proposed in FY 2024 does not require design.



Sewer Rehab & Improvement: FY21-FY25 (UC21)



Description: This sustainable program analyzes, plans, designs, monitors, and models sewer flows, and constructs sanitary sewer system replacements or rehabilitation identified through the preventative maintenance program. Typical rehabilitation consists of lining sewers with a cured-in-place liners. This project also funds replacing sewers to provide adequate capacity for future expansion.

Changes from Previous Year: Capacity projects are being deferred to ensure compliance with Financial Management Policies, which caused a decrease in project funding.

Current Project Appropriations

Prior Appropriations:	964,000
Less Expended as of 4/20/22:	227,133
Total Carryover:	736,867
New Funding:	1,527,000
Total FY 2023 Appropriations:	2,263,867

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Clean Water Act; Comprehensive Plan

Anticipated Project Outcome: Sustainable replacement and renewal of sanitary sewer infrastructure and mitigation of existing capacity constraints resulting in improved system reliability.

Project Timeline and Total Cost by Type: Funding levels were adjusted based on current assessments and project prioritization. Capacity projects are being deferred to promote compliance with Financial Management Policies, which caused a decrease in project funding.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	435,000	745,000	310,000	71%
Construction	FY 2021	FY 2021	FY 2025	FY 2025	7,003,000	3,233,000	(3,770,000)	-54%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					7,438,000	3,978,000	(3,460,000)	-47%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Swr)	964,000	1,527,000	749,000	738,000	839,000	1,684,000	-	6,501,000
Total Funded (\$)	964,000	1,527,000	749,000	738,000	839,000	1,684,000	-	6,501,000
Unfunded (Swr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	964,000	1,527,000	749,000	738,000	839,000	1,684,000	-	6,501,000

Operating Cost Impact: No measurable impact.

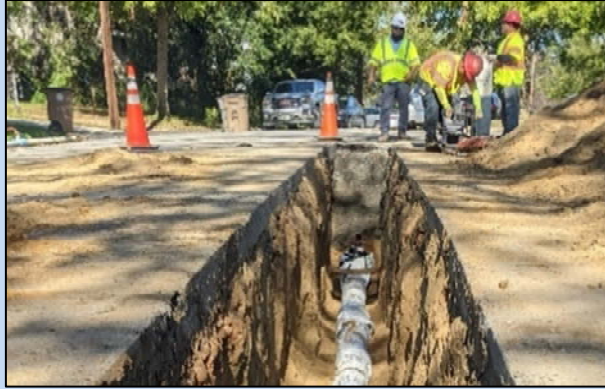
Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Sewer	-	-	-	-	-	-	-	-

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: FY 2023 work includes approximately 1.3 miles of sewer lining, construction of the Crawford Drive sewer replacement project, and sewer flow monitoring. The budget is based on cost estimates for specific sewer rehab and improvement projects identified through the sewer system preventative maintenance program, site specific failures, and sewer hydraulic modeling.



Water Main Rehab & Improvement: FY21-FY25 (UD21)



Description: This sustainable program plans, designs, and constructs improvements to water mains, tanks, and other elements of the city's aging water system. Tasks include increasing fire flows; inspecting and assessing the 24-inch transmission main; rehabilitating existing tuberculated pipes, valves, vaults, and appurtenances; increasing the diameter of undersized pipes; connecting dead-end pipe segments; and replacing pipes with a history of frequent water main breaks.

Changes from Previous Year: Funding was increased to reimburse WSSC for costs associated with the removal of the Montrose Road interconnect.

Current Project Appropriations

Prior Appropriations:	3,471,000
Less Expended as of 4/20/22:	2,322,920
Total Carryover:	1,148,080
New Funding:	3,255,000
Total FY 2023 Appropriations:	4,403,080

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Safe Drinking Water Act; 2008 Water Dist. System Master Plan; Comprehensive Plan

Anticipated Project Outcome: Sustainable water distribution system infrastructure resulting in improved fire flows, increased revenue, improved system reliability, and safe drinking water compliant with federal and State regulations.

Project Timeline and Total Cost by Type: Funding was increased to reimburse WSSC for costs associated with removal of the Montrose Road interconnect.

Type	Estimated Start		Estimated Completion		Estimated Cost (FY 2021 through FY 2025 only)			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2025	FY 2025	1,407,000	1,407,000	-	-
Construction	FY 2021	FY 2021	FY 2025	FY 2025	12,490,000	12,640,000	150,000	1%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					13,897,000	14,047,000	150,000	1%

Project Funding: This project is fully funded. This project is considered a routine capital maintenance project and is funded in five year increments.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Bonds (Wtr)	3,471,000	3,255,000	3,947,000	3,374,000	3,392,000	3,894,000	-	21,333,000
Total Funded (\$)	3,471,000	3,255,000	3,947,000	3,374,000	3,392,000	3,894,000	-	21,333,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	3,471,000	3,255,000	3,947,000	3,374,000	3,392,000	3,894,000	-	21,333,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	-	-	-

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: FY 2023 work includes pipe replacement on Reading Avenue, Lofstrand Lane, Taft Street, Edmonston Drive, Dean Drive, Grandin Avenue, Bernerd Place, Stillwell Road, Midway Avenue, North Street, Vallingby Circle, Tapiola Court, Crestview Drive, Crestview Court, Crawford Drive, and Rockshire Community. The proposed work each fiscal year is based on a prioritized list of specific water main rehabilitation and improvement projects, with cost estimates derived from recent projects. All fire hydrants flowing less than 500 gpm have been replaced as of FY 2022.



Water Meter Replacement and AMI Implementation (UB21)



Description: This project plans, designs, and constructs water meter replacements within the aging system, including inspection and rehabilitation of vaults, piping, valves, and appurtenances, and the implementation of advanced metering infrastructure (AMI). The city has approximately 12,000 single-family customers, 100 multi-family customers, and 750 non-residential customers in the water system.

Changes from Previous Year: SF meters and the AMI implementation were prioritized. Project title changed to reflect addition of single-family meter replacements and project scope increased to include consultant for technical support. This project received \$1,380,000 in ARPA funds during FY 2022.

Current Project Appropriations

Prior Appropriations:	1,411,000
Less Expended as of 4/20/22:	52,237
Total Carryover:	1,358,763
New Funding:	-
Total FY 2023 Appropriations:	1,358,763

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2019 Water Meter and Backflow Prevention Report

Anticipated Project Outcome: Continuous customer access to meter and usage data; sustainable water metering system with improved leak-detection; and cost of service rate data; and increased revenue.

Project Timeline and Total Cost by Type: Single-family meters and consultant support were added to the program and costs and timeline were updated to accommodate project reprioritization. This project received ARPA funds during FY 2022.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2021	FY 2021	FY 2028	FY 2023	450,000	600,000	150,000	33%
Construction	FY 2021	FY 2021	FY 2028	FY 2030	6,030,000	10,631,000	4,601,000	76%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					6,480,000	11,231,000	4,751,000	73%

Project Funding: This project is fully funded and includes \$1,380,000 in ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Bonds (Wtr)	31,000	-	370,000	2,050,000	1,500,000	1,400,000	4,500,000	9,851,000
Grants (Wtr)	1,380,000	-	-	-	-	-	-	1,380,000
Total Funded (\$)	1,411,000	-	370,000	2,050,000	1,500,000	1,400,000	4,500,000	11,231,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	1,411,000	-	370,000	2,050,000	1,500,000	1,400,000	4,500,000	11,231,000

Operating Cost Impact: No measurable impact.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	-	-	-

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: This project was added during FY 2020 under the title, "Commercial Water Meter Replacements." FY 2023 work includes hiring a consultant to assist in the solicitation, selection and implementation of Water Meter and AMI systems, and high priority multi-family and non-residential meter replacements. Current meter replacement estimated completion schedule is as follows: multi-family by FY 2025, single-family by FY 2027, and non-residential by FY 2030.



Water Treatment Plant Clarifier Improvements (UD16)



Description: This project designs and constructs improvements to the clarifiers, which includes replacing outdated mechanisms with new coated steel mechanisms. The Water Treatment Plant implemented the use of a new coagulant, ferric chloride, to meet EPA Stage 2 Disinfection Byproducts Regulations; however, ferric chloride has corrosive properties that can potentially accelerate deterioration of the clarifiers.

Changes from Previous Year: Schedule deferred to ensure compliance with Financial Management Policies. Funding increased to establish planning phase, which resulted in construction deferral. Clarifier #2 was added to project scope.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2009 Facility Plan; 2012 Water Quality Study; 2015 Structural Integrity Inspection Report

Anticipated Project Outcome: New clarifier mechanisms to support a sustainable facility.

Project Timeline and Total Cost by Type: Project schedule was deferred to promote compliance with Financial Management Policies. Funding was increased to establish a planning phase and as a result of the construction deferral. Clarifier #2 was added to the project scope.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2020	FY 2027	FY 2022	FY 2029	265,750	390,000	124,250	47%
Construction	FY 2020	FY 2030	FY 2022	FY 2031	1,897,000	2,074,000	177,000	9%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,162,750	2,464,000	301,250	14%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Wtr)	-	-	-	-	-	100,000	2,364,000	2,464,000
Total Funded (\$)	-	-	-	-	-	100,000	2,364,000	2,464,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	-	-	-	100,000	2,364,000	2,464,000

Operating Cost Impact: There are no ongoing operating cost impacts; however, there will be a one-time impact of approximately \$440,000 for the purchase of water from WSSC during the time the WTP must be shut down for construction, but the timing is unknown.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	-	-	-

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: This project first appeared in the FY 2016 CIP. Use of ferric chloride was implemented in FY 2017. Although the clarifiers are in serviceable condition, they are near the end of their design life and will be monitored due to ferric chloride's corrosive properties.



Water Treatment Plant Electrical, Roof, and HVAC Upgrades (UA17)



Description: This project designs and constructs upgrades for the Water Treatment Plant (WTP) electrical, roof, and HVAC systems, and second floor renovations. Major electrical system components are original (1958) and at or near the end of their useful life. Electrical system components and associated control systems will be replaced, rehabilitated, and relocated to improve electrical system reliability, safety, and capacity.

Changes from Previous Year: This project received \$750,000 in ARPA funds during FY 2022 as well as \$400,000 from other Water Fund projects that were closing to fund construction contingency. Security improvement funding was moved from the operating budget to this project, adding \$133,000.

Current Project Appropriations

Prior Appropriations:	10,683,000
Less Expended as of 4/20/22:	2,305,095
Total Carryover:	8,377,905
New Funding:	-
Total FY 2023 Appropriations:	8,377,905

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2009 Facility Plan; 2012 Water Quality Study; 2016 WTP Electrical System Feasibility Study

Anticipated Project Outcome: Safer, more reliable, and modern WTP.

Project Timeline and Total Cost by Type: Funding for design and construction was advanced two years. Additional funding was added for roof replacement, HVAC upgrades, and renovations to the 2nd floor (operations floor). This project received ARPA funds during FY 2022 and additional funding for security improvements and contingency.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2020	FY 2018	FY 2022	FY 2020	1,250,000	1,250,000	-	-
Construction	FY 2022	FY 2022	FY 2024	FY 2023	4,000,000	9,333,000	5,333,000	133%
Other (furniture/IT)	FY 2022	FY 2022	FY 2024	FY 2023	-	100,000	100,000	-
Project Total (\$):					5,250,000	10,683,000	5,433,000	103%

Project Funding: This project is fully funded and includes \$750,000 in ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Wtr)	778,000	-	-	-	-	-	-	778,000
Bonds (Wtr)	9,155,000	-	-	-	-	-	-	9,155,000
Grants (Wtr)	750,000	-	-	-	-	-	-	750,000
Total Funded (\$)	10,683,000	-	-	-	-	-	-	10,683,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	10,683,000	-	-	-	-	-	-	10,683,000

Operating Cost Impact: Replacement electrical parts. In addition, there will be a one-time impact of \$210,000 for the purchase of water from WSSC when the WTP is shut down during construction.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	5,000	-	-	-	-	-	5,000

Project Manager: John W. Hollida, Engineering Supervisor, 240-314-8526.

Notes: This project first appeared in the FY 2017 CIP. FY 2023 work includes construction of electrical improvements, roof replacement, and HVAC upgrades.



Water Treatment Plant Safety Improvements (UB19)



Description: This project assesses, plans, designs, and constructs safety improvements at the Water Treatment Plant. The purpose of this project is to comply with Occupational Safety and Health Administration (OSHA) Process Safety Management Regulations involving highly hazardous chemicals. The treatment process will be modified from the use of chlorine gas to bulk sodium hypochlorite, a safer alternative, consistent with the Process Safety Management Plan and Recommendation Report.

Changes from Previous Year: Funding was added and construction was delayed due to refined project requirements. This project received \$530,000 in ARPA funds during FY 2022.

Current Project Appropriations

Prior Appropriations:	965,000
Less Expended as of 4/20/22:	257,273
Total Carryover:	707,727
New Funding:	1,590,000
Total FY 2023 Appropriations:	2,297,727

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Safe Drinking Water Act; OSHA Process Safety Management Regulations; Process Safety Management Plan and Recommendation Report

Anticipated Project Outcome: Safer environment for staff and adjacent residents for the handling and use of chlorine gas.

Project Timeline and Total Cost by Type: Refined project requirements during the design phase caused project funding to be increased and construction delayed. This project received ARPA funds mid-FY 2022.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2019	FY 2020	FY 2022	170,000	345,000	175,000	103%
Construction	FY 2021	FY 2023	FY 2022	FY 2024	480,000	2,210,000	1,730,000	360%
Other	-	-	-	-	-	-	-	-
Project Total (\$):					650,000	2,555,000	1,905,000	293%

Project Funding: This project is fully funded and includes \$530,000 in ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Wtr)	435,000	1,590,000	-	-	-	-	-	2,025,000
Grants (Wtr)	530,000	-	-	-	-	-	-	530,000
Total Funded (\$)	965,000	1,590,000	-	-	-	-	-	2,555,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	965,000	1,590,000	-	-	-	-	-	2,555,000

Operating Cost Impact: Chemicals (cost of bulk sodium hypochlorite and more frequent deliveries).

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	34,000	-	-	-	-	34,000

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: This project first appeared in the FY 2019 CIP. FY 2023 work includes the construction of the bulk sodium hypochlorite system.



Water Treatment Plant Sludge Dewatering Replacement (UB23)



Description: This project designs and constructs replacement of the sludge dewatering equipment at the Water Treatment Plant. The current filter press dewaterers sludge from the treatment process, separating the liquids that are re-treated and the solids that are disposed of off-site. Dewatering the sludge is more cost effective and environmentally sustainable than hauling liquids. The existing filter press and associated components are more than 25 years old and have reached the end of their useful life.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	100,000
Total FY 2023 Appropriations:	100,000

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: 2009 Facility Plan; 2012 Water Quality Study

Anticipated Project Outcome: A sustainable facility with new sludge dewatering equipment.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2023	FY 2023	FY 2026	FY 2026	400,000	400,000	-	-
Construction	FY 2026	FY 2026	FY 2026	FY 2027	2,500,000	2,500,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					2,900,000	2,900,000	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Wtr)	-	100,000	-	300,000	2,500,000	-	-	2,900,000
Total Funded (\$)	-	100,000	-	300,000	2,500,000	-	-	2,900,000
Unfunded (Wtr)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	100,000	-	300,000	2,500,000	-	-	2,900,000

Operating Cost Impact: A rental filter press will be needed during construction; however, the cost and timing are unknown.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Water	-	-	-	-	-	-	-	-

Project Manager: Matthew Brew, Principal Civil Engineer, 240-314-8516.

Notes: This is a new project for FY 2023. FY 2023 work includes a planning phase to review new technologies and select the most sustainable sludge dewatering system.





General Government Program Area Overview

Description: The projects in the General Government Program Area focus on planning, designing, constructing, and rehabilitating city facilities (with the exception of the recreation facilities), and improving the city information and communication systems. Included are projects that do not clearly fit into one of the other program areas of the CIP.

Goal: To maintain and improve the city information and communication systems; provide adequate facilities for city staff to maintain and improve service delivery; and implement Climate Action Plan recommended solar and electric vehicle infrastructure into city facilities.

New project(s) for FY 2023:

Electric Vehicle Infrastructure (GA23)

Project(s) closed for FY 2023:

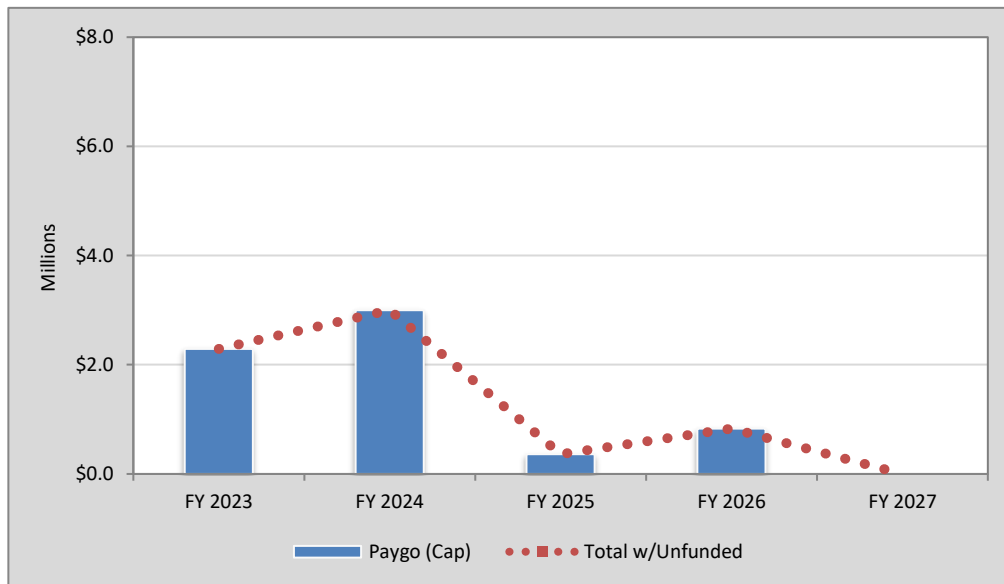
Electronic Plan Submission and Review Software (GA19)

Enterprise Resource Planning System (2B01)

Financial System Upgrade (GC21)



FY 2023 - FY 2027 New Funding Schedule



General Government Program Area Summary of Total Funding

	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Funded	19,181,689	2,292,500	3,000,000	362,500	833,000	-	-	25,669,689
Unfunded	-	-	-	-	-	-	-	-
Total with Unfunded (\$)	19,181,689	2,292,500	3,000,000	362,500	833,000	-	-	25,669,689



Core Financial, HR, & Procurement ERP (GA21)



Description: This project includes the analysis, purchase, and implementation of a core Financial, HR, and Procurement Enterprise Resource Planning (ERP) system for the city, as well as other modules, such as asset management. The city has funded the advisory services of Gartner in the IT operating budget to provide guidance on a variety of IT projects, including refining this project's scope and identifying resources needed.

Changes from Previous Year: Unobligated funding from the closed projects Financial System Upgrade (GC21) and Enterprise Resource Planning System (2B01) was consolidated into this project during FY 2022.

Current Project Appropriations

Prior Appropriations:	2,073,295
Less Expended as of 4/20/22:	-
Total Carryover:	2,073,295
New Funding:	-
Total FY 2023 Appropriations:	2,073,295

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: IT Strategic Plan

Anticipated Project Outcome: Increase in productivity and efficiency.

Project Timeline and Total Cost by Type: Unobligated funding from the closed projects Financial System Upgrade (GC21) and Enterprise Resource Planning System (2B01) was consolidated into this project during FY 2022. The timeline was accelerated from an estimated start and completion of FY 2026 and FY 2028 to FY 2022 and FY 2024.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	FY 2026	FY 2022	FY 2028	FY 2024	4,400,000	2,073,295	(2,326,705)	-53%
Project Total (\$):					4,400,000	2,073,295	(2,326,705)	-53%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	2,073,295	-	-	-	-	-	-	2,073,295
Total Funded (\$)	2,073,295	-	-	-	-	-	-	2,073,295
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	2,073,295	-	-	-	-	-	-	2,073,295

Operating Cost Impact: The city has engaged the services of Gartner to assist with refining the scope of this project and identifying the resources needed to maintain it. OCI includes license and maintenance agreements, which are partially offset by the funding currently budgeted for the existing finance and HR systems.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	519,710	-	-	-	-	519,710

Project Manager: Nicholas Obodo, Chief Information Officer, 240-314-8162.

Notes: This project first appeared in the FY 2021 CIP.



Data Center and Disaster Recovery Infrastructure Replacement (GB21)



Description: This project will make significant Data Center improvements and enhancements by giving access to more computing power and storage space as part of the 7-year replacement cycle for Data Center infrastructure. The result will be improved performance and responsiveness of city systems; simplified operational and maintenance activities; quick disaster recovery; reduced carbon footprint; and a smaller, denser, and more efficient and reliable Data Center.

Changes from Previous Year: Project has changed from unfunded to fully funded. Cost estimates were updated based on updated vendor quotes received during FY 2022.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	-
Total FY 2023 Appropriations:	-

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: IT Strategic Plan

Anticipated Project Outcome: A more efficient and reliable data center.

Project Timeline and Total Cost by Type: Total cost decreased based on updated vendor quote.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other	FY 2024	FY 2024	FY 2026	FY 2026	5,872,000	3,508,000	(2,364,000)	-40%
Project Total (\$):					5,872,000	3,508,000	(2,364,000)	-40%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	-	3,000,000	-	508,000	-	-	3,508,000
Total Funded (\$)	-	-	3,000,000	-	508,000	-	-	3,508,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	-	3,000,000	-	508,000	-	-	3,508,000

Operating Cost Impact: Additional maintenance costs related to equipment funded in this project.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	155,200	155,200

Project Manager: Nicholas Obodo, Chief Information Officer, 240-314-8162.

Notes: This project first appeared in the FY 2021 CIP.



Electric Vehicle Infrastructure (GA23)



Description: This project plans, procures, designs, permits, and installs a phased approach to electric vehicle (EV) charging infrastructure on city property and possibly rights-of-way adjacent to city facilities, to serve the city fleet, and potentially employees and the community. The project includes tools and equipment to maintain the electric vehicle fleet. Phase I is electrification of light duty fleet in FY 2023 per the fleet replacements. Phase II is electrification of heavy duty fleet in FY 2025. In conjunction with this project, a community EV readiness plan was funded during FY 2022 in the operating budget.

Changes from Previous Year: None.

Current Project Appropriations

Prior Appropriations:	-
Less Expended as of 4/20/22:	-
Total Carryover:	-
New Funding:	792,500
Total FY 2023 Appropriations:	792,500

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Climate Action Plan, Comprehensive Plan, Mayor and Council Priority Initiative to adopt a sustainable fleet policy

Anticipated Project Outcome: Reduced greenhouse gases and air pollution; increased electrification capabilities to serve city and community needs.

Project Timeline and Total Cost by Type: No change.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2023	FY 2023	FY 2025	FY 2025	300,000	300,000	-	-
Construction	FY 2023	FY 2023	FY 2027	FY 2027	1,180,000	1,180,000	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					1,480,000	1,480,000	-	-

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	-	792,500	-	362,500	325,000	-	-	1,480,000
Total Funded (\$)	-	792,500	-	362,500	325,000	-	-	1,480,000
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	-	792,500	-	362,500	325,000	-	-	1,480,000

Operating Cost Impact: Electricity, station operations, and maintenance, which may be offset by savings in fuel and vehicle maintenance across multiple departments; however, the amount and timing are unknown.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	-	-	-	-	-	-	-

Project Manager: Meredith Neely, Principal Environmental Engineer, 240-314-8874.

Notes: This is a new project for FY 2023. FY 2023 project work includes Phase I work to design (\$125,000) and purchase and install (\$667,500) charging infrastructure.



Gude Yard Recycle Transfer Enclosure (GC19)



Description: This project installs a new enclosure at the Gude Maintenance Facility for city trucks to transfer recycle loads to trailers for haul-off. The new structure allows the transfer work to occur under cover; provides fire suppression; stops windblown material in the yard and surrounding properties; improves vehicular traffic around the facility; improves recycling program efficiency; and increases contract hauling/processing options.

Changes from Previous Year: The city unsuccessfully pursued offsite alternatives to constructing this enclosure in FY 2022. This project received \$533,345 in ARPA funds during FY 2022.

Current Project Appropriations

Prior Appropriations:	533,345
Less Expended as of 4/20/22:	-
Total Carryover:	533,345
New Funding:	-
Total FY 2023 Appropriations:	533,345

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: MDE Solid Waste Transfer Operations Directives

Anticipated Project Outcome: More flexibility to choose haulers and processing plants; reduced windblown recycling materials; safer storage of recycling materials; savings of fuel, city truck wear, and emissions.

Project Timeline and Total Cost by Type: The project has been delayed due to changes in scope and to explore project alternatives. This project received ARPA funds during FY 2022.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2022	FY 2019	FY 2022	55,706	55,706	-	-
Construction	FY 2019	FY 2023	FY 2020	FY 2023	477,639	477,639	-	-
Other	-	-	-	-	-	-	-	-
Project Total (\$):					533,345	533,345	-	-

Project Funding: This project is fully funded by ARPA funding.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Grants (Ref)	533,345	-	-	-	-	-	-	533,345
Total Funded (\$)	533,345	-	-	-	-	-	-	533,345
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	533,345	-	-	-	-	-	-	533,345

Operating Cost Impact: Electricity (General Fund) and maintenance and repair (Refuse Fund). Additional maintenance funding will be needed in future years as the facility ages.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	-	500	-	-	-	-	-	500
Refuse	-	4,000	-	-	-	-	4,000	8,000

Project Manager: Meredith Neely, Principal Environmental Engineer, 240-314-8874.

Notes: This project first appeared in the FY 2019 CIP. FY 2023 includes the completion of construction.



I-Net Security Enhancements (GA18)



Description: This project will make significant institutional network security improvements and enhancements. The city's institutional network and systems were not designed for today's internal and external high risk information security and ever evolving threats. The city conducted a Risk and Vulnerability Assessment in 2018; this project covers the critical remediation actions recommended in this report.

Changes from Previous Year: Project was planned to close in FY 2022, but due to supply chain issues delays will remain open into FY 2023.

Current Project Appropriations

Prior Appropriations:	2,539,925
Less Expended as of 4/20/22:	2,395,855
Total Carryover:	144,070
New Funding:	-
Total FY 2023 Appropriations:	144,070

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: IT Strategic Plan; 2018 Risk and Vulnerability Assessment Report

Anticipated Project Outcome: Updated and secure IT infrastructure.

Project Timeline and Total Cost by Type: Funding was added to cover the critical remediation actions recommended in the 2018 Risk and Vulnerability Assessment Report. Project completion was delayed due to supply chain issues.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Other (IT services & equip.)	FY 2018	FY 2018	FY 2021	FY 2023	800,000	2,539,925	1,739,925	217%
Project Total (\$):					800,000	2,539,925	1,739,925	217%

Project Funding: This project is fully funded.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	1,766,000	-	-	-	-	-	-	1,766,000
Paygo (Act)	773,925	-	-	-	-	-	-	773,925
Total Funded (\$)	2,539,925	-	-	-	-	-	-	2,539,925
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	2,539,925	-	-	-	-	-	-	2,539,925

Operating Cost Impact: Additional maintenance costs related to equipment funded in this project.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	277,140	300,000	-	-	-	-	-	577,140

Project Manager: Nicholas Obodo, Chief Information Officer, 240-314-8162.

Notes: This project first appeared in FY 2018. FY 2023 work includes project completion and close out.



Maintenance and Emergency Operations Facility Improvements (GD19)



Description: This project includes the purchase of a 50,000+ square foot commercial building located at 6 Taft Court, adjacent to the city's Gude Maintenance Facility (Gude), and Phase I renovation. Phase I creates an Emergency Operations Center and renovates two floors of the north wing and atrium for city employees currently working at Gude, which is past its life span and does not meet accessibility standards or provide adequate space for current operations.

Changes from Previous Year: Funding was added during FY 2022 and for FY 2023 due to increased project costs and expanded project scope. This project received \$900,000 in ARPA funds during FY 2022.

Current Project Appropriations

Prior Appropriations:	14,035,124
Less Expended as of 4/20/22:	6,439,350
Total Carryover:	7,595,774
New Funding:	1,500,000
Total FY 2023 Appropriations:	9,095,774

Critical Success Factor: Stewardship of Infrastructure/Env.

Mandate/Plan: Continuation of Gude Maintenance Facility Improvements

Anticipated Project Outcome: Functional, accessible, and modern building to house maintenance and emergency operations as well as other City programs and resources.

Project Timeline and Total Cost by Type: Original scope and timeline changed to include building purchase and Phase I renovation. Timeline delayed to complete a Master Space Plan for the ultimate use of both 6 Taft Court and City Hall. This project received ARPA funds during FY 2022.

Type	Estimated Start		Estimated Completion		Estimated Cost			
	Original	Current	Original	Current	Original	Current	\$ Change	% Change
Planning / Design	FY 2019	FY 2019	FY 2020	FY 2022	955,124	300,000	(655,124)	-69%
Construction	FY 2021	FY 2022	FY 2022	FY 2023	6,367,500	9,155,124	2,787,624	44%
Other (land acquisition/FFE)	-	FY 2019	-	FY 2019	-	6,080,000	6,080,000	-
Project Total (\$):					7,322,624	15,535,124	8,212,500	112%

Project Funding: This project includes \$900,000 in ARPA funding. Additional funding will be required to renovate remaining floors of 6 Taft Court and City Hall pending decisions on options from the Master Space Plan.

Source	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
Paygo (Cap)	6,135,124	1,500,000	-	-	-	-	-	7,635,124
Bonds (Cap)	7,000,000	-	-	-	-	-	-	7,000,000
Grants (Cap)	900,000	-	-	-	-	-	-	900,000
Total Funded (\$)	14,035,124	1,500,000	-	-	-	-	-	15,535,124
Unfunded (Cap)	-	-	-	-	-	-	-	-
Total w/Unfunded (\$)	14,035,124	1,500,000	-	-	-	-	-	15,535,124

Operating Cost Impact: General facility maintenance and utilities. Additional costs for the remainder of the building will be identified in a future phase. OCI has been phased based on construction timing for Phase I.

Fund	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future	Total
General	70,000	88,550	167,950	-	-	-	-	326,500

Project Manager: John W. Hollida, Engineering Supervisor, 240-314-8526.

Notes: This project first appeared in the FY 2019 CIP. FY 2023 work includes Phase I construction completion. Staff is working to coordinate the inclusion of solar panels and electric vehicle charging stations at the site. In accordance with the "Incorporation of Works of Art in Public Architecture" (AIPA) ordinance, the General Fund will contribute \$15,000 to the AIPA Program in FY 2023.





Non-Departmental Revenues and Expenses by Fund

Non-Departmental revenues and expenses are defined as income or obligations that are not directly attributable to one particular department or activity. A majority of the revenues in this category represent tax revenue, utility charges for services, and investment related income. Expenses in this category represent overhead or “costs of doing business.” For example, items that the city must continue to fund in order to operate, like the purchase of citywide insurance, or where a long-standing financial commitment exists, such as debt service and the city-funded disability program, are included in this area. The majority of the revenues and expenses in the Non-Departmental budget are managed by the Department of Finance.

Summary of the FY 2023 Non-Departmental Budget

	General	Speed Camera	Debt Service	Water	Sewer	Refuse	SWM	Parking	RedGate	Total All Funds
Revenue (\$)	78,922,820	1,000	4,422,000	13,792,590	15,691,550	6,717,400	5,458,240	1,743,670	1,400	126,750,670
Expense (\$)	15,689,230	210,130	4,471,500	6,447,330	7,672,290	2,007,110	2,163,480	1,059,950	101,480	39,822,500

	General			Speed Camera			Debt Service		
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted
<i>Revenue</i>									
Property Taxes	44,327,269	44,890,000	45,950,000	-	-	-	-	-	-
Other Gov't.	23,318,757	22,113,980	27,293,460	-	-	-	-	-	-
Fine/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	26,024	201,000	251,000	999	10,000	1,000	2,333	22,000	22,000
Charges for Serv.	2,442	15,000	2,000	-	-	-	-	-	-
Licenses/Permits	108,947	130,000	130,000	-	-	-	-	-	-
Other Revenue	4,261,393	5,046,880	5,296,360	-	-	-	3,272	-	-
Total Revenue	72,044,832	72,396,860	78,922,820	999	10,000	1,000	5,605	22,000	22,000
Transfers In	-	-	-	-	-	-	5,820,000	4,500,000	4,400,000
Total (\$)	72,044,832	72,396,860	78,922,820	999	10,000	1,000	5,825,605	4,522,000	4,422,000
<i>Expenses</i>									
Personnel	1,832,395	1,737,730	1,925,940	5,772	4,860	4,860	-	-	-
Operating	627,311	1,013,230	1,073,560	4,336	25,900	26,070	8,190	40,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	-	-	-	177,000	174,000	179,200	-	-	-
Other	-	20,000	20,000	-	-	-	93,745	-	-
Total Oper. Exp.	2,459,706	2,770,960	3,019,500	187,108	204,760	210,130	101,935	40,000	-
Principal	-	-	-	-	-	-	5,226,048	3,722,500	3,705,400
Interest	-	-	-	-	-	-	1,054,013	894,000	766,100
CIP Transfer	7,507,000	7,000,000	7,000,000	-	-	-	-	-	-
Transfers Out	6,915,440	6,146,410	5,669,730	-	-	-	-	-	-
Total (\$)	16,882,146	15,917,370	15,689,230	187,108	204,760	210,130	6,381,996	4,656,500	4,471,500



Non-Departmental Revenues and Expenses by Fund (continued)

	Water			Sewer			Refuse		
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted
<i>Revenue</i>									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Gov't.	-	-	-	-	-	-	-	-	-
Fine/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	102,913	-	-	3,501	-	1,000	2,394	9,080	7,500
Charges for Serv.	12,128,723	13,029,000	13,130,000	15,647,081	15,011,800	15,395,000	6,237,052	6,423,200	6,649,500
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	633,842	310,430	310,430	853,892	296,380	295,550	23,866	9,100	10,100
Total Revenue	12,865,478	13,339,430	13,440,430	16,504,474	15,308,180	15,691,550	6,263,312	6,441,380	6,667,100
Transfers In	306,590	333,190	352,160	-	-	-	46,730	48,200	50,300
Total (\$)	13,172,068	13,672,620	13,792,590	16,504,474	15,308,180	15,691,550	6,310,042	6,489,580	6,717,400
<i>Expenses</i>									
Personnel	101,177	210,850	146,850	94,766	110,290	89,290	128,356	189,140	134,140
Operating	170,921	146,370	230,280	142,888	134,560	167,490	42,162	148,340	109,870
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	1,292,000	1,375,000	1,410,500	637,000	639,000	608,400	1,119,000	1,137,000	1,218,400
Other	3,485,648	3,609,700	3,609,700	5,098,346	5,334,950	5,334,950	466,609	531,900	531,900
Total Oper. Exp.	5,049,746	5,341,920	5,397,330	5,973,000	6,218,800	6,200,130	1,756,127	2,006,380	1,994,310
Principal	-	-	-	-	-	-	-	-	-
Interest	919,868	960,000	1,050,000	1,170,463	1,205,000	1,120,000	21,631	17,500	12,800
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	306,590	333,190	352,160	-	-	-
Total (\$)	5,969,614	6,301,920	6,447,330	7,450,053	7,756,990	7,672,290	1,777,758	2,023,880	2,007,110



Non-Departmental Revenues and Expenses by Fund (continued)

	Stormwater Management			Parking			RedGate Golf Course		
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted	FY 2021 Actual	FY 2022 Adopted	FY 2023 Adopted
<i>Revenue</i>									
Property Taxes	-	-	-	147,019	159,000	124,000	-	-	-
Other Gov't.	-	-	-	315,001	315,000	319,000	-	-	-
Fine/Forfeitures	-	-	-	-	-	-	-	-	-
Use Money/Prop.	6,421	31,000	31,100	511	51,000	2,500	-	-	-
Charges for Serv.	5,122,546	5,140,000	5,398,000	-	-	-	-	-	-
Licenses/Permits	-	-	-	-	-	-	-	-	-
Other Revenue	109,983	29,140	29,140	60,771	198,170	198,170	1,333	1,400	1,400
Total Revenue	5,238,950	5,200,140	5,458,240	523,302	723,170	643,670	1,333	1,400	1,400
Transfers In	-	-	-	1,950,000	1,500,000	1,100,000	-	-	-
Total (\$)	5,238,950	5,200,140	5,458,240	2,473,302	2,223,170	1,743,670	1,333	1,400	1,400
<i>Expenses</i>									
Personnel	96,480	127,030	97,030	15,437	13,830	13,830	-	-	-
Operating	31,849	94,290	95,390	5,802	27,180	27,390	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Administrative	773,000	770,000	797,300	90,000	88,000	129,300	-	-	-
Other	940,057	1,164,260	1,164,260	203,178	173,530	173,530	100,549	100,600	100,600
Total Oper. Exp.	1,841,386	2,155,580	2,153,980	314,417	302,540	344,050	100,549	100,600	100,600
Principal	-	-	-	-	-	-	-	-	-
Interest	27,047	12,060	9,500	808,902	759,100	715,900	2,379	1,760	880
CIP Transfer	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total (\$)	1,868,433	2,167,640	2,163,480	1,123,319	1,061,640	1,059,950	102,928	102,360	101,480



Full Time Equivalent Position Summary

The city's total regular staffing level increased by a net 13.7 regular full time equivalent (FTE) positions from the FY 2022 budget to the FY 2023 budget. The table below includes the changes to regular FTEs by fund and by department, along with the associated personnel budget impact. The following two pages contain a five year presentation of the city's regular and temporary FTEs by fund and department.

General Fund			12.7
Mayor and Council			0.5
Boards and Commissions Coordinator (217)	\$50,500	0.5	
City Manager's Office			4.5
ADA Coordinator (215)	\$46,320	0.5	
Principal Buyer (220)	\$115,240	1.0	
Culture, Arts, and History Coordinator (217)	\$101,030	1.0	
Grants Manager (218)	\$105,550	1.0	
Senior Projects Manager (220)	\$115,780	1.0	
Community Planning & Devel. Services (CPDS)			2.0
Senior Planner (218)*	\$211,100	2.0	
Information Technology			-
Application Developer (222)**	(\$126,500)	(1.0)	
Information Systems Security Engineer (220)	\$115,780	1.0	
General Fund (continued)			
Police			1.5
Police Major (PL119)*	\$130,910	1.0	
Police Service Aide (209)	\$35,030	0.5	
Public Works			1.0
Sustainability Program Manager (220)	\$115,780	1.0	
Recreation and Parks			3.2
Rec. and Parks Program Specialist (214)	\$15,490	0.2	
Senior Center Program Specialist (211)	\$88,740	1.0	
Senior Construction Projects Mgr. (223)*	\$132,230	1.0	
Special Events Coordinator (217)	\$101,030	1.0	
Water Fund			1.0
Public Works			1.0
Maintenance Worker III (105)	\$71,210	1.0	

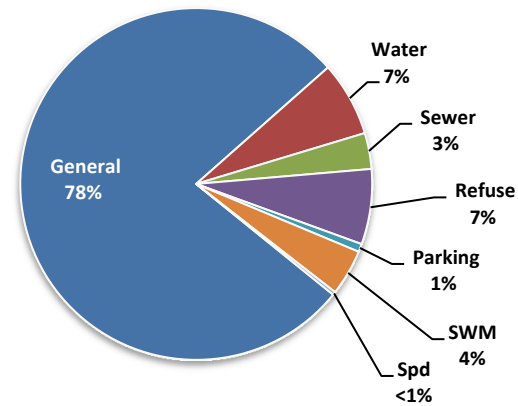
*These positions were frozen and unfunded towards the end of the FY 2021 budget process, but have been restored for FY 2023.

**This position was frozen and unfunded for FY 2023.



Full Time Equivalent Position Summary by Fund

All regular and temporary positions are charged against a fund (or funds) based on the scope of the work being performed. Of the city's eleven operating funds, seven funds support employee salaries and benefits for FY 2023. Below is the breakdown of FTEs added and deleted by fund for FY 2023. The city's largest fund, the General Fund, supports 78 percent of all regular FTEs.



Total Regular Positions by Fund

	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	Additions	Deletions	FY 2023 Adopted	FTE Change
General	402.95	406.15	402.35	405.35	13.70	(1.00)	418.05	12.70
Water	36.75	35.95	35.95	35.95	1.00	-	36.95	1.00
Sewer	18.60	17.90	17.90	17.90	-	-	17.90	-
Refuse	33.20	34.20	37.20	37.20	-	-	37.20	-
Parking	4.00	4.00	4.00	4.00	-	-	4.00	-
Stormwater Management	21.10	22.90	22.90	22.90	-	-	22.90	-
Speed Camera	1.50	1.50	1.50	1.50	-	-	1.50	-
Regular FTE Total	518.10	522.60	521.80	524.80	14.70	(1.00)	538.50	13.70

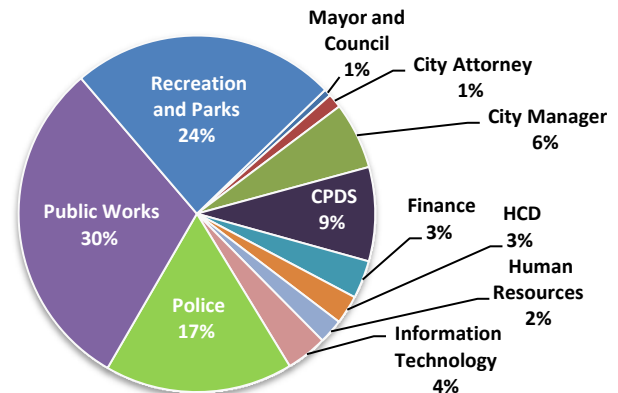
Total Temporary Positions by Fund

	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	Additions	Deletions	FY 2023 Adopted	FTE Change
General	94.1	94.8	95.7	93.0	5.0	(0.8)	97.2	4.2
Water	0.8	0.3	0.8	0.3	-	-	0.3	-
Sewer	0.3	0.3	-	0.3	-	-	0.3	-
Refuse	2.5	2.5	3.5	2.0	-	-	2.0	-
Stormwater Management	0.3	0.3	0.2	0.3	-	-	0.3	-
Temporary FTE Total	98.0	98.2	100.2	95.9	5.0	(0.8)	100.1	4.2
All FTE Total	616.1	620.8	622.0	620.7	19.7	(1.8)	638.6	17.9



Full Time Equivalent Position Summary by Department

All regular and temporary positions are charged to one of the city's eleven operating departments. No positions are charged against the multi-year capital budget. Below is the breakdown of FTEs added and deleted by department for FY 2023. The city's two largest departments, Public Works and Recreation and Parks, support approximately 54 percent of all regular FTEs.



Total Regular Positions by Department

	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	Additions	Deletions	FY 2023 Adopted	FTE Change
Mayor and Council	3.0	3.0	3.0	3.0	0.5	-	3.5	0.5
City Attorney	6.0	7.0	7.0	7.0	-	-	7.0	-
City Manager	27.0	27.0	27.0	28.0	4.5	-	32.5	4.5
CPDS	41.0	50.0	47.0	44.0	2.0	-	46.0	2.0
Finance	18.5	18.5	18.5	18.5	-	-	18.5	-
HCD	-	-	-	14.0	-	-	14.0	-
Human Resources	12.0	12.0	12.0	12.0	-	-	12.0	-
Information Technology	19.0	20.0	20.0	20.0	1.0	(1.0)	20.0	-
Police	96.5	89.5	90.5	90.5	1.5	-	92.0	1.5
Public Works	156.0	158.5	161.5	161.5	2.0	-	163.5	2.0
Recreation and Parks	139.1	137.1	135.3	126.3	3.2	-	129.5	3.2
Regular FTE Total	518.1	522.6	521.8	524.8	14.7	(1.0)	538.5	13.7

Total Temporary Positions by Department

	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	Additions	Deletions	FY 2023 Adopted	FTE Change
Mayor and Council	0.2	0.2	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-	-
City Manager	1.6	1.5	1.5	1.5	-	-	1.5	-
CPDS	-	-	-	1.6	-	-	1.6	-
Finance	-	-	-	-	-	-	-	-
HCD	-	-	-	1.9	-	-	1.9	-
Human Resources	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-
Public Works	4.5	4.0	5.0	3.4	-	-	3.4	-
Recreation and Parks	91.7	92.5	93.7	87.5	5.0	(0.8)	91.7	4.2
Temporary FTE Total	98.0	98.2	100.2	95.9	5.0	(0.8)	100.1	4.2

All FTE Total	616.1	620.8	622.0	620.7	19.7	(1.8)	638.6	17.9
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FY 2023 Position Control Summary by Department

Department: Mayor and Council 3.5

Division: Office of the City Clerk/Dir. Council Ops. 3.5

Boards and Commissions Coordinator (217)	0.5
City Clerk/Director of Council Ops. (appointed)	1.0
Deputy City Clerk (217)	1.0
Executive Assistant (215)	1.0

Department: Office of the City Attorney 7.0

Division: Office of the City Attorney 7.0

Assistant to the City Attorney (220)	1.0
City Attorney (appointed)	1.0
Deputy City Attorney (302)	1.0
Legal Executive Assistant (215)	1.0
Senior Assistant City Attorney (226)	3.0

Department: Finance 18.5

Division: Administration and Budget 5.0

Chief Financial Officer/Director (303)	1.0
Deputy Chief Financial Officer (302)	1.0
Financial Systems Manager (224)	1.0
Management and Budget Analyst (220)	1.0
Senior Management and Budget Analyst (221)	1.0

Division: Accounting and Control 7.5

Accountant (217)	1.0
Division Director Accounting (301)	1.0
Fiscal Assistant (211)	1.5
Payroll Supervisor (216)	1.0
Senior Accountant (220)	1.0
Senior Fiscal Assistant (212)	2.0

Division: Utility Billing 6.0

Utility Billing and Revenue Manager (223)	1.0
Utility Revenue Specialist (211)	5.0

Department: City Manager 32.5

Division: Administration & Community Engagement 12.0

Cost Center: Administration 10.0

ADA Coordinator (215)	0.5
Administrative Assistant (211)	1.0
Advisor to the City Manager for DEI (220)	1.0
City Hall Facilities Specialist (209)	0.5

Department: City Manager (continued)

Division: Administration & Comm. Engagement (continued)

Cost Center: Administration (continued)

City Manager (appointed)	1.0
Culture, Arts, and History Coordinator (217)	1.0
Deputy City Manager (305)	1.0
Executive Assistant (215)	1.0
Grants Manager (218)	1.0
Sr. Neighborhood Resources Coordinator (219)	1.0

Senior Projects Manager (220)	1.0
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Cost Center: Community Support and Intergov'tal Affairs 2.0

Assistant to the City Manager (220)	1.0
Management Assistant (218)	1.0

Cost Center: REDI -

Division: Procurement 9.5

Cost Center: Procurement 7.0

Administrative Assistant (211)	1.0
Assistant Director of Procurement (225)	1.0
Buyer (214)	1.0
Division Director Procurement (301)	1.0
Principal Buyer (220)	2.0
Senior Buyer (215)	1.0

Cost Center: Stockroom 2.5

Inventory Services Clerk (211)	1.5
Inventory Services Supervisor (214)	1.0

Division: Communication and Public Information 11.0

Cost Center: Cable Television 3.0

Communications Manager (221)	1.0
Multi-Media Production Specialist (215)	1.0
Television Production Specialist (214)	1.0

Cost Center: Cable TV Equipment Fund -

Cost Center: Graphics and Printing 3.0

Copy Center/Mail Specialist (209)	1.0
Graphics Specialist (214)	2.0

Cost Center: Public Information Office 3.0

Asst. Director of Communications (225)	1.0
Division Director Communications (301)	1.0
Public Information Coordinator (217)	1.0

Cost Center: Website and Internet 2.0

Communications Manager (221)	1.0
Social Media & Digital Engagement Specialist (214)	1.0



FY 2023 Position Control Summary by Department (continued)

Department: Human Resources	12.0
Division: Human Resources	9.0
Benefits Manager (221)	1.0
Deputy Director (227)	1.0
Director (303)	1.0
General Service Aide (203)	1.0
Human Resources Associate (214)	3.0
Human Resources Specialist (218)	1.0
Talent Acquisition & Prof. Devel. Manager (220)	1.0
Division: Health and Wellness Program	1.0
Health and Wellness Program Manager (219)	1.0
Division: Safety and Risk Management	2.0
Safety Specialist (218)	1.0
Safety and Risk Manager (224)	1.0
Department: Information Technology	20.0
Division: IT Operations	15.0
Chief Information Officer (303)	1.0
Cybersecurity Ops, Compliance, Project Mgr (224)	1.0
Information Systems Engineer (219)	4.0
IT End User Services Manager (224)	1.0
IT Infrastructure Manager (224)	1.0
Office Manager (214)	1.0
Senior ERP Systems Analyst (224)	1.0
Senior Information Systems Engineer (222)	2.0
Senior Systems Analyst (223)	1.0
Systems Analyst (220)	2.0
Division: GIS Operations	1.0
Senior Application Developer & GIS Mgr. (225)	1.0
Division: IT Security	3.0
Info. Systems Security & Compliance Mgr. (223)	1.0
Information Systems Security Engineer (220)	2.0
Division: Voice Communications	1.0
Telecommunications Systems Admin. (216)	1.0

Department: Housing & Community Development	14.0
Division: Administration	5.0
Administrative Assistant (211)	1.0
Community Services Manager (222)	1.0
Director of Housing and Community Dev. (303)	1.0
Grants and Program Analyst (217)	1.0
Housing Specialist (218)	1.0
Division: Community Services	5.0
Cost Center: Caregiver Grants	-
Cost Center: Holiday Drive Fund	-
Cost Center: Linkages to Learning	2.0
Linkages to Learning Coordinator I (215)	1.0
Linkages to Learning Coordinator II (217)	1.0
Cost Center: Youth Development and Family Services	3.0
Community Services Program Coord. (217)	2.0
Youth and Family Counselor (218)	1.0
Division: Housing and Neighborhood Services	4.0
Cost Center: CDBG	-
Cost Center: Housing Opportunities	-
Cost Center: Housing Programs	4.0
CDBG Rehab Program Administrator (216)	1.0
Housing Programs Supervisor (219)	1.0
Self-Sufficiency Program Developer (217)	1.0
Senior Housing Policy Analyst (220)	1.0
Cost Center: REAP Endowment Fund	-
Department: CPDS	46.0
Division: Management and Support	5.0
Community Planning & Development Admin. (218)	1.0
Deputy Director (227)	1.0
Director (303)	1.0
Principal Planner (220)	1.0
Senior Planner (218)	1.0
Division: Comprehensive Planning	4.0
Cost Center: Historic Preservation	1.0
Principal Planner (220)	1.0
Cost Center: Long Range Planning	3.0
Chief of Long Range Planning (223)	1.0
Principal Planner (220)	2.0



FY 2023 Position Control Summary by Department (continued)

Department: CPDS (continued)

Division: Development Services	14.0
<i>Cost Center: Development Review</i>	<i>6.0</i>
Forestry Inspector (215)	1.0
Planning Supervisor (221)	1.0
Principal Planner (220)	3.0
Senior Planner (218)	1.0
<i>Cost Center: Development Services</i>	<i>8.0</i>
Development Services Manager (223)	1.0
Development Services Supervisor (220)	1.0
Permit Technician (214)	3.0
Planning Technician (214)	2.0
Software Support Specialist (217)	1.0
Division: Inspection Services	21.0
<i>Cost Center: Administration, Plan Review, and Fire Marshal</i>	<i>9.0</i>
Building Plans Examiner Supervisor (220)	1.0
Chief of Inspection Services (225)	1.0
Codes Inspector (215)	1.0
Fire Code Plans Examiner (217)	1.0
Fire Marshal (223)	1.0
Fire Protection Engineer (220)	1.0
Plans Examiner (217)	1.0
Senior Codes Inspector (216)	1.0
Senior Plans Examiner (218)	1.0
<i>Cost Center: Building Inspections</i>	<i>5.0</i>
Codes Inspector (215)	2.0
Inspection Supervisor (219)	1.0
Senior Codes Inspector (216)	2.0
<i>Cost Center: Code Enforcement and Comm. Enhancement</i>	<i>7.0</i>
Comm. Enhance/Codes Inspector (215)	5.0
Comm. Enhance/Codes Inspector Mgr. (222)	1.0
Senior Codes Inspector (216)	1.0
Division: Zoning	2.0
Chief of Zoning (225)	1.0
Deputy Zoning Manager (223)	1.0

Department: Police

92.0

Division: Office of the Chief of Police	5.0
Chief of Police (303)	1.0
Deputy Chief of Police (229)	1.0
Emergency Manager (224)	1.0
Executive Assistant (215)	1.0
Police Lieutenant (PL116)	1.0
Division: Administrative Services Bureau	24.0
<i>Cost Center: Management and Support</i>	<i>6.0</i>
Administrative Assistant (211)	1.0
Office Manager (214)	1.0
Police Lieutenant (PL116)	1.0
Police Major (PL119)	1.0
Police Service Aide (209)	1.0
Records Management Clerk (209)	1.0
<i>Cost Center: Neighborhood Services</i>	<i>4.0</i>
Neighborhood Services Officer (212)	3.0
Secretary (209)	1.0
<i>Cost Center: Parking Enforcement</i>	<i>4.0</i>
Parking Enforcement Officer (209)	4.0
<i>Cost Center: Public Safety Comm. / Prop. & Evidence</i>	<i>7.0</i>
Police Communications Operator (214)	6.0
Support Services Coordinator (218)	1.0
<i>Cost Center: Redlight Camera</i>	<i>1.5</i>
Parking and Photo Enforcement Supv. (216)	0.5
Photo Enforcement Analyst (209)	1.0
<i>Cost Center: Speed Camera</i>	<i>1.5</i>
Parking and Photo Enforcement Supv. (216)	0.5
Photo Enforcement Analyst (209)	1.0
Division: Field Services Bureau	63.0
<i>Cost Center: Management and Support</i>	<i>2.0</i>
Crime Analyst (214)	1.0
Police Major (PL119)	1.0
<i>Cost Center: Community Services Office</i>	<i>1.0</i>
Police Officer I / Ofc. II / Corporal (PL110-PL112)	1.0
<i>Cost Center: Patrol Teams</i>	<i>51.0</i>
Police Lieutenant (PL116)	3.0
Police Officer I / Ofc. II / Corporal (PL110-PL112)	42.0
Police Sergeant (PL114)	6.0



FY 2023 Position Control Summary by Department (continued)

Department: Police (continued)

Division: Field Services Bureau (continued)

Cost Center: Special Operations Unit	9.0
Police Officer I / Ofc. II / Corporal (PL110-PL112)	8.0
Police Sergeant (PL114)	1.0

Department: Public Works 163.50

Division: Management and Support 16.50

Cost Center: Management and Support	5.50
Administrative Assistant (211)	1.00
Deputy Director (229)	1.00
Director (303)	1.00
GIS Asset Data Manager (221)	1.00
Public Works Administrator (220)	1.00
Secretary (209)	0.50

Cost Center: Sewage Disposal -

Cost Center: Water Treatment Plant 11.00

Asst. WTP Superintendent (219)	1.00
Water Treatment Plant Operator (214)	7.00
Water Treatment Plant Shift Leader (215)	2.00
Water Treatment Plant Superintendent (223)	1.00

Division: Construction Management 10.00

Chief of Construction Management (223)	1.00
Inspection Aide (208)	1.00
Principal Construction Inspector (218)	1.00
Senior Construction Inspector (216)	7.00

Division: Engineering 14.00

Chief of Engineering (225)	1.00
Engineering Supervisor (223)	2.00
Engineering Technician (215)	3.00
Principal Civil Engineer (221)	4.00
Senior Civil Engineer (220)	3.00
Senior Engineering Technician (216)	1.00

Department: Public Works (continued)

Division: Environmental Management 44.40

Cost Center: Environmental Management	2.40
Chief of Environmental Management (225)	0.40
Environmental Specialist (215)	0.20
Sustainability Coordinator (221)	0.80
Sustainability Program Manager (220)	1.00

Cost Center: Recycling and Refuse Collection 34.70

Administrative Assistant (211)	0.25
Chief of Environmental Management (225)	0.30
Crew Supervisor-Public Works I (214)	2.00
Crew Supervisor-Public Works II (215)	0.50
Maintenance Communications Operator (209)	0.75
Maintenance Worker-Public Works I (103)	1.75
Maintenance Worker-Public Works II (104)	1.50
Operations Maintenance Assistant Super. (221)	0.25
Recycling and Refuse Superintendent (219)	1.00
Sanitation Operator (106)	11.00
Sanitation Worker (105)	15.00
Secretary (209)	0.40

Cost Center: SWM and Implementation 7.30

Chief of Environmental Management (225)	0.30
Environmental Outreach Specialist (215)	1.00
Environmental Specialist (215)	0.80
Principal Environmental Engineer (221)	1.00
Senior Enviro. Compliance Inspector (216)	2.00
Senior Sediment and Erosion Inspector (216)	1.00
Stormwater Manager (223)	1.00
Sustainability Coordinator (221)	0.20

Division: Fleet Services 13.00

Administrative Assistant (211)	1.00
Fleet Maintenance Supervisor (216)	1.00
Fleet Manager (220)	1.00
Fleet Mechanic II (211)	5.00
Fleet Mechanic III (212)	5.00



FY 2023 Position Control Summary by Department (continued)

Department: Public Works (continued)

Division: Operations Maintenance **57.60**

Cost Center: Sewer Maintenance **13.70**

Administrative Assistant (211)	0.25
Administrative Specialist (214)	0.25
Crew Supervisor-Public Works II (215)	2.00
Maintenance Worker-Public Works I (103)	3.00
Maintenance Worker-Public Works II (104)	4.00
Maintenance Worker-Public Works III (105)	2.00
Maintenance Worker-Public Works IV (106)	1.00
Operations Maintenance Assistant Super. (221)	0.75
Operations Maintenance Superintendent (224)	0.25
Secretary (209)	0.20

Cost Center: Snow and Ice Removal **-**

Cost Center: Stormwater Maintenance **6.50**

Administrative Specialist (214)	0.25
Crew Supervisor-Public Works II (215)	0.75
Maintenance Worker-Public Works I (103)	2.00
Maintenance Worker-Public Works II (104)	3.00
Operations Maintenance Assistant Super. (221)	0.25
Operations Maintenance Superintendent (224)	0.25

Cost Center: Street Maintenance **21.45**

Administrative Assistant (211)	0.25
Administrative Specialist (214)	0.25
Crew Supervisor-Public Works II (215)	2.75
Maintenance Communications Operator (209)	0.25
Maintenance Worker-Public Works I (103)	5.25
Maintenance Worker-Public Works II (104)	9.50
Operations Maintenance Assistant Super. (221)	0.75
Operations Maintenance Superintendent (224)	0.25
Secretary (209)	0.20
Traffic Maintenance Worker (105)	2.00

Department: Public Works (continued)

Division: Operations Maintenance (continued)

Cost Center: Water Systems Maintenance **15.95**

Administrative Assistant (211)	0.25
Administrative Specialist (214)	0.25
Crew Supervisor-Public Works II (215)	2.00
Maintenance Worker-Public Works I (103)	5.00
Maintenance Worker-Public Works II (104)	2.00
Maintenance Worker-Public Works III (105)	2.00
Maintenance Worker-Public Works IV (106)	3.00
Operations Maintenance Assistant Super. (221)	1.00
Operations Maintenance Superintendent (224)	0.25
Secretary (209)	0.20

Division: Traffic and Transportation **8.00**

Cost Center: Traffic Operations and Streetlights **8.00**

Chief of Traffic and Transportation (225)	1.00
Principal Transportation Engineer (221)	2.00
Principal Transportation Planner (220)	1.00
Senior Transportation Engineer (220)	1.00
Senior Transportation Planner (218)	1.00
Traffic Signal and Lighting Technician (216)	2.00

Cost Center: Transportation Improvement Plan **-**

Department: Recreation and Parks **129.5**

Division: Rec. and Parks Admin. and Support **7.5**

Cost Center: Recreation and Parks Administration **5.5**

Deputy Director (229)	1.0
Director (303)	1.0
Program Support Supervisor (216)	1.0
Rec. and Parks Marketing and Devel. Mgr. (220)	1.0
Secretary (209)	0.5
Secretary/Bookkeeper (211)	1.0

Cost Center: Capital Projects **2.0**

Parks and Facilities Devel. Coordinator (217)	1.0
Senior Construction Projects Manager (223)	1.0



FY 2023 Position Control Summary by Department (continued)

Department: Recreation and Parks (continued)

Division: Parks and Facilities Maintenance	57.0
<i>Cost Center: Parks Administration and Support</i>	<i>6.0</i>
Administrative Assistant (211)	1.0
Administrative Specialist (214)	1.0
Parks and Facilities Manager (220)	1.0
Parks Equipment Mechanic (212)	1.0
Sanitation Operator (106)	1.0
Superintendent of Parks and Facilities (225)	1.0
<i>Cost Center: Athletic Field Services</i>	<i>6.5</i>
Crew Supervisor-R&P I (214)	1.0
Maintenance Supervisor-Athletic Fields (212)	1.0
Maintenance Worker-R&P I (103)	3.0
Maintenance Worker-R&P II (104)	1.0
Parks Maintenance Manager (221)	0.5
<i>Cost Center: East Parks Services</i>	<i>5.5</i>
Crew Supervisor-R&P I (214)	1.0
Maintenance Worker-R&P I (103)	3.0
Maintenance Worker-R&P II (104)	1.0
Parks Maintenance Manager (221)	0.5
<i>Cost Center: Facilities Maintenance</i>	<i>16.0</i>
Crew Supervisor-R&P II (214)	2.0
Facilities Engineer (215)	2.0
Facilities Engineer Supervisor (216)	1.0
Facilities Maintenance Superintendent (216)	1.0
Facilities Maintenance Trades Worker (107)	5.0
Facilities Property Manager (224)	1.0
Maintenance Worker-R&P I (103)	3.0
Maintenance Worker-R&P II (104)	1.0
<i>Cost Center: Forest and Tree Preservation</i>	<i>-</i>
<i>Cost Center: Horticultural Services</i>	<i>7.0</i>
Crew Supervisor-R&P I (214)	1.0
Horticulturalist (221)	1.0
Maintenance Worker-R&P I (103)	3.0
Maintenance Worker-R&P II (104)	1.0
Parks Maintenance Specialist (215)	1.0
<i>Cost Center: Park Maintenance Fund</i>	<i>-</i>

Department: Recreation and Parks (continued)

Division: Parks and Facilities Maintenance (continued)	
<i>Cost Center: Rights-of-Way Services</i>	<i>3.5</i>
Crew Supervisor-R&P I (214)	1.0
Maintenance Worker-R&P I (103)	1.0
Maintenance Worker-R&P II (104)	1.0
Parks Maintenance Manager (221)	0.5
<i>Cost Center: Urban Forestry Maintenance</i>	<i>6.0</i>
Tree Climber II (107)	1.0
City Forester (221)	1.0
Crew Supervisor-R&P II (215)	1.0
Maintenance Worker-R&P I (103)	1.0
Tree Climber I (106)	2.0
<i>Cost Center: West Parks Services</i>	<i>6.5</i>
Crew Supervisor-R&P I (214)	1.0
Maintenance Worker-R&P I (103)	4.0
Maintenance Worker-R&P II (104)	1.0
Parks Maintenance Manager (221)	0.5
Division: Recreation Facilities	24.5
<i>Cost Center: Civic Center Complex</i>	<i>9.0</i>
Administrative Assistant (211)	1.0
Box Office and Marketing Manager (212)	1.0
Community Facilities Superintendent (224)	1.0
Crew Supervisor-R&P II (215)	1.0
Maintenance Worker-R&P II (104)	2.0
Office Manager (214)	1.0
Theatre and Civic Center Supervisor (218)	1.0
Theatre Production Specialist (215)	1.0
<i>Cost Center: Croydon Creek Nature Center</i>	<i>2.0</i>
Assistant Community Center Supervisor (215)	1.0
Nature Center Supervisor (219)	1.0
<i>Cost Center: Glenview Mansion Fund</i>	<i>-</i>
<i>Cost Center: Lincoln Park Community Center</i>	<i>2.5</i>
Recreation Facilities Clerk (203)	0.5
Assistant Community Center Supervisor (215)	1.0
Community Center Supervisor (219)	1.0
<i>Cost Center: Swim and Fitness Center</i>	<i>7.0</i>
Aquatic Facility Operator I (213)	1.0
Aquatic Facility Operator II (214)	1.0
Head Swim Coach (212)	1.0



FY 2023 Position Control Summary by Department (continued)

Department: Recreation and Parks (continued)

Division: Recreation Facilities (continued)

Cost Center: Swim and Fitness Center (continued)

Office Manager (214)	1.0
Recreation Programs Supervisor (219)	1.0
Swim & Fitness Center Superintendent (222)	1.0
Swim & Fitness Facility Supervisor (216)	1.0

Cost Center: Thomas Farm Community Center 2.0

Assistant Community Center Supervisor (215)	1.0
Community Center Supervisor (219)	1.0

Cost Center: Twinbrook Community Recreation Center 2.0

Assistant Community Center Supervisor (215)	1.0
Community Center Supervisor (219)	1.0

Division: Recreation Services 21.7

Cost Center: Recreation Administration and Support 2.0

Administrative Specialist (214)	1.0
Superintendent of Recreation (225)	1.0

Cost Center: Afterschool 1.5

Program Specialist I (207)	0.8
Recreation Program Coordinator (216)	0.3
Recreation Programs Supervisor (219)	0.4

Cost Center: Art in Public Architecture -

Cost Center: Art in Public Places -

Cost Center: Arts 1.0

Arts Program Supervisor (219)	1.0
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Cost Center: Childcare 3.0

Childcare/Preschool Director (212)	1.3
Preschool Teacher (208)	1.3
Recreation Programs Supervisor (219)	0.4

Cost Center: Classes 1.4

Recreation Program Coordinator (216)	0.3
Recreation Programs Supervisor (219)	1.1

Cost Center: Farmers Market Eat Fresh Program -

Cost Center: Friends of the Arts -

Cost Center: Recreation Fund -

Cost Center: Special Events 6.0

Events Specialist (215)	1.0
Special Events Coordinator (217)	1.0
Special Events Manager (220)	1.0

Department: Recreation and Parks (continued)

Division: Recreation Services (continued)

Cost Center: Special Events (continued)

Special Operations Supervisor (218)	1.0
Special Operations Technician (212)	2.0

Cost Center: Sports 2.8

Assistant Sports Programs Supervisor (216)	0.8
Recreation Programs Coordinator II (217)	0.5
Secretary (209)	0.5
Sports Programs Supervisor (219)	1.0

Cost Center: Summer Camps 2.5

Program Specialist I (207)	0.2
Recreation Program Coordinator (216)	0.4
Recreation Programs Supervisor (219)	1.9

Cost Center: Teens and Adventure Sports 1.5

Recreation and Parks Program Specialist (214)	1.0
Recreation Programs Coordinator II (217)	0.5

Division: Senior Citizen Services 18.8

Cost Center: Senior Center Operations 6.0

Facility Coordinator (215)	1.0
Maintenance Worker-R&P I (103)	2.0
Secretary (209)	1.0
Villages Facilitator (220)	1.0
Seniors Program Manager (222)	1.0

Cost Center: Senior Assistance Fund -

Cost Center: Senior Citizen Recreation 2.0

Program Specialist (211)	1.0
Recreation Programs Supervisor (219)	1.0

Cost Center: Senior Citizen Sports and Fitness 3.0

Recreation & Parks Program Specialist (214)	1.0
Seniors Sports and Fitness Supervisor (219)	1.0
Senior Center Program Specialist (211)	1.0

Cost Center: Senior Citizen Support Services 7.8

Administrative Assistant (211)	1.0
Bus Driver (207)	1.8
Fleet Supervisor R&P (213)	1.0
Senior Services Program Coordinator (217)	2.5
Recreation and Parks Program Specialist (214)	0.5
Seniors Program Supervisor (219)	1.0



Regular Employee Pay Scales

Administrative Scale (AD)

Grade	Min.	Max.
203	\$34,328	\$56,641
204	\$36,045	\$59,473
205	\$37,847	\$62,447
206	\$39,739	\$65,570
207	\$41,726	\$68,848
208	\$43,812	\$72,290
209	\$46,003	\$75,905
210	\$48,303	\$79,700
211	\$50,718	\$83,685
212	\$53,254	\$87,869
213	\$55,917	\$92,263
214	\$58,713	\$96,876
215	\$61,648	\$101,720
216	\$64,731	\$106,806
217	\$67,967	\$112,146
218	\$71,366	\$117,753
219	\$74,934	\$123,641
220	\$78,681	\$129,823
221	\$82,615	\$136,314
222	\$86,745	\$143,130
223	\$91,083	\$150,287
224	\$95,637	\$157,801
225	\$100,419	\$165,691
226	\$105,440	\$173,975
227	\$110,712	\$182,674
228	\$116,247	\$191,808
229	\$122,060	\$201,398

Senior Mgmt. Scale (SR)

Grade	Min.	Max.
301	\$118,220	\$195,205
302	\$124,131	\$204,965
303	\$130,338	\$215,213
304	\$136,854	\$225,974
305	\$143,697	\$237,273

Police Scale (PL)

Step/Grade	PL110	PL111	PL112	PL114	PL116	PL119
Step 1	\$62,311	\$66,049	\$70,012	\$77,923	\$85,909	\$99,451
Step 2	\$64,158	\$68,008	\$72,088	\$80,403	\$88,643	\$102,616
Step 3	\$66,060	\$70,024	\$74,226	\$82,963	\$91,465	\$105,882
Step 4	\$68,019	\$72,100	\$76,427	\$85,604	\$94,376	\$109,252
Step 5	\$70,036	\$74,238	\$78,693	\$88,328	\$97,379	\$112,730
Step 6	\$72,112	\$76,439	\$81,027	\$91,140	\$100,479	\$116,318
Step 7	\$74,251	\$78,705	\$83,429	\$94,039	\$103,677	\$120,020
Step 8	\$76,452	\$81,039	\$85,902	\$97,032	\$106,977	\$123,840
Step 9	\$78,720	\$83,441	\$88,451	\$100,120	\$110,382	\$127,781
Step 10	\$81,054	\$85,915	\$91,072	\$103,307	\$113,895	\$131,849
Step 11	\$83,458	\$88,462	\$93,773	\$106,596	\$117,521	\$136,047
Step 12	\$85,933	\$91,086	\$96,553	\$109,989	\$121,262	\$140,377
Step 13	\$88,480	\$93,786	\$99,416	\$113,488	\$125,121	\$144,844
Step 14	\$91,103	\$96,566	\$102,364	\$117,101	\$129,105	\$149,454
Step 15	\$93,804	\$99,429	\$105,399	\$120,828	\$133,213	\$154,210
Step 16	\$96,582	\$102,376	\$108,519	\$124,676	\$137,455	\$159,122
Step 17	\$99,445	\$105,412	\$111,735	\$128,645	\$141,830	\$164,187
Step 18	\$102,393	\$108,537	\$115,047	\$132,740	\$146,345	\$169,413
Step 19	\$105,429	\$111,755	\$118,456	\$136,966	\$151,003	\$174,806

AFSCME Union Scale (UN)

Step/Grade	103	104	105	106	107
Step 1	\$45,163	\$47,422	\$49,793	\$52,283	\$54,897
Step 2	\$46,383	\$48,702	\$51,137	\$53,694	\$56,380
Step 3	\$47,635	\$50,017	\$52,518	\$55,144	\$57,902
Step 4	\$48,921	\$51,368	\$53,936	\$56,633	\$59,465
Step 5	\$50,242	\$52,755	\$55,392	\$58,162	\$61,071
Step 6	\$51,599	\$54,179	\$56,888	\$59,732	\$62,720
Step 7	\$52,992	\$55,642	\$58,424	\$61,345	\$64,413
Step 8	\$54,423	\$57,144	\$60,001	\$63,001	\$66,152
Step 9	\$55,892	\$58,687	\$61,621	\$64,703	\$67,938
Step 10	\$57,401	\$60,272	\$63,285	\$66,449	\$69,773
Step 11	\$58,951	\$61,899	\$64,994	\$68,244	\$71,656
Step 12	\$60,543	\$63,570	\$66,749	\$70,086	\$73,591
Step 13	\$62,177	\$65,287	\$68,551	\$71,979	\$75,578
Step 14	\$63,856	\$67,049	\$70,402	\$73,922	\$77,619
Step 15	\$65,580	\$68,860	\$72,302	\$75,918	\$79,714
Step 16	\$67,351	\$70,719	\$74,255	\$77,968	\$81,867
Step 17	\$69,169	\$72,628	\$76,260	\$80,073	\$84,077
Step 18	\$71,037	\$74,589	\$78,319	\$82,235	\$86,347
Step 19	\$72,955	\$76,603	\$80,433	\$84,455	\$88,679



Fleet Replacement Schedule

The city's Fleet Services Division continually monitors and maintains the city's fleet to ensure maximum useful life. Staff review the fleet each year and recommend replacement for vehicles meeting specific age, mileage, meter hours, condition, and usefulness criteria. When possible, vehicles will be reassigned within or between departments in order to maximize full unit life under the replacement criteria. Factors such as serviceability and technological life are also taken into consideration when making recommendations for replacement. The Fleet Services Division is responsible for ensuring that vehicles acquired are equipped with available features intended to enhance safety for motorists, pedestrians, and bicyclists in accordance with the Vision Zero Action Plan.

The vehicles shown below are scheduled for replacement in FY 2023. The FY 2023 budget also includes funding to lease (in lieu of replacing) an additional 32 vehicles as part of the lease program that began in FY 2020.

Fund	Dept	Unit	Est. Cost
General	R&P	Aerial Bucket Truck	\$136,000
General	PW	Medium Duty Dump Truck	\$81,000
General	R&P	Aerial Bucket Truck	\$198,000
General	PW	ProPatch Truck	\$193,000
General	PW	Gradall Truck	\$365,000
General	R&P	Tow Behind Chipper	\$62,000
General	R&P	9,000 lb tandem trailer	\$5,000
General	R&P	9,000 lb tandem trailer	\$5,000
General	PW	Light-Duty Saltbox	\$9,000
General	PW	Heavy Duty Saltbox	\$16,000
General	PW	Heavy Duty Plow	\$7,280
Sewer	PW	VacCon	\$521,000
Sewer	PW	Heavy Duty Dump Truck with Plow/Spreader	\$173,000
Sewer	PW	Tandem Axel Dump Truck	\$232,040
Water	PW	Heavy Duty Dump Truck with Plow/Spreader	\$173,000
Water	PW	Utility Truck	\$200,000
Water	PW	Truck-Mounted Compressor	\$20,000
Refuse	PW	Rear Load Packer	\$274,000
Refuse	PW	Rear Load Packer	\$274,000
Refuse	PW	25-yard Automated Leafer	\$210,000
TOTAL for Planned Vehicle Purchases:			\$3,154,320



Planned Improvement Projects

Planned improvement projects consist of projects, studies, or major purchases that the city is considering in the future. These items are typically accounted for in the operating budget, but in some cases may be established as projects within the Capital Improvements Program if they meet the criteria found in the CIP Overview of this document. The planned improvements projects are updated on an annual basis and are listed below by department. *Inclusion as a future planned improvement project does not guarantee future funding, as all projects are evaluated against other city priorities each fiscal year.*

Managing Dept.	Project/Description	Funding	Year
City Manager	Redesign the City's Intranet Design and create an intranet focused on self-service, communication, collaboration, and teambuilding that connects all staff on any device and in any place.	\$50,000	2024
HCD	Affordable Housing Program This funding would be used to increase affordable housing production by incentivizing developers to provide additional MPDUs by offsetting some of the costs of those development projects.	\$1.5 million	2024
Human Resources	Fall Protection Solutions for the Senior Center Purchase fall protection for areas where employees are at-risk of falling from high elevations (like roofs).	\$80,000	2024
Information Technology	Cisco Duo Software Subscription This software subscription performs multi-factor authentication across the city's network to enhance security posture from cyber threats. This technology is required to maintain the city's cybersecurity insurance as well as for regulatory compliance.	\$110,000	2024
Information Technology	Virtual Machine Migration to Azure Cloud This represents the cost to move 100 of the city's virtual machines to Azure cloud. There are indirect cost savings with moving servers to Azure cloud. The city would save on support contracts, cooling, electricity, rack space, and disaster recovery.	\$850,000	2024
Information Technology	Wireless Access Points New indoor and outdoor wireless access points that will provide the latest Wi-fi technology to city facilities. The majority of the current wireless system has been in place since 2014 and will be at end of life in 2024. This request is for 200 wireless access points to provide more wireless network coverage and faster speeds throughout the city.	\$500,000	2024
Information Technology	Cisco Enterprise Agreement License This is the software subscription license for all Cisco components including: Cisco Firewalls, Cisco Endpoint, Cisco Identity Service Engine, Cisco Umbrella, and other Cisco related products.	\$800,000	2025
Information Technology	Firewall Replacement Funding for the replacement of firewalls at various city facilities. These firewalls are located at the Senior Center, Police Station, and City Hall.	\$1.1 million	2025
Information Technology	I-Net Switch Replacement Funding for the replacement of I-Net switches at various city facilities. Replacements are necessary in order to perform security patches and receive support when hardware fails.	\$1.4 million	2026-2027
Information Technology	Firewall Replacement Funding for the replacement of firewalls at various city facilities. These firewalls are located at the Civic Center, Senior Center, Water Treatment Plant, Police Station, and City Hall.	\$45,100	2027



Planned Improvement Projects (continued)

Managing Dept.	Project/Description	Funding	Year
Public Works	CCTV Equipment Replacement Replacement of several components of the sanitary sewer CCTV equipment. The sanitary sewer CCTV vehicle and its equipment were purchased in FY 2019. Certain components including the computer system hardware, the generator, and the CCTV cables must be replaced on a sustainable cycle sooner than the vehicle and the CCTV camera. The CCTV camera will be replaced in FY 2027 and the vehicle will be replaced in FY 2034.	\$55,000	2024
	Flood Mitigation Assistance Grant Program Expand the pilot program initiated in FY 2023 to provide direct payments to property owners, as well as outreach and education on floodproofing and flood insurance, and to administer the program in FY 2025 and beyond. In addition to the funding listed, the program also will require an additional FTE or contract support to administer this grant and all other private property climate resiliency and mitigation related incentives and outreach programs outlined in the Climate Action Plan.	\$50,000	2025
Public Works	Flusher Truck Equipment Replacement Replacement of several components of the sanitary sewer flusher. The sanitary sewer flusher truck and its equipment were purchased in FY 2016. Certain components including the water pump must be replaced on a sustainable cycle sooner than the vehicle. The flusher truck will be replaced in FY 2031.	\$20,000	2024
Public Works	Glen Mill Pump Station Mothballing Consultant services to recommend an operations and maintenance plan to "mothball" the Glen Mill Pump Station. The goal is to protect the current investment and maximize the useful life of the equipment with the appropriate amount of maintenance effort until the station is needed.	\$150,000	2024
Public Works	Mini Push Camera and SL-RAT Replacement of the sanitary sewer mini push camera and Sewer Line Rapid Assessment Tool (SL-RAT) used to identify blockages in sanitary sewer laterals and mains. The sanitary sewer mini push camera was purchased in FY 2016. Replacement of the sanitary sewer mini camera was scheduled in FY 2022 and was moved to FY 2024. The SL-RAT was purchased in FY 2014 and is at the end of its service life.	\$47,000	2024
Public Works	VacCon Equipment Replacement Replacement of several components of the VacCon equipment. The stormwater vehicle was purchased in FY 2014. Components including the hose reel, blower fan, and hydraulic and water lines must be replaced on a sustainable cycle sooner than the vehicle. The VacCon truck will be replaced in FY 2029.	\$52,500	2024
Public Works	Water Treatment Plant Major Equipment Replace several critical components including chemical feed systems, pumps, transfer pumps, instrumentation, control systems, and other components at the Water Treatment Plant. These components installed in the 2013 Water Plant Improvements CIP are now aging. To adequately maintain the integrity of treatment capabilities, the equipment needs to be replaced on a sustainable cycle.	\$100,000	2024
Public Works	Water Treatment Plant Security Implement Phase 2 of the operational security improvements at the Water Treatment Plant.	\$350,000	2024



Planned Improvement Projects (continued)

Managing Dept.	Project/Description	Funding	Year
Public Works	Montrose/North Farm Redundancy Piping Study Consultant services to analyze and model the city's water distribution system in and around the North Farm and Montrose communities. Currently, this part of the water system provides a single feed/pipe to the water customers within these communities that would result in a large number of service outages by a single water main break. The goal is to provide redundancy to these communities, which ensures continued reliable water service. Implementation of a loop system in this location will support the removal of a city/WSSC interconnect, WSSC water meter, and related monthly ready to serve charges, which are current city expenses.	\$125,000	2025
	ADA Audit and Transition Plan Update Consultant to complete and update ADA Audit and Transition Plan including measuring and examining all amenities within 66 parks and 73 facilities. Review the 2016 Plan and report the city's progress to date and provide a plan that integrates the city's projects within the CIP, operating projects, and provides user friendly, web interactive report. This will improve transparency to the public and city leadership.	\$500,000	2024
Rec. & Parks	Bleacher Replacement with ADA Compliant Access Replace bleachers, concrete pads, and access pathways with ADA compliant amenities at various athletic fields within the city.	\$125,000	2024
Rec. & Parks	Croydon Creek Outdoor Exploration Area Design and construct a nature exploration area adjacent to the Croydon Creek Nature Center. This area will emphasize raw materials of wood, stone, and sand and have more emphasis on planted material than a typical playground area. R&P has applied for a grant for this project.	\$100,000	2024
Rec. & Parks	Elwood Smith Flooring Renovation Install a multipurpose floor over the current concrete floor to provide a safe surface for classes, dance programs, rentals, and fitness activities. This will increase the use of this underutilized facility.	\$60,000	2024
Rec. & Parks	Food Forest Plant a food forest with fruit and nut trees, herbs, and fruit vines (raspberry, black berries, etc.) to provide an opportunity for Rockville residents to have access to fresh food. Size and scope will affect the cost to construct and maintain. Hyattsville and College Park would be resources as both cities have had a similar amenity for a few years.	\$100,000	2024
Rec. & Parks	Outdoor Fitness Pool Re-plastering Replacement of the "white coat" (pool plaster) on bottom and sides of the outdoor fitness pool. Current plaster coating as installed in 2011 is showing signs of age, and has a lifespan estimated at 8-10 years (as identified in 2015 RSFC Facility Audit). This project is timed to correspond with the major renovations of the adjacent outdoor recreation pool in FY 2024.	\$100,000	2024
Rec. & Parks	Recreation and Parks Rebranding New branding guidelines and materials in coordination with the Public Information Office. Timing and budget dependent upon citywide branding consultant's recommendations.	TBD	2024
Rec. & Parks	Replacement of Park Trash Receptacles This project funds the replacement of park trash receptacles (approx. 90) throughout the park system. This covers 30 per year at \$36,000 per year.	\$36,000 per year	2024-2026



Planned Improvement Projects (continued)

Managing Dept.	Project/Description	Funding	Year
	Storage Structure		
Rec. & Parks	Construct a storage structure to cover the materials bin (mulch, stone dust, sand, ballfield mix) at the Recreation Services building located in Civic Center Park.	\$250,000	2024
	Sand Volleyball Courts		
Rec. & Parks	The Recreation and Parks Strategic Plan identified the need for additional outdoor volleyball courts. This project covers four additional sand courts. Location will be determined based on criteria including, but not limited to, the equity map in the Plan, accessibility, parking, topography, and neighborhood support.	\$15,000 per court	2024- 2025
	ADA Improvements		
Rec. & Parks	Funding to continue the implementation of the ADA Transition Plan and remove barriers to accessibility.	\$500,000 per year	2025- 2030
	Civic Center Entrance Sign Replacement		
Rec. & Parks	Replace park entrance sign to include facility names, address, and lighting.	\$95,000	2025
	Park Sign Replacement		
Rec. & Parks	Redesign and replace park signs and wayfinding signs with modern, low-maintenance, and more attractive signs. The signs will be unique to Rockville and distinguish City parks from the school system and other jurisdictions. Cost estimates are based on the wayfinding report 2021. Staff recommends implementation in three phases (FY 2025 \$134,500; FY 2027 \$127,000; and FY 2029 \$140,750).	\$402,250	2025- 2029
	Recreation Services Building Renovation		
Rec. & Parks	Renovate the interior of the Recreation Services building located in Civic Center Park. The fiscal year is dependent on the design and construction of 6 Taft Court.	\$250,000	2025
	Stage Rigging Repairs and Replacements at F. Scott Fitzgerald Theatre		
Rec. & Parks	Includes improving the existing rigging for all electrical and lighting systems overstage and in the catwalk, as well as replacing aging features of the rigging systems, such as ropes, hardware, and other elements which are near or at end-of-life. Preferred to be funded in FY 2025 along with the F. Scott Fitzgerald CIP project to avoid having to close the facility for construction more than once.	\$84,600	2025
	Citywide Roofing Study		
Rec. & Parks	This study will identify any roofing problems/deficiencies and create a new roofing replacement schedule.	\$75,000	2026
	Twinbrook Parkland Purchase		
Rec. & Parks	Purchase parkland and open space in the Twinbrook neighborhood consistent with the city's priorities for parkland acquisition. Once land is acquired, determination of use may require a separate project in the future.	TBD	TBD



FY 2023 Caregiver Agency Grants

Each year the city appropriates funds to support Rockville individuals and families who are experiencing difficulty meeting one or more basic needs related to housing, food, clothing, financial resources, health care and/or family well-being. Below is a summary of the grants for FY 2021 through FY 2023. All caregiver agency grants are budgeted in the Department of Housing and Community Development, Community Services Division.

Organization		Adopted FY 2021	Adopted FY 2022	Adopted FY 2023
Shelters				
Home Builders Care Assess. Center	Mont. County Coalition for the Homeless	59,000	62,000	68,480
Hope Housing	Mont. County Coalition for the Homeless	37,660	37,660	40,296
Jefferson House	Community Ministries of Rockville	18,500	18,500	18,500
Rainbow Place	Rainbow Place Shelter for Homeless Women, Inc.	25,500	25,500	16,050
Rockland House	Community Ministries of Rockville	16,920	16,920	16,920
Stepping Stones Shelter	Stepping Stones Shelter	15,000	15,000	15,000
Women's Assessment Center	Interfaith Works	40,000	40,000	44,940
Food/Clothing Services				
Emergency Hunger Relief Program	So What Else, Inc.	-	27,300	29,211
Interfaith Clothing Center	Interfaith Works	35,000	47,000	50,000
Manna Food Center	Manna Food Center	44,000	50,000	52,000
Multi-Cultural Mobile Food Assistance	Nourish Now	25,000	31,000	33,170
Health Care				
Mansfield Kaseman Health Clinic	Community Ministries of Rockville	107,700	106,000	112,350
Pan Asian Volunteer Health Clinic	Chinese Culture and Comm. Service Center, Inc.	28,350	32,010	34,251
Rockville Primary Care	Mobile Medical Care, Inc.	30,190	37,740	40,000
Information and Referral				
Comprehensive Community Empowerment	Korean Community Center of Greater Washington	8,500	10,000	10,000
Language and Citizenship Education				
Language Outreach Program	Community Ministries of Rockville	60,000	30,000	36,862
Supportive Services/Youth Development				
Senior Reach	Community Ministries of Rockville	92,700	92,700	92,700
Healthy Families Montgomery	Family Services, Inc.	21,000	25,000	26,750
Rockville Youth Development Out-of-School Time Programs	So What Else, Inc.	-	-	20,000
Mental Health Support and Education	National Alliance on Mental Illness	-	15,000	16,050
Emergency Funds				
COVID-19 Relief ¹	Available to existing grantees	45,000	-	-
TOTAL for Caregiver Agencies (\$) ²		710,020	719,330	773,530

¹ This funding was set aside to assist existing grantees with unplanned expenses related to the COVID-19 pandemic. The Mayor and Council directed staff to include this funding again for FY 2022, but to allocate it directly to individual caregiver agencies. Of the \$719,330 in funding shown for FY 2022, \$45,000 is one-time COVID-19 relief, and the remaining \$674,330 is considered the base.

² In FY 2023, the Mayor and Council allocated \$60,000 in one-time funding directly to individual caregiver agencies. Of the \$773,530 in funding shown for FY 2023, \$60,000 is one-time additional funding, and the remaining \$713,530 is considered the base.



FY 2023 Outside Agency Grants

In addition to the caregiver agency grants summarized on the previous page, the city also provides funding to other outside and nonprofit agencies. A summary of the grants included in the FY 2023 budget appears below. Outside agency grants are managed by several departments in the city, including: the Department of Recreation and Parks, City Manager's Office, Office of the Mayor and Council (M&C), Community Planning and Development Services (CPDS), and Housing and Community Development (HCD).

	Responsible Department	Adopted FY 2021	Adopted FY 2022	Adopted FY 2023
Bender JCC of Greater Washington	City Manager	-	-	5,000
Christ Episcopal School	M&C	-	-	1,100
F. Scott Fitzgerald Literary Festival	Rec. & Parks	9,450	6,000	6,000
Greater Washington Community Foundation	M&C	-	10,000	10,000
KID Museum	City Manager	25,000	25,000	-
Main Street Connect	City Manager	-	-	5,880
Montgomery College	City Manager	10,000	10,000	10,000
Peace Day	Rec. & Parks	5,000	-	-
Peerless Rockville Historic Pres., Ltd.	CPDS	64,500	64,500	120,000
Rockville Chamber of Commerce	City Manager	20,000	25,000	25,000
Rockville Housing Enterprises	HCD	46,730	48,200	50,300
Rockville Little Theatre	M&C	5,000	16,600	17,000
Rockville Musical Theatre	M&C	5,000	16,600	17,000
Rockville Science Center	Rec. & Parks	60,000	60,000	60,000
Rockville Sister City Corporation	M&C	6,000	6,000	13,500
Rockville Volunteer Fire Department	City Manager	60,000	10,000	10,000
The Victorian Lyric Opera Company	M&C	5,000	16,200	16,200
VisArts in the Community	Rec. & Parks	17,000	18,100	48,830
Women Who Care Ministries	M&C	3,600	2,000	2,000
TOTAL for Outside Agencies (\$)		342,280	334,200	417,810



Neighborhood Association Requests

Each year the Community Engagement staff from the City Manager's Office solicit capital budget requests from homeowners' associations and neighborhood groups within the city. For the FY 2023 process, Community Engagement staff mailed and emailed letters to all Rockville neighborhood and homeowners' associations in July 2021 encouraging them to submit ideas for consideration as part of the FY 2023 – FY 2027 Capital Improvements Program development process. The city received requests through this process from the following groups: Chadsberry HOA (CH), Hungerford Civic Association (HCA), Redgate Farms (RG), Twinbrook Community Association (TCA), and West End Citizens Association (WECA). These requests are shown below along with staff's response to each.

Install lights on all the paths in Monument Park, the picnic pavilion, the playground, basketball court, and tunnel. (WECA) – The city does not light parks, including paths in/along parks. If a path through/along parks serve as a primary transportation route, as defined by the Pedestrian Master Plan currently under development, then it could be lit. This decision would be made on a case-by-case basis. Installation of lights on any such path would be prioritized with all other pedestrian improvements. Staff verified that all lights are functional in the Maryland Avenue tunnel.

Create a dog park in the Twinbrook neighborhood and post signs prohibiting off-leash dogs at the nearby elementary school playground. (TCA) – Staff are exploring the possibility of creating a dog park within the Twinbrook neighborhood. The city does not manage the grounds of local schools, so the community would need to contact MCPS to request signage for the school grounds.

Build a foot bridge connecting Montrose Woods Park (and the Chadsberry Community) to Rollins Avenue, and update the play structure at Montrose Woods Park. (CH) – Montrose Woods Park is predominantly a forested stream valley with severe slopes. The existing grades range from 18-28 percent on the west side to 32 percent on the east side. The steep slopes and heavily forested stream valley make the construction of an ADA pedestrian pathway and bridge extremely difficult, destructive to the environment, and very costly; therefore, this project is not recommended. The playground in this location is also not recommended for replacement as the location is not ADA accessible for the reasons mentioned above.

Support the Twinbrook Pedestrian/Bicycle Crossing. (TCA) – Full design funding has been added to this project and is expected to start in Summer 2022.

Consider installing neighborhood signs throughout the Twinbrook area. (TCA) – In accordance with the recently approved Comprehensive Plan, the city needs to first develop a policy and plan for implementation of this initiative before budgeting and considering specific locations. Staff will begin working on a policy and plan in FY 2023.

Conduct a water/drainage study in the Hill and Dale neighborhood and make recommendations for the city and homeowners to act upon. (WECA) – The FY 2023 budget includes funding for a Flood Resiliency Master Plan as well as funding for a pilot flood mitigation grant program. The Flood Resiliency Master Plan will evaluate current system capacity and flood impacts to identify flood hazard areas. It will forecast potential impacts anticipated from climate change and develop flood mitigation project options for implementation. This effort will include an extensive public involvement process to understand risk tolerance and develop prioritization criteria. The companion pilot flood mitigation grant program will provide outreach and education as well as direct payments to property owners to help them flood proof their homes.



Neighborhood Association Requests (continued)

Construct the playground, a picnic shelter, and picnic tables at Elwood Smith Park; fixed ping pong tables, grass volleyball courts, and outdoor fitness equipment at any city park; additional sand volleyball courts at Dogwood, Woodley Gardens, and College Gardens Parks; canopy lids for all waste receptacles in parks; dog waste receptacles near dog waste bag stations; a crosswalk from the bike path at Elwood Smith to the adjoining sidewalk onto Harrington Road; and address the low-hanging guide wire on Mercer Road at the entrance of Ellwood Smith Community Center. (HCA) – The playground mentioned, which was delayed due to supply chain issues, was replaced in FY 2022. Shelters are not recommended for this area at this time as there are walkable options available (priority is given to neighborhoods without such options). Staff added an additional picnic table to the park during FY 2022. Fixed outdoor ping pong is available at Mattie Stepanek Park, and outdoor fitness equipment is available at Senior Center, Falls Grove, Mattie Stepanek, Woottons Mill, Glenora, and Wilma Bell Shelton Parks. Staff are reviewing the feasibility of using the canopy lids requested for waste bins. Residents are expected to dispose of dog waste in available waste bins or at their homes. A crosswalk and bike path connection within Elwood Smith Park connecting with the sidewalks on Harrington was completed during FY 2022. Improvements were made to the crosswalk from the bike path at Elwood Smith to the adjoining sidewalk onto Harrington Road. The turning template has been improved and the guidewire has been made more visible.

Install lighting and a water filling station along the Cabin John water retention area that connects the neighborhood to the Millennium Trail. Create more walkable access to the elementary school, retention pond, Tower Oaks and Preserve Parkway areas. Make use of the woods behind Carter Road and Levertown by creating a trailhead at the Ritchie Parkway easement located at Edmonston/Ritchie Parkway and connect that loop to the Cabin John water retention area trail that connects the neighborhood to the Millennium trail. (HCA) – The City does not light parks, including paths in/along parks or around stormwater management facilities. If a path through/along parks serve as a primary transportation route, as defined by the Pedestrian Master Plan currently under development, then it could be lit. This decision would be made on a case-by-case basis. Installation of lights on any such path would be prioritized with all other pedestrian improvements. Water filling stations along the trail are not currently possible as there are no water lines along the trail.

Specific enhancements to improve walkability within the City's right-of-way is prioritized through the Sidewalk Prioritization Policy and the Pedestrian Master Plan, currently under development. Trails through City parkland must consider accessibility, feasibility and the impact to the forest and natural habitat. The forested area between Bayard Rustin Elementary School and Carter Road is heavily wooded and contains steep slopes. Access to City parkland is not restricted, yet it is recommended this area be maintained as passive without designated pedestrian trails.

Add a dog park near Town Center, Welsh Park, or the Swim Center. (WECA) – Staff have explored the limited options within the Town Center and believe the best option is to include a dog exercise area in the design of the extension of Maryland Ave. There are two small portions of right of way land that will likely include a stormwater management facility and might be able to accommodate a dog exercise/dog park area.

Add a crosswalk across Forest Avenue at the intersection of Forest Avenue and Harrison Street. (WECA) – This crosswalk was installed during FY 2022.

Provide a continuous pedestrian and bicycle connection between Forest Avenue and Nelson Street. (WECA) – This request would involve the use of an alley. Residents along this alley have not supported this request in the past.



Neighborhood Association Requests (continued)

In the woods and creek behind the Rockville Swim Center, clean up the creek and frame it with rocks; cover dirt paths with a permanent cover; continue the pathways that lead to the park; construct a pathway from Luckett St. through the woods and connect it with the pathways that lead to the Swim Center and old Skate Park; install benches in the woods; create a permanent underground solution for the drain pipe that gets put out when work is being done on the Water Tower; install trash bins and signage about keeping the grounds clean; and install path lighting. (WECA) – Staff does not recommend an asphalt path in this area as it is prone to flooding, nor additional trash receptacles in the park area, but will consider adding benches. The city does not light parks, including paths in/along parks. If a path through/along parks serve as a primary transportation route, as defined by the Pedestrian Master Plan currently under development, then it could be lit. This decision would be made on a case-by-case basis. Installation of lights on any such path would be prioritized with all other pedestrian improvements.

The section of stream in Welsh Park has been evaluated by city staff and while it does exhibit signs of erosion and instability, it does not yet rise to the level to be included in the city's stream restoration program, funded in the CIP. City staff uses objective evaluation methods to identify streams that need to be restored, including the comparative rates of stream bank erosion, potential to impact public infrastructure, and potential to impact private property. Streams in the CIP program are in a more deteriorated condition and have a higher potential to impact infrastructure such as sewer lines or private property. City staff will continue to monitor the condition of this stream and would be happy to work with neighbors to increase the number of stream and park clean-ups to collect trash that may accumulate in the area.

The temporary piping is necessary to safely drain the Carr Avenue Water Tank. The draining is infrequent; in the past 5 years, the Carr Avenue Water Tank has been drained two times. During this operation the temporary piping setup takes approximately 2 days to implement in advance the draining, the draining itself takes approximately 2 days, and the removal of the piping takes approximately 1-2 days to complete. Occasionally, the removal of the piping is not done immediately to be sure the tank does not need to be drained again after refilling; however, that is a rare occurrence. Therefore, although the operation temporarily affects access to the stream valley, it is infrequent and does not warrant implementing a permanent solution. DPW's Operations and Maintenance Division makes every effort to minimize the impact to the stream valley during this operation, deploying the piping for the minimum time needed to safely drain the tank.

Construct a new pickleball court on the location of the old skate park or add lines and moveable nets to existing tennis courts to accommodate pickleball players. (WECA) – The city added pickleball lines to tennis courts at Welsh Park in FY 2022. In response to resident requests for year round soccer facilities, the former skate park area was converted to two soccer/futsal courts during FY 2022.

Construct a pedestrian friendly entrance to Redgate Park at the corner of Norbeck Rd (MD-28) and E. Gude Drive. (RG) – The city is currently working on a master plan for RedGate Park. This request has been shared with the committee and city consultants working on the project. Challenges for access at this location include topography, property ownership, and forested areas.

Construct a sidewalk on the eastern side of Gude Drive from the intersection of Norbeck Dr (MD-28) to the bus stop for Montgomery County Ride On Route 48 (Stop #28260). (RG) – Due to the existing storm structure, Pepco underground utilities, streetlights, trees, and steep slope, this project will be challenging and cost prohibitive.



Neighborhood Association Requests (continued)

Install a neighborhood entrance sign at the intersection of Wootton Parkway and W. Edmonston Drive; provide more rigorous enforcement of code violations; repair asphalt and sidewalks and keep trees trimmed for pedestrians; continue non-native invasive plant removal along creek beds; maintain communication with the community about projects impacting residents; paint the pedestrian crosswalks at all intersections of W. Edmonston Dr.; explain how a community get a pool in the neighborhood. (HCA) – In accordance with the recently approved Comprehensive Plan, the city needs to first develop a policy and plan for implementation of a neighborhood sign initiative before budgeting and considering specific locations. Staff will begin working on a policy and plan in FY 2023. Specific code violation concerns can be reported through the city's website. Repairs and tree trimming occur on maintenance schedules or as needed when specific concerns arise during the year. Non-native plant pulls will continue and will coordinate with the Weed Warrior volunteers. The city has installed nine crosswalks between Wootton Parkway and Cabin John Parkway. Residents can contact the Traffic and Transportation Division directly for any new crosswalk requests. Community pools are owned privately and funded by memberships or owned by an HOA and funded by HOA fees. The city does not provide individual community pools, but does provide both indoor and outdoor swim facilities at the Rockville Swim and Fitness Center.



Cost Recovery Summary

The city's cost recovery policy describes the methodology through which the city pursues recouping both direct and indirect costs associated with regulatory programs and community and individual benefit services (see the Guiding Documents section of this document). This policy is administered at the cost center level and the amount of cost recovery required varies based on tier. In this visualization, the cost centers are categorized by tiers based on the degree of community versus individual benefit. The cost recovery percentages factor in direct costs and a 22.7 percent overhead cost compared to actual and budgeted program revenues.

Recreation and Parks	Actual FY 2019	Actual FY 2020	Actual FY 2021	Adopted FY 2022	Adopted FY 2023	Notes
TIER 1, Community Benefit, Target 0% or greater						
Athletic Fields	0%	0%	0%	0%	0%	
East Parks	0%	0%	0%	0%	0%	
Facilities Maintenance	1%	6%	13%	6%	1%	
Horticulture	0%	0%	0%	0%	0%	
Right-of-Way	1%	2%	4%	2%	2%	
Senior Citizen Support Services	8%	7%	6%	8%	9%	The Senior Center Operations Cost Center continues to be below the target because the Villages program does not generate revenue.
Skate Park ¹	0%	0%	0%	0%	N/A	
Special Events	9%	5%	3%	7%	7%	
Urban Forestry Maintenance	0%	0%	0%	0%	0%	
West Parks	0%	0%	0%	0%	0%	
TIER 2, Considerable Community Benefit, Target 20% to 50%						The Afterschool and Croydon Creek Nature Center Cost Centers are below the recovery targets partly due to program/ facility modifications related to the COVID-19 pandemic. Some of the other programs are also lower in cost recovery compared to previous years for this same reason.
Arts	22%	26%	31%	23%	23%	
Lincoln Park Community Center	26%	20%	3%	18%	20%	
Senior Center Operations	14%	10%	4%	11%	11%	
Senior Citizen Recreation	34%	18%	9%	27%	29%	
Teens and Adventure Sports ¹	55%	51%	21%	44%	33%	
Thomas Farm Community Center	30%	28%	7%	24%	25%	
Twinbrook Community Recreation Center	24%	24%	3%	24%	25%	
TIER 3, Balanced Community & Individual Benefit, Target 30% to 70%						Overall, there will be some inconsistencies with the cost recovery percentages in FY 2020 through FY 2022 because of the pandemic's impact on the community, recreation programs, and general behaviors.
Afterschool	18%	19%	2%	22%	20%	
Civic Center Complex	35%	23%	3%	33%	35%	
Croydon Creek Nature Center	24%	16%	3%	16%	20%	
Senior Citizen Sports & Fitness	51%	37%	30%	43%	41%	
Sports	64%	48%	23%	64%	62%	
Summer Camps ²	76%	70%	14%	72%	57%	
Summer Playgrounds ²	50%	45%	9%	39%	N/A	
TIER 4, Considerable Individual Benefit, Target 70% to 100%						
Childcare	97%	69%	41%	78%	73%	
Classes	88%	74%	50%	83%	89%	
Swim and Fitness Center	82%	62%	48%	68%	70%	
TIER 5, Individual Benefit, Target 100% or greater						
None	N/A	N/A	N/A	N/A	N/A	

¹ Skate Park was consolidated into Teens and Adventure Sports (formerly Teens), which was relocated from Tier 3 to Tier 2.

² Summer Playgrounds was consolidated into Summer Camps, which was relocated from Tier 4 to Tier 3.



Water and Sewer Rates for FY 2023

The FY 2023 water and sewer rates were presented and adopted by the Mayor and Council in November 2021. In general, water and sewer rates are charged by property classification on a quarterly basis. Property classifications include single family, multi-family, and non-residential (non-residential is further broken down by meter size). As detailed below, charges are split between usage charges and ready to serve charges. Approximately 1 percent of city customers are charged on a monthly basis and should adjust these rate schedules accordingly. Beginning in FY 2023, the city will phase-in new rates to more equitably align the rates with the period of utility usage.

Quarterly Water Usage Charges per 1,000 Gallons

Classification	Tier 1 - \$6.12	Tier 2 - \$9.41	Tier 3 - \$14.61	Tier 4 - \$19.71
Single Family	0-9,000	9,001-18,000	18,001-23,000	>23,000
Multi-Family (per unit)	0-7,000	7,001-13,000	13,001-16,000	>16,000
Non-Residential (by meter size)	5/8", 3/4", 1"	0-23,000	23,001-46,000	46,001-59,000
	1 1/2"	0-71,000	71,001-142,000	142,001-182,000
	2"	0-158,000	158,001-316,000	316,001-405,000
	3"	0-318,000	318,001-636,000	636,001-813,000
	4"	0-729,000	729,001-1,458,000	1,458,001-1,863,000
	6"	0-1,060,000	1,060,001-2,120,000	2,120,001-2,709,000
	8"	0-1,576,000	1,576,001-3,152,000	3,152,001-4,029,000
	10"	0-3,889,000	3,889,001-7,778,000	7,778,001-9,938,000

Sewer Usage Charge per 1,000 Gallons

All Meter Sizes	\$10.74
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Quarterly Water and Sewer Ready to Serve Charges

Classification	Water	Sewer
Single Family	\$21.64	\$17.34
Multi-Family	\$15.99 + \$3.96*	\$5.66 + \$8.02*
Non-Residential (by meter size)	5/8", 3/4", 1"	\$30.52
	1 1/2"	\$60.64
	2"	\$115.53
	3"	\$215.81
	4"	\$474.05
	6"	\$682.04
	8"	\$1,006.68
	10"	\$2,459.90

*Charge per dwelling unit.



FY 2023 Budget Ordinance

The annual operating and capital budgets are approved by the Mayor and Council in the form of a budget appropriations ordinance after the Mayor and Council have conducted at least one advertised public hearing. Below is a copy of the FY 2023 adopted budget appropriations ordinance that was adopted on May 9, 2022.

ORDINANCE NO. <u>08-22</u> ORDINANCE: To appropriate Funds and Levy Taxes for Fiscal Year 2023. BE IT ORDAINED BY THE MAYOR AND COUNCIL OF ROCKVILLE, MARYLAND as follows: SECTION I - ANNUAL OPERATING APPROPRIATIONS There are hereby appropriated for the fiscal year beginning July 1, 2022, and ending June 30, 2023, out of the revenues accruing to the City for the purpose of operations, the several amounts hereinafter listed under the column designated "Amounts Appropriated": <table border="1"><thead><tr><th>FUNDS</th><th>AMOUNTS APPROPRIATED</th></tr></thead><tbody><tr><td>General Fund</td><td>(\$93,050,000) <u>\$93,320,400</u></td></tr><tr><td>Water Fund</td><td>(\$14,309,800) <u>\$14,259,800</u></td></tr><tr><td>Sewer Fund</td><td>(\$16,342,000) <u>\$16,292,000</u></td></tr><tr><td>Refuse Fund</td><td>(\$8,416,790) <u>\$8,450,519</u></td></tr><tr><td>Parking Fund</td><td>\$2,403,470</td></tr><tr><td>Stormwater Management Fund</td><td>(\$6,347,220) <u>\$6,352,650</u></td></tr><tr><td>RedGate Golf Course Fund</td><td>\$101,480</td></tr><tr><td>Special Activities Fund</td><td>\$1,421,110</td></tr><tr><td>Community Development Block Grant</td><td>\$263,000</td></tr><tr><td>Speed Camera Fund</td><td>\$1,501,000</td></tr><tr><td>Debt Service Fund</td><td>\$4,471,500</td></tr><tr><td>Town Center Management District Fund</td><td>\$0</td></tr></tbody></table> The "Amounts Appropriated" by this section totaling <u>\$148,627,370</u> <u>\$148,836,920</u> shall be for the annual operating expenses of the departments and agencies of the City and shall be disbursed pursuant to the City Charter and the City Code, under the supervision of the City Manager.	FUNDS	AMOUNTS APPROPRIATED	General Fund	(\$93,050,000) <u>\$93,320,400</u>	Water Fund	(\$14,309,800) <u>\$14,259,800</u>	Sewer Fund	(\$16,342,000) <u>\$16,292,000</u>	Refuse Fund	(\$8,416,790) <u>\$8,450,519</u>	Parking Fund	\$2,403,470	Stormwater Management Fund	(\$6,347,220) <u>\$6,352,650</u>	RedGate Golf Course Fund	\$101,480	Special Activities Fund	\$1,421,110	Community Development Block Grant	\$263,000	Speed Camera Fund	\$1,501,000	Debt Service Fund	\$4,471,500	Town Center Management District Fund	\$0	ORDINANCE NO. <u>08-22</u> Page 2 SECTION II - CAPITAL PROJECTS APPROPRIATIONS There is hereby appropriated out of the revenues accruing to the City for the purpose of capital improvements, the several amounts hereinafter listed under the column designated "Amounts Appropriated": <table border="1"><thead><tr><th>FUNDS</th><th>AMOUNTS APPROPRIATED</th></tr></thead><tbody><tr><td>Capital Projects Fund</td><td>(\$43,291,107) <u>\$45,472,530</u></td></tr><tr><td>Water Fund</td><td>(\$17,488,973) <u>\$16,837,475</u></td></tr><tr><td>Sewer Fund</td><td>(\$9,115,183) <u>\$8,354,136</u></td></tr><tr><td>Refuse Fund</td><td>\$533,345</td></tr><tr><td>Parking Fund</td><td>\$45,000</td></tr><tr><td>Stormwater Management Fund</td><td>(\$10,566,399) <u>11,560,385</u></td></tr><tr><td>Special Activities Fund</td><td>\$2,576,205</td></tr><tr><td>Speed Camera Fund</td><td>(\$1,858,412) <u>1,803,517</u></td></tr><tr><td>Town Center Management District Fund</td><td>\$0</td></tr></tbody></table> The "Amounts Appropriated" by this section totaling <u>\$85,474,624</u> <u>\$87,187,593</u> shall be for improvement projects and shall be disbursed pursuant to the City Charter and the City Code, under the supervision of the City Manager. SECTION III - GENERAL LEVY There is hereby levied against all assessable real property within the corporate limits of the City a tax at the rate of twenty-nine and two-tenths cents (\$0.292) on each \$100 of assessable value of said property. There is also hereby levied, against all assessable personal property within the corporate limits of the City, a tax at the rate of eighty and one-half cents (\$0.805) on each \$100 of assessable value of said property. These taxes are hereby levied in order, together	FUNDS	AMOUNTS APPROPRIATED	Capital Projects Fund	(\$43,291,107) <u>\$45,472,530</u>	Water Fund	(\$17,488,973) <u>\$16,837,475</u>	Sewer Fund	(\$9,115,183) <u>\$8,354,136</u>	Refuse Fund	\$533,345	Parking Fund	\$45,000	Stormwater Management Fund	(\$10,566,399) <u>11,560,385</u>	Special Activities Fund	\$2,576,205	Speed Camera Fund	(\$1,858,412) <u>1,803,517</u>	Town Center Management District Fund	\$0
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ORDINANCE NO. <u>08-22</u> Page 3 with other available revenues and funds of the City government, to provide funds for the "Amounts Appropriated" as set forth in the foregoing Section I. The tax levies herein provided in this section shall not apply to property in the City of Rockville to the extent that such property is not subject to taxes as provided in any valid and binding annexation agreement. SECTION IV - TOWN SQUARE PARKING DISTRICT LEVY There is hereby levied against all non-exempt real property within the Town Square Parking District a tax at the rate of thirty-three cents (\$0.33) on each \$100 of assessable value of said property. These taxes are hereby levied in order, together with other available revenues and funds of the City government, to provide funds for the "Parking Fund" as listed in the "Amounts Appropriated" in Section I. SECTION V - TOWN SQUARE STREET AND AREA LIGHTING DISTRICT LEVY There is hereby levied against all non-exempt real property within the Town Square Street and Area Lighting District a tax at the rate of zero cents (\$0.00) on each \$100 of assessable value of said property. These taxes are hereby levied in order, together with other available revenues and funds of the City government, to provide funds for the "Town Center Management District Fund" as listed in the "Amounts Appropriated" in Section I. SECTION VI - TOWN SQUARE COMMERCIAL DISTRICT LEVY There is hereby levied against all commercial real property within the Town	ORDINANCE NO. <u>08-22</u> Page 4 Square Commercial District a tax at the rate of zero cents (\$0.00) on each \$100 of assessable value of said property. These taxes are hereby levied in order, together with other available revenues and funds of the City government, to provide funds for the "Town Center Management District Fund" as listed in the "Amounts Appropriated" in Section I. SECTION VII - RESERVES There is hereby committed \$1,126,620 in General Fund unassigned fund balance to support the following operating budget items: \$573,620 for the provision of a 1% cost of living adjustment for retirees, \$44,500 for fall protection solutions for the Swim and Fitness Center, \$155,500 for replacement police lasers, \$90,000 for replacement of a wooden fire escape at the Glenview Mansion, \$180,000 for consultant funding for continuity of operations and emergency planning, and \$83,000 for a human services needs assessment. NOTE: [Brackets] indicate material deleted after introduction. Underlining indicates material added after introduction. ***** I hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Mayor and Council of Rockville at its meeting of May 9, 2022.  Kara Taylor-Ferrell, City Clerk/Director of Council Operations																																														



Glossary

Accrual Basis of Accounting – The method of accounting where transactions are recognized when they occur, regardless of the timing of related cash flows.

Adequate Public Facilities Standards (APFS) – City ordinance requiring the existence of adequate public infrastructure to support any development or redevelopment, prior to approval.

Advanced Metering Infrastructure (AMI) – An integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers.

Affordable Care Act (ACA) – 2010 federal health care legislation that among other requirements, mandated documentation of health insurance coverage as part of individual federal income tax filings.

American Federation of State, County and Municipal Employees (AFSCME) – Largest public employee and health care workers' union in the United States.

American Public Works Association (APWA) – A professional organization that exists to develop and support the people, agencies, and organizations that plan, build, maintain, and improve our communities through public works.

American Rescue Plan Act (ARPA) – The American Rescue Plan Act of 2021 is a federal \$1.9 trillion coronavirus rescue package designed to facilitate the United States' recovery from the devastating economic and health effects of the COVID-19 pandemic.

American Society of Civil Engineers (ASCE) – A professional organization that provides technical and professional conferences and continuing education, publishes content on civil engineering, and is a primary source for codes and standards that protect the public.

American Water Works Association (AWWA) – The largest nonprofit, scientific, and educational association dedicated to managing and treating water. With approximately 50,000 members, AWWA provides solutions to improve public health, protect the environment, strengthen the economy, and enhance residents' quality of life.

Americans with Disabilities Act (ADA) – A federal act that gives civil rights protections to individuals with disabilities; like those provided to individuals on the basis of race, sex, national origin, and religion.

America's Water Infrastructure Act (AWIA) – A federal act passed in 2018 that improves drinking water and water quality, deepens infrastructure investments, enhances public health and quality of life, increases jobs, and bolsters the economy.

Amortization – An allocation made for the decrease in value of intangible assets.

Annexation – The incorporation of additional territory within the domain of the city.

Annual Comprehensive Financial Report (ACFR) – An annual report detailing the city's financial condition and activities from the prior fiscal year. It is prepared in accordance with generally accepted accounting principles.



Appropriation – An authorization made by the Mayor and Council that permits city departments to make expenditures of governmental resources for specific purposes within a specific time frame.

Art in Public Architecture (AIPA) – An ordinance devoted to art that is intended to beautify the city. This ordinance identifies construction projects within the city in which an amount is reserved for permanent artwork at the site. Additional details regarding this ordinance can be found in chapter four of the Rockville City Code.

Assessed Valuation – A percent of appraisal value assigned to real estate and certain personal property for use as a basis for levying property taxes.

Assigned Fund Balance – Portion of net resources that are intended to be used for a designated purpose. The authority to assign is designated by the Mayor and Council to the City Manager. Assigning fund balance does not require formal action.

Automated Clearing House (ACH) – A system used to process payments electronically between parties.

Balanced Budget – A budget that has current operating revenues equal to current operating expenditures.

Best Management Practices (BMP) – A term used to describe a type of water pollution control.

Bond – A written promise to pay a designated sum of money (called the principal), at a specific date in the future, together with periodic interest at a specified rate. In the operating budget, these payments are identified as debt service. Bonds are generally used to obtain long-term financing for capital improvements.

Bond Rating – A rating that indicates the probability of timely repayment of principal and interest on bonds issued.

Budget – A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures to fund city services in accordance with adopted policy.

Budget Amendment – Changes made to the appropriation ordinance during the fiscal year to reflect encumbered amounts added to the current budget from the prior fiscal year and adjustments to revenues and expenditures during the year.

Bus Rapid Transit (BRT) – A bus-based mass transit system that uses a dedicated right of way to avoid traffic congestion.

Capital Budget – The annual adoption by the Mayor and Council of project appropriations. Project appropriations are for the amount necessary to carry out a capital project's expenditure plan, including multi-year contracts for which a total appropriation covering several years planned expenditures may be required.

Capital Expenditure – Any expenditure incurred within a project contained in the city's CIP. The city sets criteria for inclusion in the budget as a capital project in the Financial Management Policies.

Capital Improvements Program (CIP) – The annual updated plan or schedule of project expenditures for public facilities and infrastructure with estimated project costs, sources of funding, and timing of work over a five year



period. For financial planning and general management, the CIP is a plan of work and expenditures, and is the basis for annual appropriations and bond issues.

Capital Outlays – Expenditures that result in the acquisition of or addition to fixed assets. Any item with an expected life of three or more years and a value of more than \$5,000, such as an automobile, truck, or furniture, is categorized as a capital outlay.

Capital Project – A governmental effort involving expenditures and funding for the creation of usually permanent facilities and other public assets having a relatively long life. The city sets criteria for inclusion in the budget as a capital project in the Financial Management Policies.

Capital Projects Fund – A governmental fund used to account for general capital construction and improvements for items such as streets, parks, and public buildings.

Chessie Seaboard Multiplier (CSX) – A railroad corporation that provides freight transportation.

Citizen Service Request (CSR) – A request from the community for information and/or assistance with a city service or program that comes into the City Manager's Office or the Office of the Mayor and Council.

Closed Circuit Televised Video (CCTV) – The use of video cameras to transmit a signal to a specific place on a limited set of monitors.

Commission on Accreditation for Law Enforcement Agencies (CALEA) – A credentialing authority whose primary mission is to accredit public safety agencies, namely law enforcement agencies, training academies, communications centers, and campus public safety agencies.

Committed Fund Balance – Portion of net resources limited in use by the highest level of decision-making authority in the city, which is the Mayor and Council.

Community Development Block Grant (CDBG) – Department of Housing and Urban Development grants provided to local communities to benefit low- and moderate-income individuals.

Community Planning and Development Services (CPDS) – A department within the city's organizational structure.

Comprehensive Master Plan (CMP) – A document that describes the city's broad vision for its next 20 years. It guides where and in what form development occurs in the community and frames the city's capital improvement projects. Decisions on land use issues and budget priorities are guided by the extent to which they correspond with the master plan.

Continuity of Operations Plan (COOP) – An effort to ensure that essential functions continue to be performed during a wide range of emergencies, including localized acts of nature, accidents, and technological or attack-related emergencies.

Cost Allocation Plan (CAP) – A systematic approach of identifying, measuring, and allocating administrative or overhead costs to the programs or functions that use those services.



County Impact Tax – A tax imposed by Montgomery County on new residential and commercial buildings and additions to commercial buildings to fund improvements necessary to increase transportation or school capacity. Rockville's share of the County Impact Tax funds portions of several projects in the Transportation Program Area of the CIP.

COVID-19 – Term used to describe a mild to severe respiratory illness that is caused by a coronavirus and is transmitted chiefly by contact with infectious material (such as respiratory droplets) or with objects or surfaces contaminated by the virus. COVID-19 was first identified in Wuhan, China in December 2019 and was declared a global pandemic in March 2020.

Debt Issuance – The sale or issuance of any type of debt instrument, such as bonds.

Debt Limit – The statutory or constitutional maximum debt that an issuer can legally incur.

Debt Ratios – The ratios that provide measures of assessing debt load and ability to repay debt, which play a part in the determination of credit ratings. They also are used to evaluate the city's debt position over time and against its own standards and policies.

Debt Service – The payment of interest on and repayment of principal on borrowed funds. The term also may be used to refer to payment of interest alone.

Debt Service Fund – A governmental fund that accounts for the payment of principal and interest on the general long-term debt of the city.

Deficit – The amount by which a government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

Department – A major administrative unit of the city that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Department of Public Works (DPW) – A department within the city's organizational structure.

Depreciation – An allocation made for the decrease in value of physical assets through wear, deterioration, or obsolescence.

Disbursement – The expenditure of monies from an account.

Disinfectants and Disinfection By-Product Rule – The Stage 2 Disinfection By-Product Rule (Stage 2 D/BPR) regulates specific chemical contaminants in drinking water. The Stage 2 D/BPR (effective in 2013 for the City of Rockville) strengthens the Stage 1 D/BPR by providing specific guidance on where to draw water samples from the distribution system to ensure samples are drawn from areas with greater potential for DBP formation. The goal of this U.S. EPA regulation was to protect public health by limiting exposure to these DBPs. An additional component of the Stage 2 D/BPR is that the sample data must be averaged at each sample location for four consecutive quarters (called a locational running annual average).



Distinguished Budget Presentation Award Program – A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

District of Columbia Water and Sewer Authority (DCWater) – A regional water and sewer authority that provides retail water and wastewater services to the District of Columbia, and provides wholesale treatment service to Montgomery, Prince George’s, Fairfax, and Loudoun counties.

Division – A categorization of organizational unit, indicating management responsibility for an operation or a group of related operations within a functional area, subordinate to the department level of organizational unit.

Encumbrance – A commitment to pay for future goods and services formally documented with a contract or agreement that may extend over more than one budget year. Both encumbrances and planned expenditures on a project must fit within the budget appropriation.

Enterprise Content Management (ECM) – A formalized means of organizing and storing an organization's documents and other content that relate to the organization's processes.

Enterprise Fund – A fund established to account for operations that are financed and operated in a manner similar to a private business, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The city's enterprise funds include Water, Sewer, Refuse, Parking, Stormwater Management (SWM), and RedGate Golf Course.

Enterprise License Agreement (ELA) – An agreement to allow an entire organization to access software for a specified period of time for a specified value.

Enterprise Resource Planning (ERP) – A category of business-management software—typically a suite of integrated applications—that an organization can use to collect, store, manage and interpret data from many business activities.

Environmental Protection Agency (EPA) – An agency of the United States government created for the purpose of protecting human health and the environment by writing and enforcing regulations based on laws passed by Congress.

Equivalent Residential Unit (ERU) – Unit of measure used in determining the annual Stormwater Management utility fee.

Expenditure – Term used for governmental funds. This represents the issuance of checks, disbursement of cash, or electronic transfer of funds made to liquidate an obligation. Where accounts are kept on an expense accrual or modified expenditure accrual basis, expenditures are recognized whether or not cash payments have been made. Where accounts are kept on a cash basis, they are recognized only when cash payments have been made.

Expense – Term used for enterprise funds. This represents the outflow of assets or incurrence of liabilities (or both) during a period as a result of rendering services, delivering or producing goods, or carrying out other normal operating activities.



Faster, Accountable, Smarter, Transparent (FAST) – Community Planning and Development Services initiative to improve Rockville’s development review and permitting processes.

Fats, Oils, and Grease (FOG) – Cooking fats, oils, and grease that can clog sewer systems.

Federal Bureau of Investigation (FBI) – The domestic intelligence and security service of the United States, which simultaneously serves as the nation's prime federal law enforcement agency.

Federal Clean Water Act – The Clean Water Act was enacted in 1948 and expanded in 1972. The purpose of this federal law is to regulate discharges of pollutants into the waters of the United States and to regulate the quality standards for surface waters.

Federal Communications Commission (FCC) – An independent United States government agency overseen by Congress that regulates interstate and international communications by radio, television, wire, satellite, and cable in all 50 states, the District of Columbia, and U.S. territories.

Federal Emergency Management Agency (FEMA) – A federal agency under the Department of Homeland Security responsible for the preparation, response, and recovery from hazards, including natural disasters.

Federal Realty Investment Trust (FRIT) – The commercial developer of Town Square. FRIT also operates and manages the Town Center parking garages.

Fees and Credits – Income resulting from a billing for services or a sale made by the city. For example, athletic program registration fees, building permit fees, and animal licenses.

Fiscal Policy – The city's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides a set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY) – A twelve-month accounting period that has no relationship to a calendar year. The fiscal year for the city begins on July 1 of each year and ends on June 30 of the following year. It is designated by the calendar year in which it ends. For example, FY 2023 begins on July 1, 2022, and ends on June 30, 2023.

Fixed Assets – Assets of a long-term character which are intended to continue to be held and used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.

Forest and Tree Preservation Ordinance (FTPO) – City ordinance designed to comply with the Maryland State Forest Conservation Manual, including requiring the preparation of State mandated reports; providing standards for the protection of the city’s existing trees, replacement of trees lost during development, and planting of new trees on non-forested land.

Full Faith and Credit – A pledge of the city's taxing power to repay debt obligations.

Full-Time Equivalent (FTE) – A measure of authorized personnel calculated by dividing hours of work per year by the number of hours worked per year by a full-time employee.



Fund – A fiscal entity with revenues and expenses that are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations and constituting an independent fiscal and accounting entity.

Fund Balance – The cumulative difference between revenues and expenditures over the life of a fund. This term is used for the city's governmental funds.

General Fund – The general operating fund that is used to account for all financial resources except for those required to be accounted for in another fund. This is the principal fund of the city and accounts for the normal recurring activities of the city.

General Government Program Area – The section in the CIP that focuses on: construction, renovation, and replacement of city-owned facilities; enhancements to the city's information and communications systems; development of the central business district; enhancement of the gateways to the city; and other projects that do not clearly fit into one of the other program areas of the CIP.

General Obligation Bonds – The type of bonds that are backed by the full faith and credit of the issuing government.

Generally Accepted Accounting Principles (GAAP) – Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

Geographic Information Systems (GIS) – An electronic system designed to capture, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

Gigabit Ethernet (GbE) – A term describing various technologies for transmitting Ethernet frames at a rate of a gigabit per second (1,000,000,000 bits per second).

Golf Fund – An enterprise fund used to account for the financial activity associated with the city's public golf course. Also called the RedGate Golf Course Fund.

Government Finance Officers Association (GFOA) – Professional organization whose purpose is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental Accounting Standards Board (GASB) – This organization was established as an arm of the Financial Accounting Foundation in April 1984 to promulgate standards of financial accounting and reporting with respect to activities and transactions of state and local governmental entities.

Governmental Fund – The funds through which most government functions are financed. The city's governmental funds are the General, Debt Service, Capital Projects, and Special Revenue Funds.

Grant – County, State, or federal funding in cash or in kind used for a specified program.



Gross Bonded Debt – The total amount of direct debt of a government represented by outstanding bonds before deduction of any assets available and earmarked for their retirement.

Healthy Eating Active Living (HEAL) – Initiatives designed to incorporate aspects of healthy eating and exercise into daily life to ensure better public health for residents.

Heating, Ventilation, and Air Conditioning (HVAC) – Term used when referring to the replacement and/or repair of heating, ventilation, and air conditioning systems and equipment.

High Definition (HD) – Television format with substantially higher image resolution than standard formats.

Highway User Revenue (HUR) – Revenue distributed to local jurisdictions for their share of gasoline tax and vehicle registrations collected by the State of Maryland.

Historic District Commission (HDC) – A city commission responsible for recommending city historic district boundaries and reviewing homeowner applications for construction and renovations within such districts.

Home Energy Assistance Program (HEAP) – Program that offers one-time financial assistance in supplementation of local and statewide residential energy programs of up to \$5,000 for utility efficiency retrofits.

Housing and Community Development (HCD) – A department within the city's organizational structure.

Human Resources (HR) – A department within the city's organizational structure.

Income Protection Plan (IPP) – The city's self-funded long-term disability program.

Inflow and infiltration (I/I) – Terms used to describe the ways groundwater and stormwater enters the sanitary sewer system.

Information Technology (IT) – A department within the city's organizational structure.

Infrastructure – The physical assets of a city (streets, water, sewer, public buildings, and/or parks) upon which the continuance and growth of a community depend.

Institutional Network (I-Net) – A fiber optic network linking key city facilities to enable/enhance telephone, data, and video communications

Interfund Operating Transfers – Payments made from one operating fund to another as a contribution to defray a portion of the recipient fund's costs.

Intergovernmental Revenues – The revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Internal Revenue Service (IRS) – A United States government agency responsible for the collection of federal taxes.

Journal Voucher (JV) – A recording of financial data processed by the Accounting and Audit Cost Center.



Leadership in Energy and Environmental Design (LEED) – The Leadership in Energy and Environmental Design (LEED) Green Building Rating System was developed by the U.S. Green Building Council. LEED is a third-party certification program and is the nationally accepted benchmark for the design, construction, and operation of high-performance green buildings.

Lesbian, Gay, Bisexual, Transgender, Queer/Questioning (LGBTQ) – The community of individuals with non-heterosexual sexual orientation or gender preferences.

Levy – (verb) To impose taxes or special assessments for the support of governmental activities. (noun) A tax or special assessment imposed by a government.

Liabilities – Debts or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Light-Emitting Diode (LED) – A semiconductor diode that emits light when conducting current and is used in electronic displays, indoor and outdoor lighting, etc. LEDs have many advantages over incandescent light sources including lower energy consumption, longer lifetime, improved physical robustness, smaller size, and faster switching.

Linkages to Learning (LTL) – A program administered by the city that provides services to at-risk children and their families designed to improve performance in school, home, and community.

Local Government Insurance Trust (LGIT) – A nonprofit organization that provides joint self-insurance programs or pools for cities, towns, and counties in Maryland.

Long-Term Debt – A type of debt with a maturity date of greater than one year after the date of issuance.

Long-Term 2 Enhanced Surface Water Treatment Rule (LT2 Rule) – LT2 regulations are part of a group of EPA regulations focused on regulation and control of the microbial contaminants, such as Legionella and Giardia lamblia and Cryptosporidium. Based on the level of vulnerability of the water supply to the contaminants, systems will be required to implement additional treatment processes. LT2 is effective in 2013 for the City of Rockville.

Manhole Assessment Certification Program (MACP) – A program for the coding of defects within manholes.

Maryland Department of the Environment (MDE) – A department within the State of Maryland's organizational structure.

Maryland National Capital Park and Planning Commission (MNCPPC) – A bi-County agency that administers parks and planning in Montgomery and Prince George's Counties in Maryland.

Maryland Public Information Act (MPIA) – A request made by any citizen for access to government records as granted under the Maryland Public Information Act.

Metropolitan Washington Council of Governments (MWCOG) – An independent non-profit association comprised of 22 local governments in the greater Washington, DC, metropolitan area.



Megabits Per Second (Mbps) – A unit of measurement for bandwidth on a network. One megabit is equal to 1,000,000 bits.

Million Gallons Per Day (MGD) – A unit of measure for water and wastewater.

Minority, Female, or Disabled-Owned (MFD) – A city procurement initiative designed to encourage and increase participation by minority, female, and disabled-owned businesses in city procurement processes.

Moderately Priced Dwelling Unit (MPDU) – Detached and semi-detached homes (duplexes), townhouses, condominium units, and apartments that are for rent or sale through a program that promotes moderately priced units for people of all incomes.

Modified Accrual Basis of Accounting – The accrual basis of accounting adapted to the governmental fund type. It is a modified version of the full accrual basis of accounting in that it, in general, measures the actual financial flow of an organization, rather than capital accumulation (profit or loss).

Montgomery County Public Schools (MCPS) – Montgomery County organizational unit responsible for the education, transportation, and other care services for County children associated with schools.

Multi-Family Residential – Water and sewer accounts serving multiple residential dwelling units that are not individually metered, typically including but not limited to apartments and condominiums.

Municipal Separate Storm Sewer System (MS4) permit – The Clean Water Act permit given to the city by the State of Maryland requiring control of pollution discharged from the municipalities' storm drain system. It is designed to help achieve local, State and regional water quality standards.

National Crime Information Center (NCIC) – The United States' central database for tracking crime-related information.

National Pollutant Discharge Elimination System (NPDES) – Requirements imposed through the Clean Water Act.

Nationally Recognized Statistical Ratings Organization (NRSRO) – A credit rating agency that is registered and approved by the Securities and Exchange Commission to provide an assessment of the creditworthiness of a firm or financial instrument(s).

Net Bonded Debt – Gross bonded debt less any cash or other assets available and earmarked for its retirement.

Non-Departmental Operating Expenditures – Operating expenditures which are not charged directly to specific departments but are a cost to the city as a whole, such as debt service payments and general liability insurance.

Non-Residential – Water and sewer accounts that are not included under single family residential or multi-family residential, including but not limited to retail, offices, hotels, motels, manufacturing, industrial, separate irrigation or water only meters, and institutional.

Nonspendable Fund Balance – Portion of net resources that cannot be spent because of their form (such as inventory or buildings) or because they must be maintained intact (such as an endowment fund).



Objective – The desired output-oriented activities that can be measured and achieved within a given time frame such as the current fiscal year. Achievement of the objective advances an organization toward a corresponding long-range goal.

Obligations – Amounts that a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

Occupational Safety and Health Administration (OSHA) – An organization within the United States Department of Labor that was established by Congress to assure safe and healthful working conditions for working men and women by setting and enforcing standards and by providing training, outreach, education and assistance.

Office of the City Attorney (OCA) – A department within the city’s organizational structure.

Operating Cost Impact (OCI) – Expenses required to operate and maintain the infrastructure, facilities, and properties funded in the Capital Improvements Program (CIP).

Operating Expenditures – Costs other than expenditures for personnel directly employed by the city (salaries, wages, and fringe benefits) and capital outlays. Examples of operating expenditures include office supplies, telephone expense, consulting or professional services, travel expenses, and contracts.

Ordinance – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a State statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be enacted by ordinance and those which may be enacted by resolution.

Other Postemployment Benefits Plan (OPEB) – Non-pension benefits an employee receives postemployment.

Overlapping Debt – The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government that must be borne by property within each government.

Owner’s Representative – A third-party hired to protect the owner’s (the city’s) interests throughout all phases of a construction project.

Parking Fund – The enterprise fund used to account for the revenue and expenses from parking related activities, including the issuance of parking tickets, the parking meter program, and costs associated with the leasing of parking garages in Town Center.

Part I Crimes – Serious crimes as reported in the Federal Bureau of Investigations Uniform Crime Report (UCR) every year, including murder, forcible rape, robbery, aggravated assault, burglary, motor vehicle theft, larceny-theft, and arson.

Part II Crimes – Lesser crimes, including: simple assault, curfew offenses and loitering, embezzlement, forgery and counterfeiting, disorderly conduct, driving under the influence, drug offenses, fraud, gambling, liquor offenses, offenses against the family, prostitution, public drunkenness, runaways, sex offenses, stolen property, vandalism, vagrancy, and weapons offenses.



Paygo – Capital expenditures included in the CIP that are funded by a contribution from an operating fund.

Per Capita – Per unit of population; by or for each person.

Personnel (Costs) – Expenditures that include salary costs for full-time, part-time, temporary, and contract employees, overtime expenses, and all associated fringe benefits.

Pipeline/Manhole Assessment Certification Program (P/MACP) – A set of standardized procedures developed by the NASSCO, Inc. association to inspect and assess sanitary sewer systems using closed circuit television cameras (CCTVs).

Planned Improvement Project (PIP) – Projects, studies, or major purchases that the city is considering in the next five fiscal years. These items are accounted for in the operating budget because they do not meet the criteria to be included in the Capital Improvements Program budget. The planned improvements projects are updated on an annual basis. Inclusion as a future planned improvement project does not guarantee future funding, as all projects are evaluated against other city priorities each fiscal year.

Point of Sale (POS) – Software that enables tracking of revenues and inventory in real time as transactions are processed.

Popular Annual Financial Report – A more concise and accessible report detailing the data contained in the city's Annual Financial Report.

Potomac Electric Power Company (Pepco) – Electric service provider to customers in Washington DC, and Montgomery and Prince George's counties in Maryland.

Prior Year(s) – The fiscal year(s) preceding the current fiscal year.

Program Area – CIP projects with a common focus. The five program areas in the city's CIP are: Recreation and Parks; Transportation; Stormwater Management; Utilities; and General Government.

Projected Spend – An estimate of how much will be expended in a fiscal year on a cash basis. Cash basis differs from budget basis, as defined in the city's Financial Management Policies.

Projections – The estimate of budget authority, outlays, receipts, or other amounts extending several years into the future. Projections generally indicate the budgetary implications of existing or proposed programs.

Property Tax – A tax levied on all real and personal property according to the property's assessed valuation. The power to impose and collect property taxes is given to the Mayor and Council in Article IV, Section 1 of the City Charter.

Real Estate Effort for Affordable Community Housing (REACH) – Program to provide assistance to low to moderate income first time homebuyers.

Receipts – Collections from the public based on a government's exercise of its sovereign powers. Governmental receipts consist of receipts from taxes, court fines, gifts and contributions, and compulsory licenses.



Recreation and Parks Program Area – The section of the CIP focused on projects that provide for an environment where citizens can enjoy nature and leisure time activities.

RedGate Golf Course Fund – An enterprise fund used to account for the financial activity associated with the city's public golf course (the course is closed). This fund will close at the end of FY 2023.

Refuse Fund – An enterprise fund used to account for the financial activity associated with the collection and disposal of recycling, refuse, and yard waste.

Regional Stormwater Management Participation – Fees paid by developers based on the amount of impervious area to be developed to finance the city's construction and maintenance of facilities.

Regular Employee – An employee who is hired to fill a position anticipated to have continuous service duration of longer than one year, whose compensation is derived from the city's Administrative, Police, or Union classification tables, and whose position is established in the Position Control System.

Reimbursement – A sum (1) that is received by the government as a repayment for commodities sold or services furnished either to the public or to another government account and (2) that is authorized by law to be credited directly to specific appropriation and fund accounts.

Request for Proposal (RFP) – Procurement process whereby a good or service is selected through a competitive bidding process by allowing prospective providers to submit proposals to provide those goods or services.

Resolution – A special or temporary order of a legislative body that requires less legal formality than an ordinance or statute.

Restricted Fund Balance – Portion of net resources limited in use by constitutional provisions or enabling legislation; creditors, grantors, contributors; or the laws and regulations of other governments. Authority to restrict lies with the external parties (such as grantors; bond holders; County, State, or federal governments).

Retained Earnings – The increase or decrease to net assets of an enterprise fund reduced by amounts transferred to capital accounts.

Revenue – Monies received or collected by the city as income, including such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, shared revenues, and interest income.

Revenue Bonds – The type of bonds where principal and interest payments are payable exclusively from the earnings from an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain mortgages on enterprise fund property.

Rockville City Police Department (RCPD) – A department within the city's organizational structure.

Rockville Economic Development, Inc. (REDI) – A nonprofit corporation established by the city for the purpose of supporting existing businesses and attracting new businesses to the city.

Rockville Emergency Assistance Program (REAP) – A city program that provides emergency financial assistance to citizens experiencing financial crises related to events such as evictions, utility shut-offs, or medical expenses.



Rockville Housing Enterprises (RHE) – A public housing agency dedicated to enhancing opportunities for self-sufficiency and providing quality, safe, and affordable housing for citizens of the City of Rockville.

Rockville Seniors, Inc. (RSI) – A private nonprofit corporation designed to raise money for the city’s Senior Center.

Rockville Swim and Fitness Center (RSFC) – The city’s full-service aquatics, fitness, and recreation facility.

Rockville Town Center (RTC) – A mixed-use neighborhood in central Rockville featuring Rockville City Hall, County government buildings, high rise residential buildings, restaurants, shops, and other commercial establishments.

Rockville Volunteer Fire Department (RVFD) – The city’s volunteer fire department consisting of over 200 members serving the Rockville area.

Sanitary Sewer Evaluation Study (SSES) – An inspection of the sanitary sewer system to locate existing problems that could lead to backups and/or overflows.

Sewer Fund – An enterprise fund used to account for the financial activity associated with the collection and treatment of sewage.

Sewer Line Rapid Assessment Tool (SL-RAT) – A portable onsite assessment tool that provides a sewer line blockage assessment in a short amount of time.

Single Family Residential – Water and sewer accounts for residential dwelling units that are individually metered, typically including but not limited to single-family detached homes, townhomes, duplexes, triplexes, and mobile homes.

Special Activities Fund – A special revenue fund that receives revenues from fund-raising and community activities, payment-in-lieu programs, as well as from a variety of corporations and community service organizations. The amount that is appropriated each year is directly related to the overall revenues received in the past years, and projected revenues for the next year.

Special Assessment – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes. The city's special revenue funds are the Special Activities Fund, the Community Development Block Grant Fund, and the Speed Camera Fund.

Speed Camera Fund – A fund used to account for proceeds of the city’s Speed Camera revenues that are restricted by law, and are to be used for new traffic or pedestrian safety expenditures.

State Department of Assessments and Taxation (SDAT) – A department within the State of Maryland’s organizational structure that is responsible for assessing real and personal property in the City of Rockville.

State Highway Administration (SHA) – A department within the State of Maryland’s organizational structure.



Stormwater Management (SWM) – A means of controlling the quantity and quality of stormwater runoff flowing downstream. SWM can refer to structural practices such as underground storage facilities, dams for retention, and detention facilities, or it can refer to non-structural practices such as wider stream buffers.

Stormwater Management Fund – An enterprise fund used to account for costs of maintaining existing stormwater management facilities and the construction of new facilities.

Stormwater Management Program Area – The section in the CIP focused on projects that provide for the preservation, restoration, and care of the city's natural and man-made physical resources, specifically through stormwater management and stream restoration.

Structural Deficit – When annual budgeted expenditures exceed annual budgeted revenues in a given fiscal year.

Surplus – The amount by which the city's budget actual receipts exceed its budget actual outlays for a given period, usually a fiscal year.

System Control and Data Acquisition (SCADA) System – A system that collects data from various sensors at the Water Treatment Plant, water distribution system, and wastewater collection system and then sends this data to a central location to coordinate, manage, and control the systems.

Tax Base – All forms of wealth under the city's jurisdiction that are taxable.

Tax Duplication – A state of affairs whereby both Montgomery County and the City of Rockville levy property taxes on property in Rockville to pay for services rendered by the city. The County makes a lump sum payment to the city as a mechanism for alleviating the inequities otherwise created by the duplicate taxation.

Tax Rate – The amount levied per \$100 of assessed property value, as determined by the State assessor, on property within the City of Rockville. The Mayor and Council establish the tax rate each year in order to finance General Fund activities.

Temporary Employee – An employee who is hired to fill a position anticipated to have continuous service duration of less than one year and whose compensation is not derived from the city's Administrative, Police, Union, or Recreation and Parks classification tables. These employees do not receive fringe benefits.

Total Maximum Daily Loads (TMDL) – Measurement requirements imposed through the Clean Water Act.

Transfer – Shifting of all or parts of the budget authority in one appropriation or fund account to another as specifically authorized by law.

Transportation Demand Management (TDM) – City program designed to address the demand of transportation resources and make more efficient use of those resources. TDM programs typically consist of education, marketing, outreach to employers and residents, and advocacy for a variety of commuting options.

Transportation Planning Board (TPB) – The federally designated metropolitan planning organization for metropolitan Washington, housed within and staffed by the Metropolitan Washington Council of Governments.



Transportation Program Area – The section in the CIP focused on projects that provide for the maintenance and construction of public ways and participation in the planning of mass transit.

Unassigned Fund Balance – Total fund balance in the General Fund in excess of nonspendable, restricted, committed, and assigned fund balance.

Uniform Crime Report (UCR) – Official United States crime data, published by the Federal Bureau of Investigation.

Unified Computing System (UCS) – A data center platform that unites computing, networking, storage access, and virtualization into one cohesive system.

User Fees – Payment for a public service by the party benefiting from the service; also known as user charges.

Utilities Program Area – The section in the CIP focused on projects that provide for the planning, study, design, and construction of water and sewer projects to provide adequate and safe water for consumption and fire suppression, and adequate sewage conveyance.

Voice Over Internet Protocol (VoIP) – A methodology and group of technologies for the delivery of voice communications and multimedia sessions over Internet Protocol networks, such as the Internet.

Waiver Fees – Fees paid by developers based on the amount of impervious area to be developed to finance the city's construction and maintenance of facilities.

Washington Metropolitan Area Transit Authority (WMATA) – A regional transportation provider responsible for bus and rail public transit in the Washington, D.C. Metropolitan area. Rockville is served by a variety of its bus routes and its METRO rail red line includes two stops within the city limits.

Washington Suburban Sanitary Commission (WSSC) – One of the largest water and wastewater utilities in the nation, with a network of nearly 5,600 miles of fresh water pipeline and over 5,400 miles of sewer pipeline. WSSC's service area spans nearly 1,000 square miles in Prince George's and Montgomery counties, and they serve 1.8 million residents through approximately 460,000 customer accounts. Approximately 30 percent of Rockville residents use WSSC services.

Water Distribution System – The network of water pipes through which drinking water is delivered.

Water Fund – An enterprise fund used to account for the financial activities associated with the treatment and distribution of potable water.

Water Treatment Plant (WTP) – City facility responsible for ensuring the quality of Rockville's drinking water.

Working Capital – A term used to describe the unreserved fund balance calculated by subtracting current liabilities from current assets.

Zoning – The partitioning of a city, borough, or township by ordinance into sections reserved for different purposes (i.e. residential, offices, manufacturing).



Acronyms

ACA – Affordable Care Act
ACH – Automated Clearing House
ACFR – Annual Comprehensive Financial Report
ADA – Americans with Disabilities Act
AFSCME – American Federation of State, County, and Municipal Employees
AIPA – Art in Public Architecture
AMI – Advanced Metering Infrastructure
APFS – Adequate Public Facilities Standards
APWA – American Public Works Association
ARPA – American Rescue Plan Act
ASCE – American Society of Civil Engineers
AWIA – America’s Water Infrastructure Act
AWWA – American Water Works Association
BMP – Best Management Practices
BRT – Bus Rapid Transit
CALEA – Commission on Accreditation for Law Enforcement Agencies
CAP – Cost Allocation Plan
CCTV – Closed Circuit Televised Video
CDBG – Community Development Block Grant
CIP – Capital Improvements Program
CMP – Comprehensive Master Plan
COOP – Continuity of Operations Plan
COVID-19 – Coronavirus Disease of 2019
CPDS – Community Planning and Development Services
CSR – Citizen Service Request
CSX – Chessie Seaboard Multiplier
DCWater – District of Columbia Water and Sewer Authority
DPW – Department of Public Works
ECM – Enterprise Content Management
ELA – Enterprise License Agreement
EPA – Environmental Protection Agency
ERP – Enterprise Resource Planning
ERU – Equivalent Residential Unit
FAST – Faster, Accountable, Smarter, Transparent
FBI – Federal Bureau of Investigation
FCC – Federal Communications Commission
FEMA – Federal Emergency Management Agency
FOG – Fats, Oils, and Grease
FRIT – Federal Realty Investment Trust
FTE – Full-Time Equivalent
FTPO – Forest and Tree Preservation Ordinance
FY – Fiscal Year
GAAP – Generally Accepted Accounting Principles
GASB – Governmental Accounting Standards Board



GbE – Gigabit Ethernet
GFOA – Government Finance Officers Association
GIS – Geographic Information Systems
HD – High Definition
HCD – Housing and Community Development
HDC – Historic District Commission
HEAL – Healthy Eating Active Living
HEAP – Home Energy Assistance Program
HR – Department of Human Resources
HUR – Highway User Revenue
HVAC – Heating, Ventilation, and Air Conditioning
I-Net – Institutional Network
I/I – Inflow and Infiltration
IPP – Income Protection Plan
IRS – Internal Revenue Service
IT – Information Technology
JV – Journal Voucher
LED – Light-Emitting Diode
LEED – Leadership in Energy and Environmental Design
LGBTQ – Lesbian, Gay, Bisexual, Transgender, Queer/Questioning
LGIT – Local Government Insurance Trust
LTL – Linkages to Learning
LT2 Rule – Long-Term 2 Enhanced Surface Water Treatment Rule
MACP – Manhole Assessment Certification Program
Mbps – Megabits per second
MCPS – Montgomery County Public Schools
MDE – Maryland Department of the Environment
MFD – Minority, Female, or Disabled-Owned
MGD – Million Gallons per Day
MNCPPC – Maryland National Capital Park and Planning Commission
MPDU – Moderately Priced Dwelling Unit
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MWCOG – Metropolitan Washington Council of Governments
NCIC – National Crime Information Center
NPDES – National Pollutant Discharge Elimination System
NRSRO – Nationally Recognized Statistical Ratings Organization
OCA – Office of the City Attorney
OCI – Operating Cost Impact
OPEB – Other Postemployment Benefits
OSHA – Occupational Safety and Health Administration
P/MACP – Pipeline/Manhole Assessment Certification Program
Pepco – Potomac Electric Power Company
PIP – Planned Improvement Project
POS – Point of Sale
RCPD – Rockville City Police Department
REAP – Rockville Emergency Assistance Program



REACH – Real Estate Effort for Affordable Community Housing
REDI – Rockville Economic Development, Inc.
RFP – Request for Proposal
RHE – Rockville Housing Enterprises
RSFC – Rockville Swim and Fitness Center
RSI – Rockville Seniors, Incorporated
RTC – Rockville Town Center
RVFD – Rockville Volunteer Fire Department
SCADA – System Control and Data Acquisition
SDAT – State Dept. of Assessments and Taxation
SHA – State Highway Administration
SL-RAT – Sewer Line Rapid Assessment Tool
SSES – Sanitary Sewer Evaluation Study
SWM – Stormwater Management
TDM – Transportation Demand Management
TMDL – Total Maximum Daily Loads
TPB – Transportation Planning Board
UCR – Uniform Crime Report
UCS – Unified Computing System
VoIP – Voice Over Internet Protocol
WMATA – Washington Metropolitan Area Transit Authority
WSSC – Washington Suburban Sanitary Commission
WTP – Water Treatment Plant



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