

# LEGISLATIVE BRANCH - 02

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## MISSION

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The Legislative Branch establishes laws, regulations and policies that balance the diverse needs and interests of those individuals who live and work in Prince George's County.

## CORE SERVICES:

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- Exercise legislative powers under the Maryland constitution including those previously exercised by the General Assembly of Maryland but transferred to the people of the County by virtue of the adoption of the County Charter.
- Evaluate the performance and effectiveness of County programs to assure citizen satisfaction.
- Plan diverse, safe and functional communities.
- Encourage public participation in all governmental policy actions.
- Deliver the best possible public health, safety, education and government service programs at an affordable cost.

## FY 2008 KEY ACCOMPLISHMENTS:

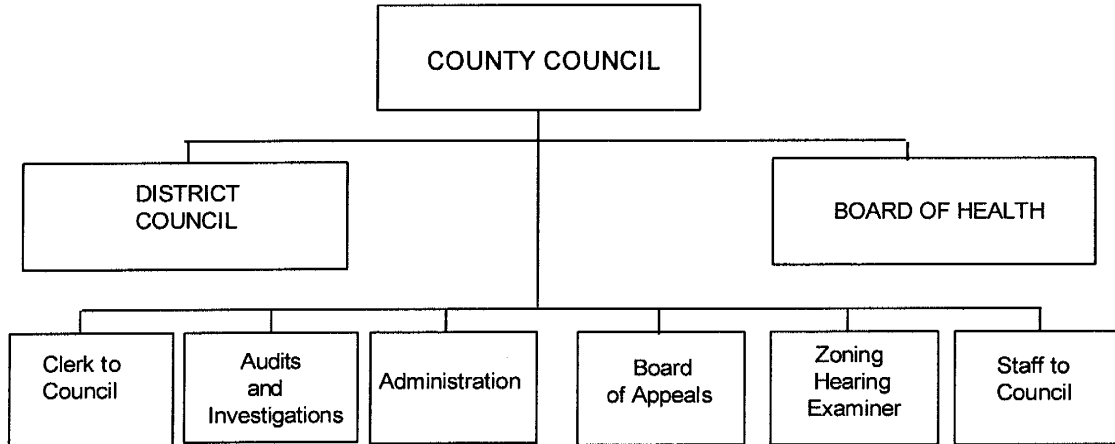
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- The Council continued to subsidize the operation of the hospital facilities leased to and operated by Dimensions Health Corporation, while concurrently working with the State to pursue public and private partnerships to provide quality health care services to the residents of the County, while maintaining essential health care facilities in a cost effective manner.
- Approved the Board of Education (BOE) budget at \$1,655,211,600 as submitted.
- Authorized the borrowing of \$49.1 million to finance new construction and renovation work on County public schools.
- Established and funded the County's Historic Property Grant program.
- Amended the Police Pension Plan to include an enhanced, "line of duty" death benefit.
- Amended the certification of Minority Business Enterprise (MBE) to allow the Office of Central Services to enhance their oversight of the certification process.
- Established a Disadvantaged Business Enterprise (DBE) program to assist disadvantaged entrepreneurs to perform work under the County's competitive bid process.
- Increased the Public School Facility Surcharge and Public Safety Surcharge which developers have to pay to enhance the County's public school system and Police and Fire departments prior to being authorized to build in the County.
- The Council expressed its continuing opposition to the Inter-County Connector (ICC) because of environmental impacts, the excessive cost and better mass transportation alternatives that are available.
- The Council by legislative action created several more Agricultural Land Preservation districts in accordance with the procedure established by the Maryland Agricultural Land Preservation Foundation.
- Established the Common Ownership Division of the Office of Community Relations to assist homeowner associations (CB-15-2007).
- Established special notification requirements for all real estate transactions that occur in a Special Taxing District in the County.
- The Council has initiated, considered, revised and/or approved zoning master plans and comprehensive rezoning in the following areas of the County: Countywide Master Plans of Transportation and Public Safety;

New Gateway Arts District; New Carrollton Transit District Overlay Zone; Comprehensive rezoning of the Sub region V and Sub region VI areas of the County as well as Suitland District Heights Master Plan and the Takoma-Langley Park Master Plan.

- Developed financing strategies for the public facilities related to the development and implementation of the Westphalia Sector Plan and Sectional Map Amendment

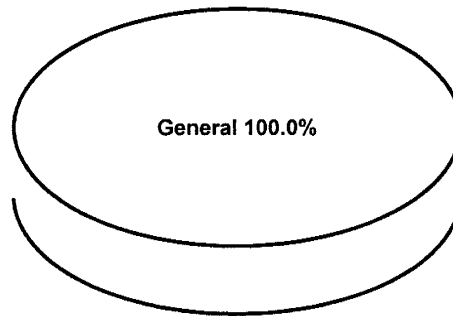
**ORGANIZATIONAL CHART:**



	FY2007 ACTUAL	FY2008 BUDGET	FY2008 ESTIMATED	FY2009 APPROVED	CHANGE FY08-FY09
<b>TOTAL EXPENDITURES</b>	\$ 11,173,765	\$ 13,673,400	\$ 13,267,800	\$ 14,041,000	2.7%
<b>EXPENDITURE DETAIL</b>					
The County Council	1,305,309	1,530,100	1,550,400	1,594,300	4.2%
Council Administration	6,050,735	6,640,300	6,584,300	7,330,300	10.4%
Clerk To The Council	889,986	1,026,700	927,800	1,050,600	2.3%
Audits & Investigations	2,029,713	2,244,100	2,004,900	2,429,600	8.3%
Zoning Hearing Examiner	592,786	649,000	699,900	664,800	2.4%
Non-divisional	897,567	2,188,400	2,106,200	1,895,200	-13.4%
Board Of Appeals	57,550	67,800	67,300	67,200	-0.9%
Recoveries	(649,881)	(673,000)	(673,000)	(991,000)	47.3%
<b>TOTAL</b>	\$ 11,173,765	\$ 13,673,400	\$ 13,267,800	\$ 14,041,000	2.7%
<b>SOURCES OF FUNDS</b>					
General Fund	\$ 11,173,765	\$ 13,673,400	\$ 13,267,800	\$ 14,041,000	2.7%
Other County Operating Funds:					
<b>TOTAL</b>	\$ 11,173,765	\$ 13,673,400	\$ 13,267,800	\$ 14,041,000	2.7%

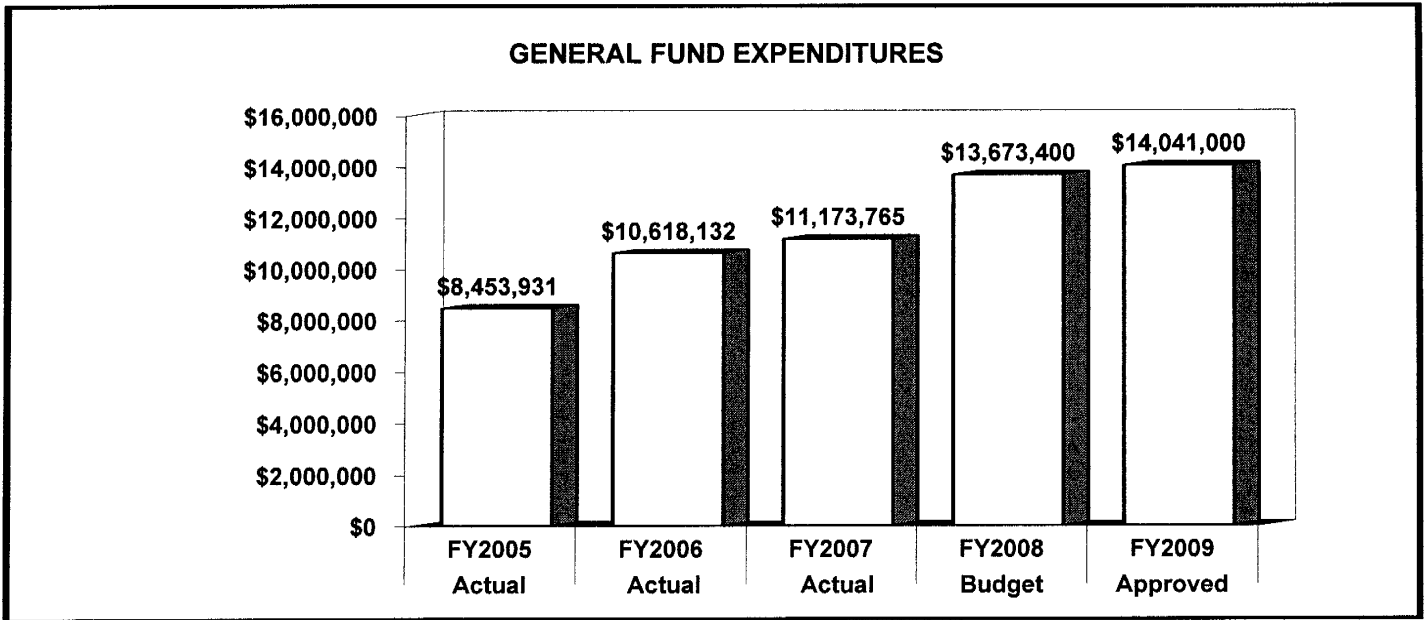
**FY2009 SOURCES OF FUNDS**

This agency's funding is derived solely from the County's General Fund.

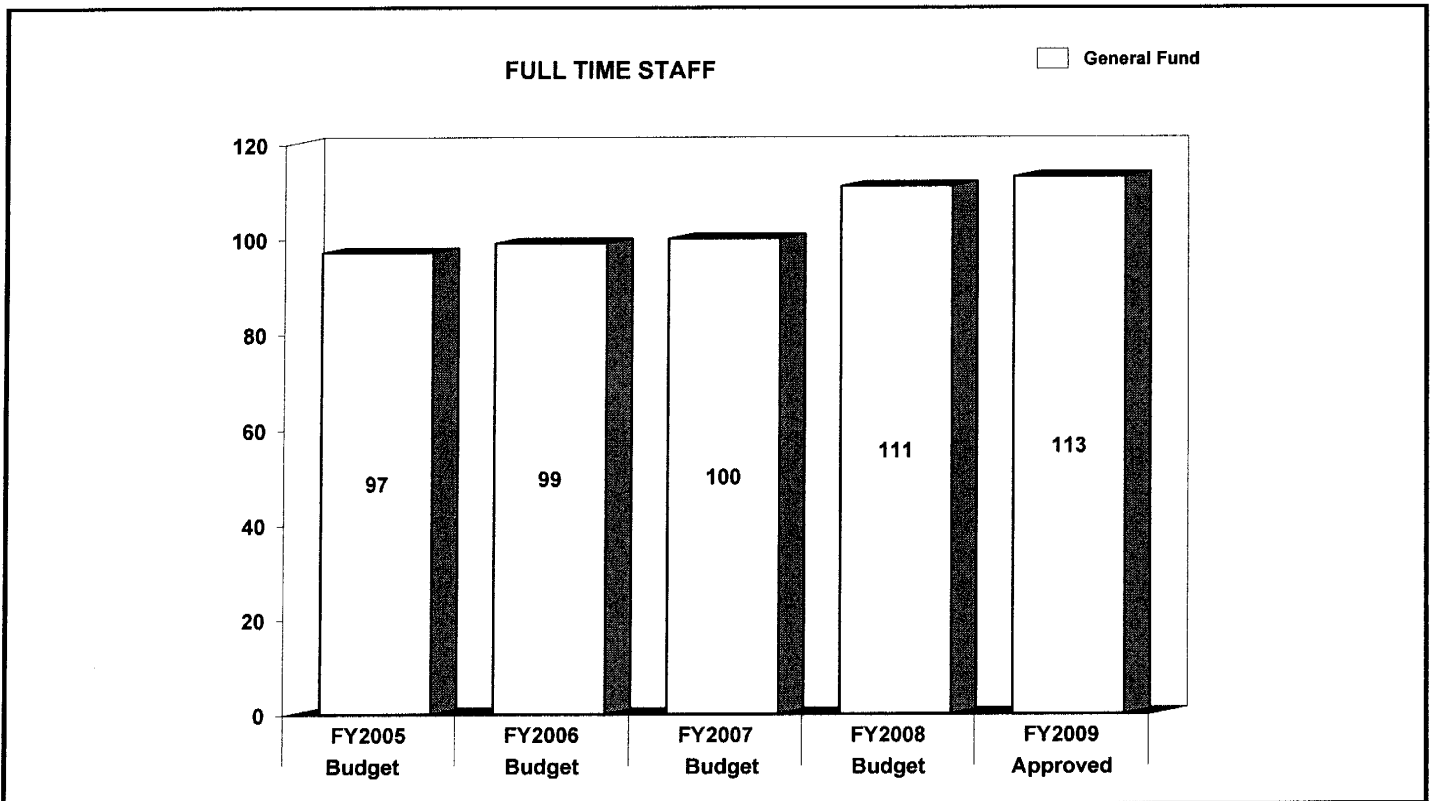


	<b>FY2007 BUDGET</b>	<b>FY2008 BUDGET</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>GENERAL FUND STAFF</b>				
Full Time - Civilian	100	111	113	2
Full Time - Sworn	0	0	0	0
Part Time	6	5	6	1
Limited Term	0	0	0	0
<b>OTHER STAFF</b>				
Full Time - Civilian				
Full Time - Sworn				
Part Time				
Limited Term Grant Funded				
<b>TOTAL</b>				
Full Time - Civilian	100	111	113	2
Full Time - Sworn	0	0	0	0
Part Time	6	5	6	1
Limited Term	0	0	0	0

<b>POSITIONS BY CATEGORY</b>	<b>FULL TIME</b>	<b>PART TIME</b>	<b>LIMITED TERM</b>
Officials	9	3	0
Managers	4	0	0
Administrative Specialist, Administrative Assistant	24	0	0
Attorneys	6	0	0
Zoning Hearing Examiners	2	0	0
Council Member Aides	9	0	0
Auditors	14	0	0
Administrative Aides	36	1	0
Citizen Services Specialist	9	0	0
Public Service Aides	0	2	0
<b>TOTAL</b>	<b>113</b>	<b>6</b>	<b>0</b>



Expenditure increases over the last five years have been driven primarily by a staffing reorganization, and a major renovation project. The FY 2009 approved budget is 2.7% above the FY 2008 approved budget level.



A staffing reorganization increased positions by an average of four positions for FY 2005-2009. The FY 2009 staffing level includes two positions more than FY 2008 to publicly broadcast all Council sessions and to maintain the production and internet streaming video equipment.

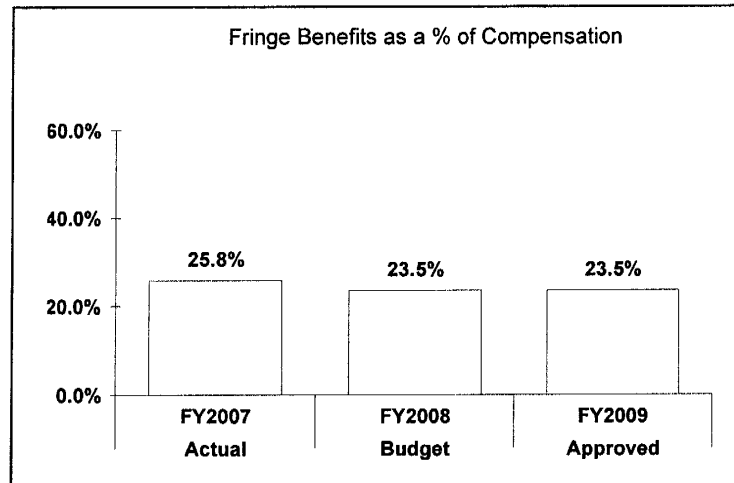
	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 7,594,089	\$ 8,419,100	\$ 8,040,300	\$ 9,230,600	9.6%
Fringe Benefits	1,959,263	1,978,800	2,040,800	2,172,000	9.8%
Operating Expenses	2,216,793	3,852,600	3,836,700	3,533,500	-8.3%
Capital Outlay	53,501	95,900	23,000	95,900	0%
	<b>\$ 11,823,646</b>	<b>\$ 14,346,400</b>	<b>\$ 13,940,800</b>	<b>\$ 15,032,000</b>	<b>4.8%</b>
Recoveries	(649,881)	(673,000)	(673,000)	(991,000)	47.3%
<b>TOTAL</b>	<b>\$ 11,173,765</b>	<b>\$ 13,673,400</b>	<b>\$ 13,267,800</b>	<b>\$ 14,041,000</b>	<b>2.7%</b>
<b>STAFF</b>					
Full Time - Civilian	-	111	-	113	1.8%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	5	-	6	20%
Limited Term	-	0	-	0	0%

In FY 2009, the budget increases by 2.7% over FY 2008 primarily as a result of staffing reorganization, cost of living adjustments and merit increases. Compensation funds 113 full time positions, six part time positions, and temporary/seasonal staff. Fringe benefits increase by 9.8% over the FY 2008 budget. This is due to higher health care and pension costs.

Operating expenses for FY 2009 continue to fund contracts, equipment replacements, building improvements and consulting services.

Capital outlay represents continued funding for vehicle replacements.

<b>MAJOR OPERATING EXPENDITURES FY2009</b>	
General and Administrative	\$ 1,052,800
Contracts	
Miscellaneous	\$ 608,800
Operating Equipment-Non-Capital	\$ 530,700
Office Automation	\$ 484,800
Building Repair and Maintenance	\$ 288,000



**THE COUNTY COUNCIL - 01**

The County Council consists of nine Council Members, each of whom is elected from one of the nine Councilmanic Districts in Prince George's County for terms of four years each. The Chair, or in the Chair's absence the Vice Chair, presides at all meetings. Members of the Council serve in three distinct capacities:

- \* County Council
- \* District Council
- \* Board of Health

Sitting as the County Council, the members consider all legislative and administrative matters including bills amending County Code provisions, resolutions addressing County issues, budget matters, water and sewer plan amendments, and other administrative actions.

Sitting as the District Council, the Council exercises its powers relating to planning, subdivision control, and zoning. This includes the review and adoption of Master Plans and Sectional Map Amendments, rezonings, special exceptions, and requests for variances from the Zoning Ordinance. The District Council also considers requests for amendments to the Zoning Ordinance and requests from municipalities for amendments to their local ordinances.

Sitting as the Board of Health, the Council considers health policies and procedures.

Division Summary:

In FY 2009, the increase for compensation reflects merit and cost of living adjustments. The fringe benefits increase reflects higher health care and pension costs.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 777,376	\$ 867,400	\$ 869,200	\$ 895,100	3.2%
Fringe Benefits	166,849	197,400	215,900	210,600	6.7%
Operating Expenses	361,084	465,300	465,300	488,600	5%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 1,305,309</b>	<b>\$ 1,530,100</b>	<b>\$ 1,550,400</b>	<b>\$ 1,594,300</b>	<b>4.2%</b>
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	<b>\$ 1,305,309</b>	<b>\$ 1,530,100</b>	<b>\$ 1,550,400</b>	<b>\$ 1,594,300</b>	<b>4.2%</b>
<b>STAFF</b>					
Full Time - Civilian	-	9	-	9	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

**COUNCIL ADMINISTRATION - 02**

The Council Administration provides staff support for Council activities. This includes the research, drafting, and review of Council legislation, assuring its proper format, legal sufficiency, and Code compliance. Staff are assigned to the four standing committees - Health, Education and Human Services; Planning, Zoning and Economic Development; Public Safety and Fiscal Management; and Transportation, Housing and the Environment, as well as any special committees which may be established by the Council.

In FY 2009, staff is also responsible for reviewing and making recommendations on annual operating and capital budgets of the County Government, Board of Education, Maryland-National Capital Park and Planning Commission, Washington Suburban Sanitary Commission, Washington Suburban Transit Commission, and periodic amendments to these budgets.

Other staff responsibilities include coordinating the activities of the District Council in its deliberation of planning and zoning action, including piecemeal rezonings, special exceptions, and variances, as well as long range planning efforts such as the County General Plan, Area Master Plans and Sectional Map Amendments.

Division Summary:

In FY 2009, the staffing complement increases by two positions. Operating expenses decrease slightly from the FY 2008 budgeted amount.

	FY2007 ACTUAL	FY2008 BUDGET	FY2008 ESTIMATED	FY2009 APPROVED	CHANGE FY08-FY09
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 4,221,478	\$ 4,610,500	\$ 4,556,400	\$ 5,195,400	12.7%
Fringe Benefits	1,085,782	1,083,500	1,070,800	1,222,500	12.8%
Operating Expenses	743,475	946,300	957,100	912,400	-3.6%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 6,050,735</b>	<b>\$ 6,640,300</b>	<b>\$ 6,584,300</b>	<b>\$ 7,330,300</b>	<b>10.4%</b>
Recoveries	(600,000)	(600,000)	(600,000)	(918,000)	53%
<b>TOTAL</b>	<b>\$ 5,450,735</b>	<b>\$ 6,040,300</b>	<b>\$ 5,984,300</b>	<b>\$ 6,412,300</b>	<b>6.2%</b>
<b>STAFF</b>					
Full Time - Civilian	-	65	-	67	3.1%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	2	-	2	0%
Limited Term	-	0	-	0	0%

**CLERK TO THE COUNCIL - 03**

The Clerk of the Council renders essential support services to the County Council in its capacities as the County's legislative body, the District Council in planning and zoning matters, the Board of Health and the Board of Appeals.

As required by Charter, the Clerk maintains the Journal of Legislation to assure the smooth functioning of the legislative and zoning processes. Additionally, the Clerk's Office makes available copies of legislation, resolutions, and other documents, and maintains a paid subscription list for copies of this material. Other functions of the office include responsibility for all legal advertising mandated for legislative and zoning matters.

Division Summary:

In FY 2009, the full time staffing level remains constant. Operating costs are below the FY 2008 budgeted amount.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 588,486	\$ 712,400	\$ 620,600	\$ 741,600	4.1%
Fringe Benefits	169,298	171,000	171,100	174,500	2%
Operating Expenses	132,202	143,300	136,100	134,500	-6.1%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 889,986</b>	<b>\$ 1,026,700</b>	<b>\$ 927,800</b>	<b>\$ 1,050,600</b>	<b>2.3%</b>
Recoveries	(6,655)	(6,000)	(6,000)	(6,000)	0%
<b>TOTAL</b>	<b>\$ 883,331</b>	<b>\$ 1,020,700</b>	<b>\$ 921,800</b>	<b>\$ 1,044,600</b>	<b>2.3%</b>
<b>STAFF</b>					
Full Time - Civilian	-	12	-	12	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

**AUDITS & INVESTIGATIONS - 04**

The Office of Audits & Investigations conducts performance (operational) audits and financial audits of all County agencies that receive or disburse County funds. The Office also reviews accounts of an agency when its director terminates his/her position with the County, or when the director transfers from one County position to another.

In addition, the Office of Audits and Investigations performs special reviews and audits as requested by the County Council. This Office also performs budget review and analysis; research as to the possible fiscal impact of pending County legislation; review and appraisal of accounting and financial controls; and review of data and reports developed throughout the various County agencies.

Division Summary:

In FY 2009, the staffing level increased by 1 part-time position. Operating expenses remain at the prior year amount.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 1,517,944	\$ 1,711,600	\$ 1,486,800	\$ 1,861,800	8.8%
Fringe Benefits	420,418	402,800	389,500	438,100	8.8%
Operating Expenses	91,351	129,700	128,600	129,700	0%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 2,029,713</b>	<b>\$ 2,244,100</b>	<b>\$ 2,004,900</b>	<b>\$ 2,429,600</b>	<b>8.3%</b>
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	<b>\$ 2,029,713</b>	<b>\$ 2,244,100</b>	<b>\$ 2,004,900</b>	<b>\$ 2,429,600</b>	<b>8.3%</b>
<b>STAFF</b>					
Full Time - Civilian	-	20	-	20	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	1	100%
Limited Term	-	0	-	0	0%

**ZONING HEARING EXAMINER - 05**

The Zoning Hearing Examiner Division consists of attorneys who hold public hearings on applications for special exceptions or rezoning of a single parcel of land. Typically, applications are submitted to the Planning Board, which reviews them through its technical staff and, at its discretion, before the Planning Board itself.

The Chief Examiner then sets a date of hearing on each application and gives notice to all persons of record and in all newspapers of record. Notice is also posted on the property, and adjoining property owners are given written notice of the pending application. A copy of the application and the complete file are made available for inspection by the public before the hearing.

The public hearing is conducted according to informal procedural rules approved by the County Council. The hearing examiner is required to prepare a written decision and send a copy to all persons of record. This decision is based on the facts established at the hearing. Conclusions of law are determined, and either a final decision, which may be appealed to Council, or a recommended disposition is prepared for final Council action. All final decisions of the Council may be appealed to the Circuit Court.

**Division Summary:**

In FY 2009, operating expenses decrease slightly and the staffing level remains constant.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 460,305	\$ 488,700	\$ 478,800	\$ 508,200	4%
Fringe Benefits	114,736	117,300	186,400	119,600	2%
Operating Expenses	17,745	43,000	34,700	37,000	-14%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 592,786</b>	<b>\$ 649,000</b>	<b>\$ 699,900</b>	<b>\$ 664,800</b>	<b>2.4%</b>
Recoveries	(789)	0	0	0	0%
<b>TOTAL</b>	<b>\$ 591,997</b>	<b>\$ 649,000</b>	<b>\$ 699,900</b>	<b>\$ 664,800</b>	<b>2.4%</b>
<b>STAFF</b>					
Full Time - Civilian	-	5	-	5	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

**NON-DIVISIONAL - 06**

The Non-Divisional Division provides funds for the independent audit of County finances as outlined in Article IV, Section 402 of the charter for Prince George's County and other designated operating expenses.

A majority of the funding for operating expenses is earmarked for building improvements which includes renovations for Legislative Branch offices. The balance provides resources for general and administrative contracts.

Division Summary:

In FY 2009, operating expenses decrease slightly from the FY 2008 budgeted amount to reflect the removal of one-time costs. An increase in recoveries from the Maryland-National Capital Park and Planning Commission for related services is also reflected in this division.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 0	\$ 0	\$ 0	0	0%
Fringe Benefits	0	0	0	0	0%
Operating Expenses	844,066	2,092,500	2,083,200	1,799,300	-14%
Capital Outlay	53,501	95,900	23,000	95,900	0%
<b>Sub-Total</b>	<b>\$ 897,567</b>	<b>\$ 2,188,400</b>	<b>\$ 2,106,200</b>	<b>\$ 1,895,200</b>	<b>-13.4%</b>
Recoveries	(42,437)	(67,000)	(67,000)	(67,000)	0%
<b>TOTAL</b>	<b>\$ 855,130</b>	<b>\$ 2,121,400</b>	<b>\$ 2,039,200</b>	<b>\$ 1,828,200</b>	<b>-13.8%</b>

**BOARD OF APPEALS - 07**

The Board of Appeals consists of three members appointed by the County Council. All appeals relating to the respective jurisdictions of the Board of Administrative Appeals and the Board of Zoning Appeals are filed and heard separately.

The Board of Administrative Appeals hears appeals from the decisions of the Director of Environmental Resources, the Fire Marshall, the Chief Housing Inspector, the Clean Lot Inspector, the Licensing Officer, the Chief Building Inspector, and the Director of the Department of Public Works and Transportation, and from similar administrative agencies. The typical types of appeals are denials of building permits, and orders to install fire sprinklers, remove litter and demolish unsafe structures.

As the Board of Zoning Appeals, the Board is empowered to grant variances when unusual hardships will be owners by the strict interpretation of the Zoning Ordinance; review actions and decisions of the Zoning Enforcement Officer; grant extensions of the grace period for the correction or cessation of zoning violations; and review the determinations and decisions of the Maryland-National Capital Park and Planning Commission, the Department of Environmental Resources, and other County departments and agencies relating to provisions of the Zoning Ordinance. Examples of types of decisions are: variances from setback requirements for construction of building additions, decks and garages; variances from maximum lot coverage requirements; and extension of grace periods to comply with citations for failure to obtain a Use and Occupancy permit.

**Division Summary:**

In FY 2009, part-time staffing level remains constant. Operating costs are below the FY 2008 budgeted amount.

	<b>FY2007 ACTUAL</b>	<b>FY2008 BUDGET</b>	<b>FY2008 ESTIMATED</b>	<b>FY2009 APPROVED</b>	<b>CHANGE FY08-FY09</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 28,500	\$ 28,500	\$ 28,500	\$ 28,500	0%
Fringe Benefits	2,180	6,800	7,100	6,700	-1.5%
Operating Expenses	26,870	32,500	31,700	32,000	-1.5%
Capital Outlay	0	0	0	0	0%
<b>Sub-Total</b>	<b>\$ 57,550</b>	<b>\$ 67,800</b>	<b>\$ 67,300</b>	<b>\$ 67,200</b>	<b>-0.9%</b>
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	<b>\$ 57,550</b>	<b>\$ 67,800</b>	<b>\$ 67,300</b>	<b>\$ 67,200</b>	<b>-0.9%</b>
<b>STAFF</b>					
Full Time - Civilian	-	0	-	0	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	3	-	3	0%
Limited Term	-	0	-	0	0%