

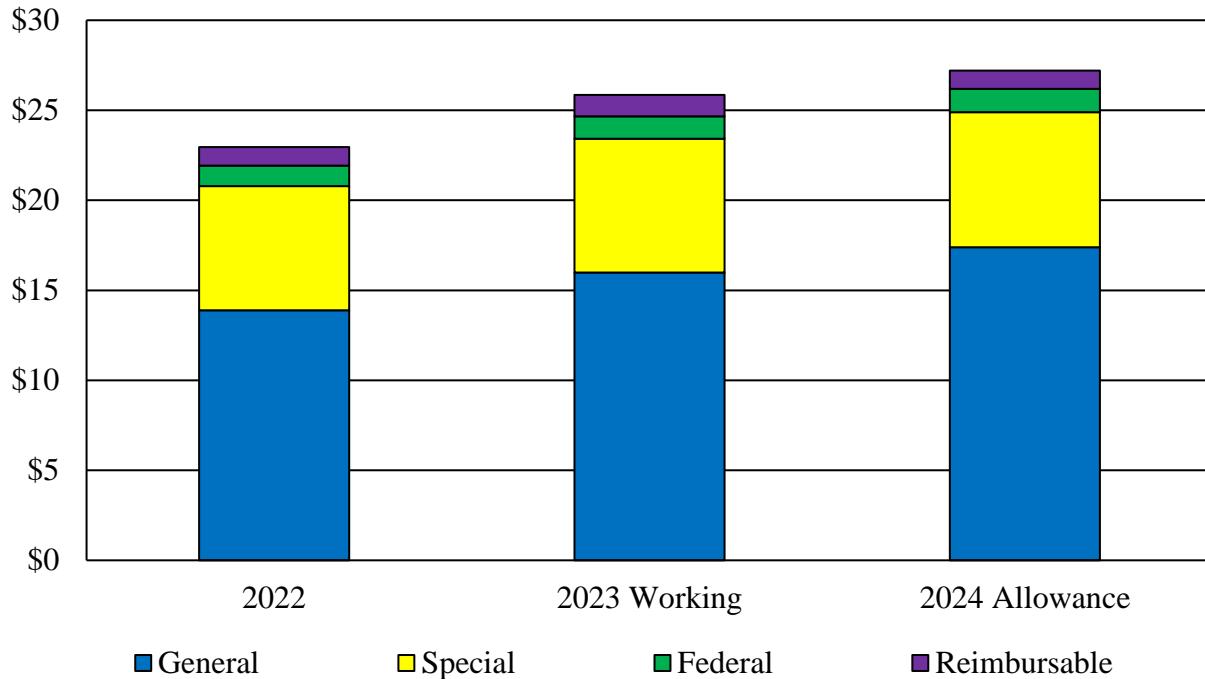
D40W01
Department of Planning

Program Description

The Maryland Department of Planning (MDP) provides information and services that aid State and local governments and nonprofit organizations in supporting desirable growth in Maryland and protecting and interpreting historic resources. MDP’s goals are to provide efficient State Clearinghouse reviews of federal, State, and local plans and projects requiring intergovernmental coordination; provide timely data and intelligent tools to aid in implementation of State and local land use, conservation, community enhancement, and business development policies; support and enhance the vitality of towns, cities, and rural centers with existing or planned infrastructure; encourage economic development by enhancing historical resources and leveraging non-State investment; and protect and interpret historic resources.

Operating Budget Summary

Fiscal 2024 Budget Increases \$1.4 Million, or 5.2%, to \$27.2 Million
(\$ in Millions)



Note: The fiscal 2023 working appropriation includes deficiency appropriations including this agency’s share of a deficiency appropriation budgeted in the Statewide Account within the Department of Budget and Management (DBM). Fiscal 2024 salary enhancements are budgeted in the Statewide Account within DBM.

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- Major changes in the fiscal 2024 allowance include an increase of \$437,000 in general funds for the moving and storage of artifacts and increased utility costs associated with the Patterson Center renovations and the Maryland Archeological Conservation Laboratory (MAC Lab) capital projects in the Museum Services program.

Fiscal 2022

The agency closed fiscal 2022 nearly \$150,000 higher than the legislative appropriation. The agency reverted or cancelled \$656,000 due to the expiration of one-time grants and the conclusion of federal COVID-19 relief funding. However, this was offset by increased personnel expenses and awarding of grants from the Institute of Museum and Library Sciences, the Maryland Department of Commerce, and the Environmental Protection Agency (EPA) Brownfield Revolving Loan Fund.

Fiscal 2023

Proposed Deficiency

There is a \$10,000 federal fund deficiency to increase the fiscal 2023 appropriation for the Planning Coordination program. This appropriation will fund a cooperative agreement between MDP and the EPA and comes from the Brownfields Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Cooperatives Agreements program. The grant is being used to assist Baltimore County to work with property owners in completing environmental assessments to determine the level of onsite pollutants in preparation for redevelopment. The program received similar levels of funding from this grant program in fiscal 2022 and budgeted to receive funding in fiscal 2024.

Fiscal 2024 Overview of Agency Spending

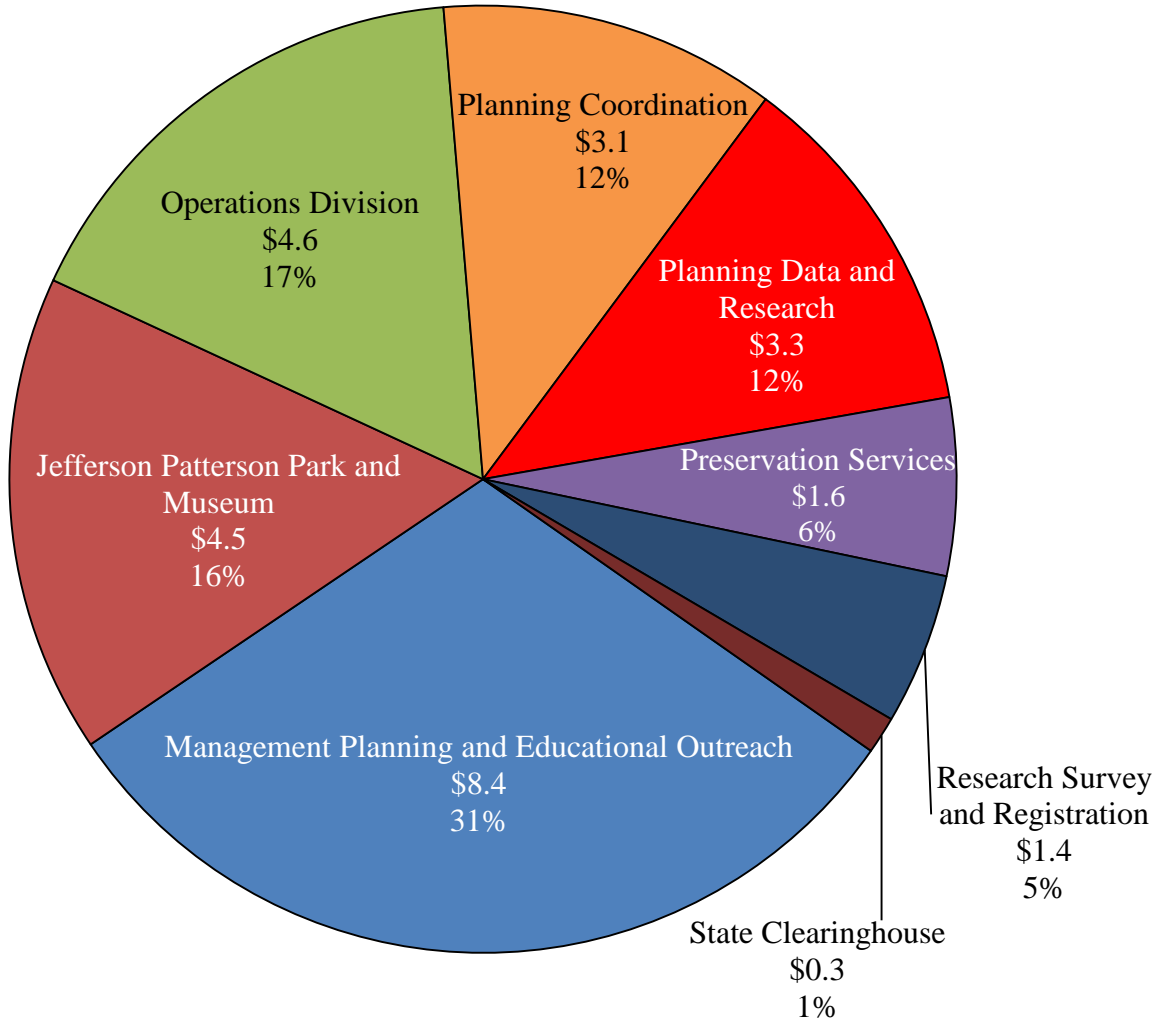
MDP consists of an Administrative Unit and seven programmatic units and is staffed by 132.0 regular positions and 15.0 contractual full-time equivalents (FTE). **Exhibit 1** reflects the \$27.2 million spending breakdown for the Administrative Unit and the seven programmatic units, as follows.

- ***Management Planning and Educational Outreach (\$8.4 Million, 31%):*** Provides administrative support for the Division of Historical and Cultural Programs and administers the Maryland Heritage Areas Authority (MHAA) program.
- ***Operations Division (\$4.6 Million, 17%):*** Provides administrative services for financial, personnel, procurement, and information technology needs and supports the Interagency Commission on School Construction.

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- ***Museum Services (\$4.5 Million, 16%):*** Operates the Jefferson Patterson Park and Museum (JPPM) in Calvert County, which includes the Patterson House/Patterson Center, a property on the National Register of Historic Places, and MAC Lab, the State repository for archeological collections. Both of these facilities are currently undergoing major capital improvement and renovation projects, which will make needed repairs and upgrades and allow for substantially expanded operations and opportunities for public engagement.
- ***Planning Coordination (\$3.1 Million, 12%):*** Provides technical services to improve the planning and management capacity of local governments. The program, which includes Centreville, Cumberland, and Salisbury regional offices, helps local governments with land use planning and zoning as well as rural and urban design issues.
- ***Planning Data and Research (\$3.3 Million, 12%):*** Collects, analyzes, and publishes social, economic, and geographic information relating to the State and its political subdivisions; identifies and evaluates development issues in support of smart growth; and prepares reports and studies on specific topics for the Governor and the General Assembly. The program also makes available U.S. Census, American Community Survey, and other U.S. Department of Commerce information to the State and local governments and the private sector.
- ***Preservation Services (\$1.6 Million, 6%):*** Provides assistance to protect and enhance historical and cultural properties in Maryland through State and federal regulatory reviews, historic preservation easements, and historic rehabilitation tax credits. The program also administers capital loans and grants.
- ***Research, Survey, and Registration (\$1.4 Million, 5%):*** Provides assistance to advance research, documentation, evaluation, and retrieval of information about Maryland’s historical and cultural resources through the Maryland Inventory of Historic Properties and National Register of Historic Places. The program also administers the noncapital Historic Preservation Grant program, the library, and the Geographic Information System.
- ***State Clearinghouse (\$0.3 Million, 1%):*** Facilitates intergovernmental review and coordinates review of applications for federal and State financial assistance, proposals for direct federal development programs, drafts of environmental impact statements, plans requiring gubernatorial review, and other actions requiring intergovernmental coordination per the Federal Intergovernmental Cooperation Act.

Exhibit 1
Overview of Agency Spending
Fiscal 2024 Allowance
(\$ in Millions)



Source: Department of Budget and Management

Proposed Budget Change

As shown in **Exhibit 2**, the MDP allowance for fiscal 2024 increases by \$1.4 million, or 5.2%. The major changes in personnel and operating expenditures are discussed below.

Exhibit 2
Proposed Budget
Department of Planning
(\$ in Thousands)

How Much It Grows:	<u>General</u> <u>Fund</u>	<u>Special</u> <u>Fund</u>	<u>Federal</u> <u>Fund</u>	<u>Reimb.</u> <u>Fund</u>	<u>Total</u>
Fiscal 2022 Actual	\$13,887	\$6,895	\$1,142	\$1,035	\$22,959
Fiscal 2023 Working Appropriation	15,979	7,432	1,260	1,182	25,853
Fiscal 2024 Allowance	<u>17,398</u>	<u>7,493</u>	<u>1,306</u>	<u>1,011</u>	<u>27,208</u>
Fiscal 2023-2024 Amount Change	\$1,419	\$61	\$46	-\$170	\$1,355
Fiscal 2023-2024 Percent Change	8.9%	0.8%	3.6%	-14.4%	5.2%
Where It Goes:					<u>Change</u>
Personnel Expenses					
Employee and retiree health insurance					\$334
New positions					250
Reclassification.....					208
Annualization of 4.5% cost-of-living adjustment.....					141
Regular earnings					98
Employee retirement.....					59
Social Security contributions.....					25
Turnover adjustments					-19
Other miscellaneous adjustments					-5
Cost Allocations					
DoIT services allocation					265
Shared services Human Resources					21
Insurance paid to Treasurer’s Office					5
State retirement allocation					3
Jefferson Patterson Park and Museum					
Artifact storage for MAC Lab capital project.....					314
Moving and storage of items during the Patterson Center renovation					65
Increased utility costs					58
Advertising and outreach.....					-10
One-time fiscal 2023 walk-in freezer and cooler purchase					-200

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Where It Goes:	<u>Change</u>
Other Changes	
Motor vehicles	\$117
Equipment costs.....	7
Census and redistricting.....	-4
Publications and printing.....	-5
Travel.....	-8
Grant from U.S. Department of Commerce for Military Community Capability website.....	-81
Contractual personnel	-110
Conclusion of Maryland monuments grant	-150
Other	-23
Total	\$1,355

DoIT: Department of Information Technology
 MAC Lab: Maryland Archeological Conservation Laboratory

Note: Numbers may not sum to total due to rounding. The fiscal 2023 working appropriation includes deficiency appropriations including this agency’s share of a deficiency appropriation budgeted in the Statewide Account within the Department of Budget and Management (DBM). Fiscal 2024 salary enhancements are budgeted in the Statewide Account within DBM.

Major Changes

JPPM

The overall (nonpersonnel) budgeted changes surrounding JPPM increased a net \$227,000 to support two ongoing capital projects, a major renovation of the Patterson House and grounds, which will prepare the facility for regular visitor events and historical interpretation, and an expansion of the MAC Lab, which will create increased capacity for artifact curation and interpretation. Costs associated with the Patterson Center renovation include a budgeted \$65,000 for moving and storage and \$58,000 for increased utility costs. Packing and storage for the MAC Lab project comprises \$314,000 of the budgeted increase. The agency plans to spend \$10,000 less on advertising and outreach initiatives for JPPM during fiscal 2024, and the budget is further reduced by \$200,000, reflecting a one-time purchase in fiscal 2023 for equipment used during the artifact conservation process.

Other Changes

Other changes include the purchase of new vehicles for employee use, expenditure reductions for census and redistricting efforts, and decreases related to one-time grants awarded in fiscal 2023. Allocations were also reduced for contractual payroll due to the reduction of 2 contractual positions, discussed below.

Personnel Data

	<u>FY 22</u>	<u>FY 23</u>	<u>FY 24</u>	<u>FY 23-24</u>
	<u>Actual</u>	<u>Working</u>	<u>Allowance</u>	<u>Change</u>
Regular Positions	127.00	127.00	132.00	5.00
Contractual FTEs	<u>15.16</u>	<u>17.00</u>	<u>15.00</u>	<u>-2.00</u>
Total Personnel	142.16	144.00	147.00	3.00

Vacancy Data: Regular

Turnover and Necessary Vacancies, Excluding New Positions	7.25	5.71%
Positions and Percentage Vacant as of 1/1/23	14.00	11.02%
Vacancies Above Turnover	6.75	

- MDP budgeted turnover rate is increased from 5.00% to 5.71%, reflecting 7.25 necessary vacancies. The turnover rate is currently exceeded by 6.75 vacancies, given the 14 vacancies, or 11% vacancy rate, as of January 2023.
- Of the 14 vacant positions, only 1 position has been vacant for more than one year, and 7 positions have been vacant for less than four months.
- The fiscal 2024 allowance adds 5 new full-time positions to support plans for expanded operations at the Patterson Center and MAC Lab, at which major renovation projects are currently underway. Four new positions for the Patterson Center will support operations as a heritage tourism destination that will offer regular tours and programs. The positions include an administrator responsible for general oversight; a horticulturalist responsible for maintaining the landscape and grounds; an educator to assist with tours and activities; and a maintenance position. There are currently no staff dedicated full-time to the Patterson Center. The new digital archivist position for MAC Lab will support storage, maintenance, and interpretation of additional artifacts, as the capital project significantly expands available space to allow the facility to continue adding to its collections. The agency plans to request an additional archeologist position in a future fiscal year as the project progresses.
- The agency loses 2 contractual FTE positions in fiscal 2024 due to changing programmatic needs and to allow for the addition of the 5 regular positions to support expanded operations at JPPM. One of the contractual positions (horticulturalist) was converted to a regular position to support the Patterson Center project, and another was removed. The removed position was funded by a grant awarded by the U.S. Department of Defense via the Maryland Department of Commerce. The position was created to oversee the Military Compatible Use project. The resulting Military and Community Compatibility website is now live and provides resources for military personnel, families, and those in proximity to military installations throughout the State. Other duties that the incumbent performed have been transferred to existing staff.

Key Observations

1. Census 2020 Wrap Up Continues

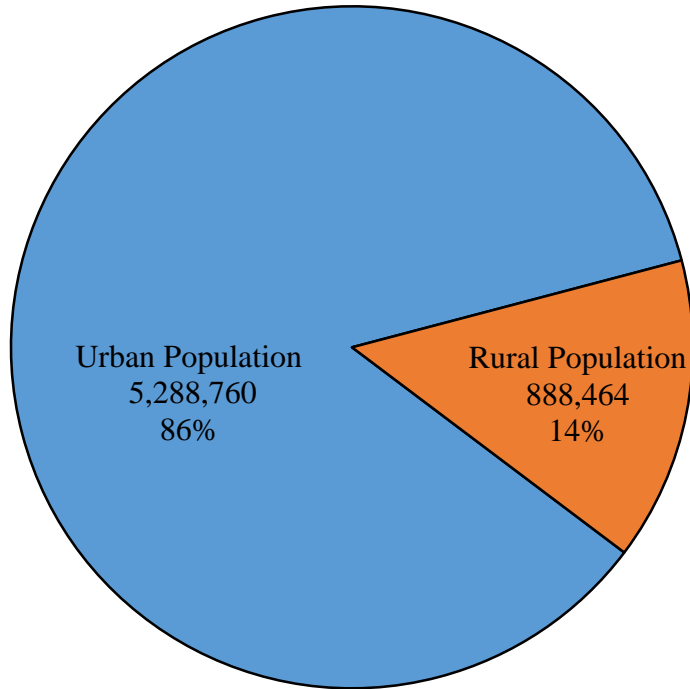
The final steps in the 2020 Census verifications processes are the 2020 Census Count Question Resolution (CQR) operation, the 2020 Post-Census Group Quarters Review (PCGQR) and the urban area delineations. Any adjustments made would not alter redistricting data, apportionment results, or other 2020 Census data projects but would instead be used to update the U.S. Census Bureau’s Population Estimates program and other future programs that use 2020 Census data.

The Census CQR allows for tribal, state, and local governmental entities to request the Census Bureau to review their geographical boundaries and/or housing counts to correct geographical errors. As of January 2023, Rockville is the only municipality in the State that has filed a Census CQR challenge. The Census Bureau is still reviewing the case, and MDP will be made aware of the change to the population count, if any, after the case review is completed. Any change in population resulting from this or other challenges will have a negligible impact on the population composition of the county or State. The deadline for municipalities to file a challenge is June 30, 2023.

The PCGQR process was created in response to feedback received during the Census CQR operation regarding concerns about counting persons living in group quarters during the COVID-19 pandemic. The PCGQR allows governmental units to request that the Census Bureau review population counts of group quarters they believe were not counted correctly. As of January 2023, no PCGQR challenges have been submitted in Maryland. The deadline for governmental units to submit cases is June 30, 2023.

After each Census, the Census Bureau delineates geographic areas into urban and rural classifications. Urban areas “represent densely developed territory, and encompass residential, commercial, and other non-residential urban land uses.” All populations, housing, and territory not included within an urban area are considered “rural.” In mid-January 2023, the Census Bureau released the urban area qualifications for the 2020 census. As shown in **Exhibit 3**, the urban population constitutes 5.3 million, or 85.6% of residents, while the rural population constitutes 888,000, or 14.4% of residents. MDP staff are working to extract data to determine urban and rural population counts for each Maryland jurisdiction.

Exhibit 3
Urban and Rural Populations in Maryland
2020 Census



Source: Maryland Department of Planning; U.S. Census Bureau

2. Maryland250 Commission Lays Groundwork for Celebrations to Come

Background

The Maryland250 (MD250) Commission (formerly known as the Maryland Semiquincentennial Commission) was created via Executive Order 01.01.2021.03 by Governor Lawrence J. Hogan Jr. on January 14, 2021. The commission, operating within MDP, is tasked with coordinating Maryland's plans, in conjunction with the U.S. Semiquincentennial Commission, to commemorate the 250th anniversary of the United States on July 6th, 2026.

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The MD250 Commission meets at least semiannually in meetings open to the public. As outlined in the Executive Order, membership is comprised of representatives appointed from State agencies, the General Assembly, the Judicial Branch, local governments, nonprofit and historical organizations, and private citizens with relevant interests and/or experiences.

Congress established the U.S. Semiquincentennial Commission to coordinate nationwide activities, which designated the America250 Foundation to lead the effort. The MD250 Commission has partnered with America250 and will highlight events and people from Maryland that played a substantial role in the founding of our country, including:

- General George Washington, who resigned his commission as commander-in-chief of the Continental Army before Congress on December 23, 1783, in the Maryland State House;
- The Treaty of Paris, which was ratified on January 14, 1784, at the Maryland State House, marking the end of the Revolutionary War and making Annapolis the new nation’s first peacetime capital;
- The Bush Declaration – the “first declaration of independence” – made by Marylanders in 1775;
- The four Marylanders who signed the Declaration of Independence: Samuel Chase; William Paca; Thomas Stone; and Charles Carroll;
- The efforts of the First Maryland Regiment in the Battle of Brooklyn in 1776; and
- Baltimore’s service as a temporary capital for the colonies during the Continental Congress in 1776 and 1777.

Planned Activities

While the bulk of the celebration will not occur until 2026, plans are already underway for a variety of projects and historical interpretations. Per the executive order, the commission submits an annual report each December that provides the Governor and the General Assembly with updates on current progress. Plans for communication and community engagement throughout the campaign include:

- an interactive website;
- an ongoing social media campaign;
- a documentary on Maryland’s role in the advancement of democracy and in the Revolution;

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- a film that tells the story of Maryland’s African American Revolutionary War soldiers, debuted in conjunction with a monument in their honor;
- programs to engage students in sharing history through poetry, performances, and essays;
- Historical Markers campaign (including a potential partnership with Pomeroy Foundation), and;
- a MD250 visitor’s guide.

Proposed or in-progress partnerships will include:

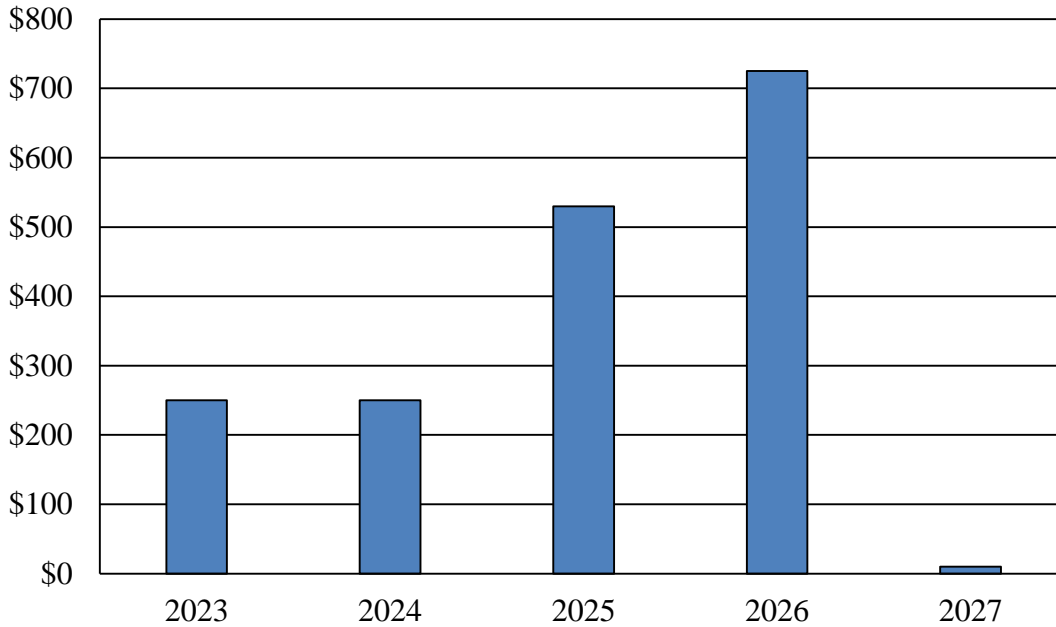
- Sail Baltimore;
- Maryland Public Television (MPT);
- Baltimore Symphony Orchestra (BSO); and
- Sons of the American Revolution.

Design and creation of the interactive website is currently in the procurement process and the agency estimates that the website will go live on March 1, 2023. Until that date, information about the commission, including bylaws and meeting recordings, can be found on the Governor’s Office of Community Initiatives webpage.

Funding

The fiscal 2023 budget and fiscal 2024 allowance each include \$250,000 for the MD250 Commission. In the response requested by the 2022 *Joint Chairmen’s Report* (JCR), the agency estimated long-term funding needs through the end of the project. As seen in **Exhibit 4**, the estimated funding needs increase until fiscal 2026 as the date of the 250th anniversary nears. The official date, July 6, 2026, will fall just days into the fiscal 2027. The only expected expense in fiscal 2027 is \$10,000 for website archiving.

Exhibit 4
MD250 Commission Anticipated Funding Needs
Fiscal 2023-2027
(\$ in Thousands)



MD250: Maryland 250

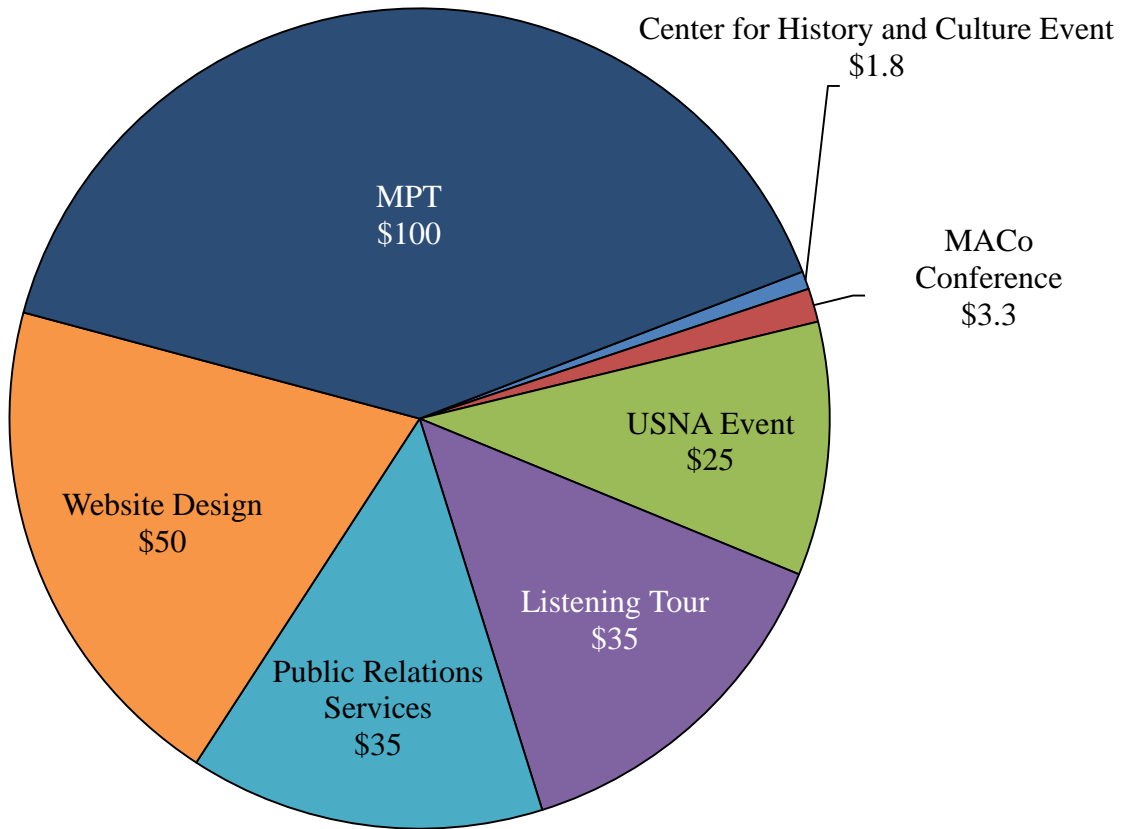
Note: Fiscal 2023 represents the amount already allocated in the fiscal 2023 budget, and fiscal 2024 represents the amount allocated for this project in the Governor’s proposed budget; both years are consistent with the commission’s anticipated funding needs.

Source: Maryland Department of Planning

The commission does not plan to request additional PINs for this initiative and will instead utilize existing resources within State agencies alongside partners and vendors. All commission activities are housed in the Maryland Department of Planning with additional support provided by the Governor’s Coordinating Offices.

As seen in **Exhibit 5**, many of the uses of funding in fiscal 2023, the first year with funding allocated for this project, were start-up costs including marketing and outreach expenses, including a listening tour.

Exhibit 5
MD250 Commission Actual and Planned Use of Funds
Fiscal 2023
(\$ in Thousands)

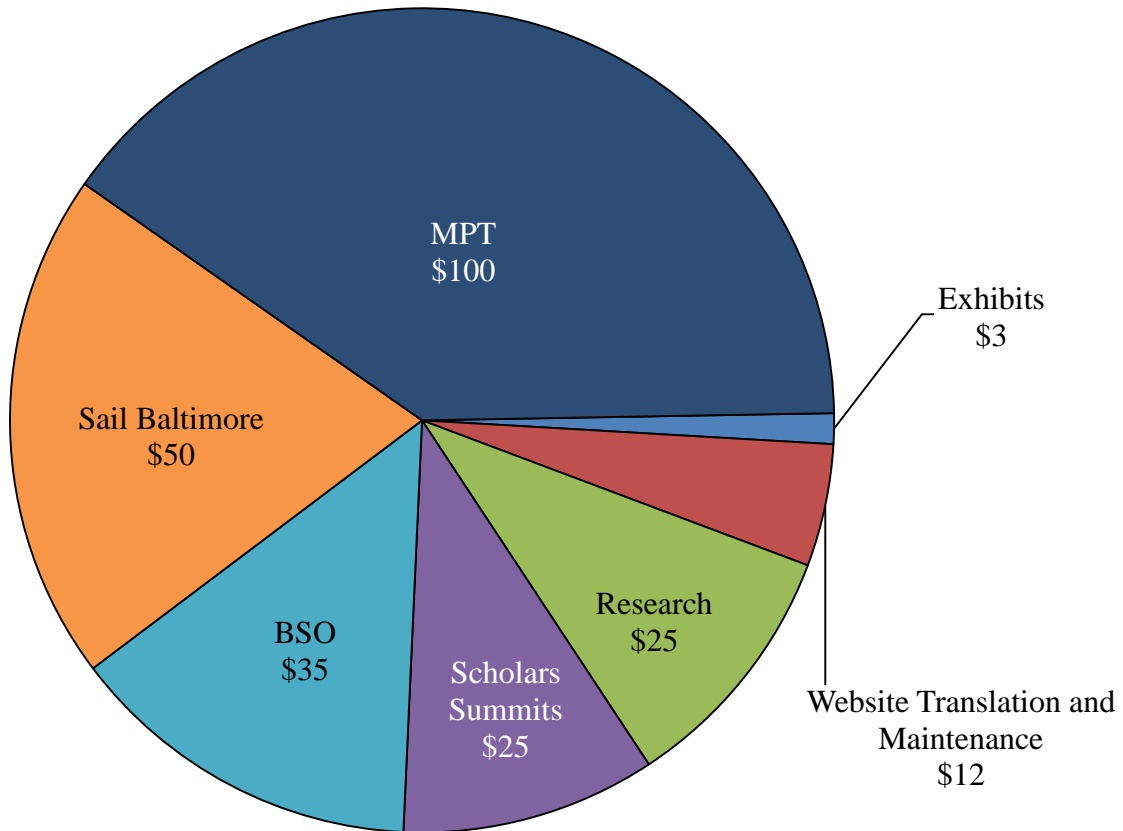


MACo: Maryland Association of Counties
MPT: Maryland Public Television
USNA: United States Naval Academy

Source: Maryland Department of Planning

Exhibit 6 shows the expected use of funds for the fiscal 2024 allowance. In fiscal 2024 and beyond, much of the anticipated costs will be used to fund partnerships with other organizations including MPT, BSO, and Sail Baltimore.

Exhibit 6
MD250 Commission Anticipated Use of Funds
Fiscal 2024
(\$ in Thousands)



BSO: Baltimore Symphony Orchestra
MD250: Maryland 250
MPT: Maryland Public Television

Source: Maryland Department of Planning

MDP should discuss the status of partnerships for which funding is planned and what agreements are in place with these organizations and how funding will be reallocated if partnerships do not achieve the estimated outcomes or schedule.

Operating Budget Recommended Actions

1. Concur with Governor's allowance.

Updates

- ***MHAA Racial Equity Efforts Delayed:*** At its July 8, 2020 meeting, MHAA, administered by MDP, announced the convening of a Racial Equity Impact Group. The group endeavored to examine racial equity and inclusion in MHAA decision making, data collection, and program access; barriers to funding access; and whether the boundaries of the existing Heritage Areas are representative of Maryland’s diversity. The group included representatives of MHAA and its staff, the Coalition of Maryland Heritage Areas, and representatives from the Governor’s cultural and ethnic commissions, including the Commissions on African American History and Culture, African Affairs, and Hispanic Affairs. The agency entered into a contract with Symphonic Strategies to facilitate the group’s process and oversee the production of deliverables in the pursuit of a more equitable program, including recommended changes to MHAA, an action plan to address barriers and/or inequities, and a set of metrics to measure the impacts of recommended actions. The group met throughout calendar 2021 and 2022. Originally, the efforts were estimated to conclude with a final report and presentation completed by summer or fall 2022. However, the group has experienced delays, and the agency is currently working with the contractor to finalize revisions to the report. The agency hopes to have the process completed by March 2023.

Appendix 1
2022 Joint Chairmen’s Report Responses from Agency

The 2022 JCR requested that MDP prepare two reports. Electronic copies of the full JCR responses can be found on the Department of Legislative Services Library website.

- ***Semiquincentennial Funding Report:*** MDP was asked to submit a report on the use of funding for the Semiquincentennial Commission, a federal initiative to celebrate the 250th anniversary of the United States for which MDP is the Maryland lead. The report includes a breakdown of the spending associated with the \$250,000 allocated for the program in fiscal 2023 and estimates of costs until the conclusion of the project in fiscal 2027. Further discussion of this issue can be found in Key Observation 2 of this analysis.
- ***Chesapeake Bay Restoration Spending Report:*** In conjunction with the other cabinet agencies, MDP was asked to submit the annual report on Bay restoration funding. The report included progress from fiscal 2000 to 2020, framework for 2021 to 2025, increasing cost-effectiveness of State programs, and future planning, including implementing a sustainable Chesapeake Bay restoration strategy.
- ***African American Cemetery Report:*** In the 2021 JCR, MDP was asked to, in conjunction with the Maryland Commission on African American History and Culture, submit a report at the end of fiscal 2022 on historic African American cemeteries. The report described issues facing African American cemeteries and burial grounds, current efforts to identify and preserve cemeteries throughout the State, and the possibility of designing a grant program to support continued preservation, research, and education.

**Appendix 2
Object/Fund Difference Report
Department of Planning**

<u>Object/Fund</u>	<u>FY 22 Actual</u>	<u>FY 23 Working Appropriation</u>	<u>FY 24 Allowance</u>	<u>FY 23 - FY 24 Amount Change</u>	<u>Percent Change</u>
Positions					
01 Regular	127.00	127.00	132.00	5.00	3.9%
02 Contractual	15.16	17.00	15.00	-2.00	-11.8%
Total Positions	142.16	144.00	147.00	3.00	2.1%
Objects					
01 Salaries and Wages	\$ 13,609,411	\$ 14,653,343	\$ 16,067,216	\$ 1,413,873	9.6%
02 Technical and Special Fees	808,174	1,099,452	992,110	-107,342	-9.8%
03 Communication	52,105	184,797	184,796	-1	0%
04 Travel	58,459	89,828	81,783	-8,045	-9.0%
06 Fuel and Utilities	206,639	258,990	316,990	58,000	22.4%
07 Motor Vehicles	56,318	35,704	152,669	116,965	327.6%
08 Contractual Services	1,986,640	2,285,045	2,717,208	432,163	18.9%
09 Supplies and Materials	161,056	265,824	266,219	395	0.1%
10 Equipment – Replacement	23,239	6,000	6,000	0	0%
11 Equipment – Additional	3,893	200,000	3,000	-197,000	-98.5%
12 Grants, Subsidies, and Contributions	5,941,997	6,352,332	6,352,332	0	0%
13 Fixed Charges	51,555	62,892	67,656	4,764	7.6%
Total Objects	\$ 22,959,486	\$ 25,494,207	\$ 27,207,979	\$ 1,713,772	6.7%
Funds					
01 General Fund	\$ 13,887,193	\$ 15,689,951	\$ 17,397,664	\$ 1,707,713	10.9%
03 Special Fund	6,895,268	7,396,922	7,492,842	95,920	1.3%
05 Federal Fund	1,142,407	1,225,522	1,306,065	80,543	6.6%
09 Reimbursable Fund	1,034,618	1,181,812	1,011,408	-170,404	-14.4%
Total Funds	\$ 22,959,486	\$ 25,494,207	\$ 27,207,979	\$ 1,713,772	6.7%

Note: The fiscal 2023 appropriation does not include deficiencies. The fiscal 2024 allowance does not include contingent reductions or cost-of-living adjustments.