

## MONTGOMERY COUNTY DEPARTMENT OF PARK AND PLANNING

THE MARYLAND-NATIONAL CAPITAL  
PARK AND PLANNING COMMISSION9500 Brunett Avenue  
Silver Spring, Maryland 20901MCPB Item # 13  
July 28, 2005

DATE: July 22, 2005

TO: Montgomery County Planning Board

FROM: Michael F. Riley, Chief, Park Development Division (PDD) *MR*  
Mary Ellen Venzke, CIP Coordinator, PDD

SUBJECT: Strategy Session No. 2 on Parks FY 2007-2012 Capital  
Improvements Program

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**Staff Recommendation:**

Approve staff guidelines for preparing and prioritizing the Parks FY 2007-2012 Capital Improvements Program (CIP).

**Background:**

On June 14, 2005, staff presented an overview of the upcoming FY 2007-2012 CIP and sought guidance on particular goals and priorities from the Board. In response to direction from the Board, this report proposes a framework to prioritize projects in the next Parks CIP. This memo includes a section on CIP implementation through FY 2005, and also a specific report regarding a proposed new PDF for the next CIP. A memorandum describing this PDF appears as **Attachment 5** on © 23-27

**Proposed Guiding Principles for FY 2007-2012 CIP**

The Department of Park & Planning's mission statement is: "To improve the quality of life by conserving and enhancing the natural and developed environment for current and future generations". The Parks six-year CIP implements capital projects towards fulfillment of this mission. Many adopted plans and policies stress needs and recommend priorities for the CIP, most noteworthy:

- The Park, Recreation, and Open Space (PROS) Master Plan-1998
- Montgomery County "Parks for Tomorrow, Preparing for the 21st Century"-1998
- The PROS Implementation Study-2001
- "Looking Ahead"...Strategies for Planning, Developing, and Managing Parks in the Future-2003
- The Park User Satisfaction Survey-2003
- The Adopted FY 2005-2010 CIP
- The Draft Land Preservation, Parks, and Recreation Plan-2005
- All Adopted Area Master Plans
- All Adopted Park Master Plans, including Legacy Open Space
- All Adopted Park Functional Plans, including the Countywide Park Trails Plan and Trail Corridor Plans
- Initiatives regarding Community Revitalization, Changing Demographics, Maintenance of Infrastructure, Agricultural Preservation, Smart Growth, Economic Development, Public Health and Safety, Education, Transportation, Environmental Protection, and others

These documents support the need for a diverse array of land acquisition and park development projects. Priorities supported by these plans sometimes compete against one another for limited CIP funding. Staff believes that projects that meet these needs can be grouped in categories as follows:

1. Land Acquisition
2. Repair, Renovation, and Replacement of Existing Park Facilities and Infrastructure
3. Construction of New Parks and Park Facilities
4. Environmental Protection and Stewardship of Natural, Historical, and Cultural Resources

An analysis of the past three CIPs, FY 2001-2006, FY 2003-2008, and FY 2005-2010 shows a breakdown of dollars and percentages by these categories as displayed on the chart on the following page.

The charts show ranges for the major categories over the past three budget cycles as follows:

Land Acquisition 48% - 58%  
 Repair / Replacement 24% -30%  
 New Construction 14% -21%  
 Environmental Protection 4% - 6%

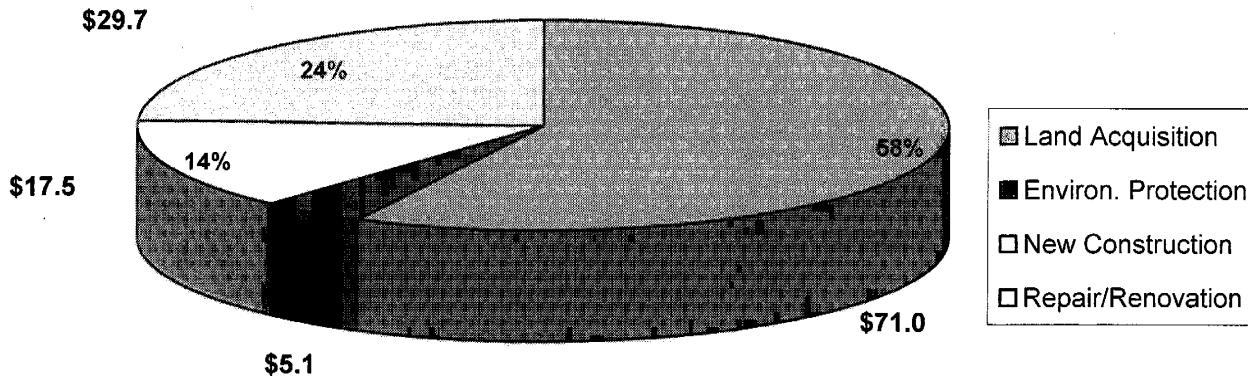
These relatively tight ranges show that we have been fairly consistent in allocations.

### Historical CIP Allocations by Category

All Figures in Millions of Dollars

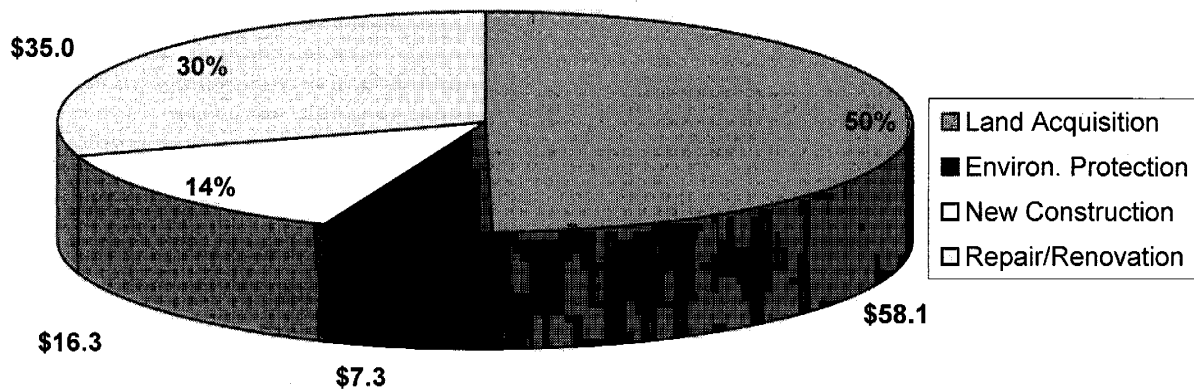
#### FY01-06 Expenditures by Category

Six Year Total: \$123.3 Million



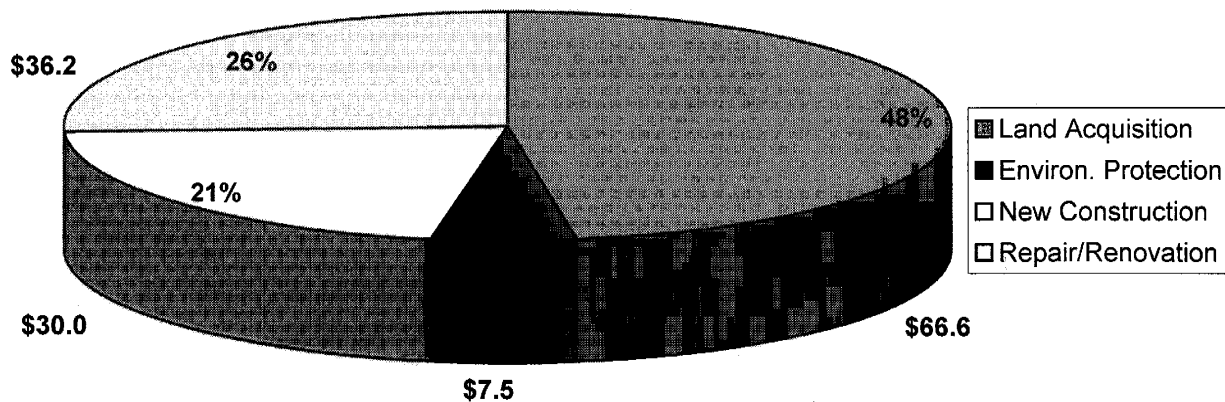
#### FY03-08 Expenditures by Category

Six Year Total: \$116.7 Million



#### FY05-10 Expenditures by Category

Six Year Total: \$140.3 Million



Trends are noted as:

- Acquisition dropped slightly from 58% in FY 2001, to 51% in FY 2003, to 48% in FY 2005 primarily due to decreased Program Open Space allocations.
- Repair / Replacement increased to 30% in FY2003 primarily due to the Bonifant Landfill Closure a \$1,5 million project, and the Little Falls Parkway Bridge a \$1.4 million project to replace the bridge over Willet Branch Creek.
- New construction went from 14% in FY 2001 and FY 2003 to 21% in FY 2005 primarily due to the addition of two large projects in FY 2005: Laytonia, a \$9.4 million new recreational park, and the Rock Creek Trail Pedestrian Bridge at \$5.7 million.
- Environmental Protection remained fairly constant throughout the period.

In consideration of needs for the future, as supported by adopted plans and policies noted above, staff recommends the following allocations be set as guidelines for preparing the FY 2007–2012 CIP:

Land Acquisition 45%  
 Repair / Replacement 30%  
 New Construction 20%  
 Environmental Protection 5%

The six-year FY 2007–2012 CIP is assumed to be in the range of \$160 million dollars. This assumption does not include Silver Place due to its unique proposed funding structure. Based on a \$160,000 program, and the above guidelines, spending by major categories compared to FY 2005-2010 would be as follows:

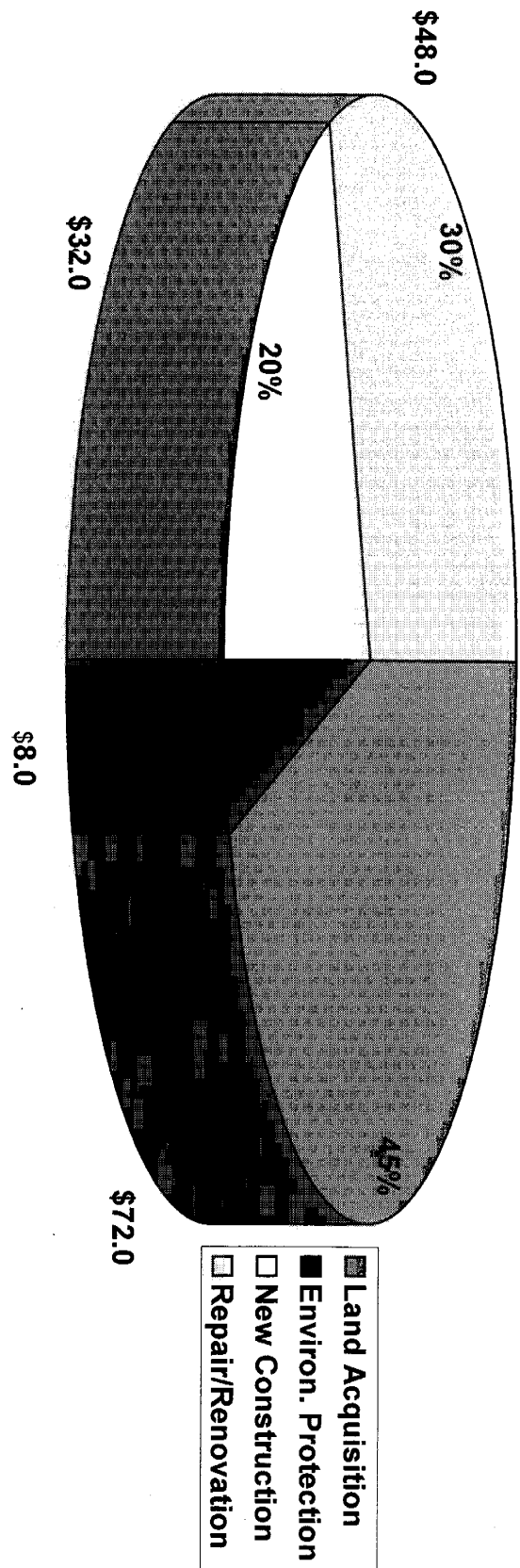
<i>(numbers in million dollars)</i>	FY 2005-2010	FY 2007-2012	Increase
Land Acquisition	66.6	72.0	5.4
Repair / Replacement	36.2	48.0	11.8
New Construction	30.0	32.0	2.0
Environmental Protection	7.5	8.0	0.5

Staff proposes to use the percentages by major category, along with the criteria shown below, as a guide to build the FY 2007-2012 CIP over the next several months.

A chart displaying recommended guidelines for breakdown of dollars and percentages for FY 2007-2012 appears on the next page.

# Guidelines for FY07-12 Expenditures by Category

Six Year Total: \$160.0 Million



## EVALUATION CRITERIA

The following criteria would be used to evaluate the priority of projects placed within the Capital Improvements Program. All candidate projects must be consistent with the Department's mission and be justified by adopted studies, plans, and/or policies.

### 1. Immediacy

- The project repairs or replaces facilities necessary to protect public health, safety, and welfare.
- The project preserves natural or cultural resources that might otherwise be lost or degraded in the near future.
- The project upgrades facilities to comply with current code requirements and laws.
- The timing of the project is dependent on coordination with related projects of other County agencies or interest groups.

### 2. Customer Service

- The project is already programmed in the FY 2005-2010 CIP and is therefore already promised to a community.
- The project provides facilities to an under-served geographic area.
- The project provides facilities to an under-served population group.
- The geographic distribution of proposed projects is equitable.
- The community has actively voiced support for the project.

### 3. Efficiency

- The project increases revenue, results in cost savings, and/or improves operational efficiency.
- The project leverages an opportunity, such as a partnership, contribution, donation or grant.
- The project has a high cost/benefit ratio by serving a large number of people for a reasonable cost.
- The project prevents current damage to facilities from becoming worse and more costly to repair later.

### 4. Ongoing Needs

- The project provides new facilities to serve unmet recreational needs.
- The project enhances or interprets existing resources.

Staff seeks Planning Board feedback on these guidelines and criteria.

## **FY 2005 CIP Implementation Report**

The purpose of this section is to update the Planning Board on the implementation of the development portion of the Parks Capital Improvements Program (CIP). This update includes final figures through FY 2005.

Implementation rate is defined as actual expenditure divided by the programmed expenditure in the currently adopted CIP. The programmed expenditure for FY 2005 in the adopted FY 2005-2010 CIP is 12.97 million dollars. In FY 2005, 11.96 million dollars were actually spent, equating to an implementation rate of 92%. At the beginning of the fiscal year, we had projected an implementation rate of 96% for FY 2005, which we downgraded to a projection of 85% after three quarters. We are pleased to report that fourth quarter expenditures came in better than revised estimates at 92%

An additional method for reviewing CIP implementation is by individual projects (PDFs). PDF implementation rate is valuable because the County Executive makes recommendations on the Parks CIP one PDF at a time and the County Council reviews the PDFs one at a time. An implementation rate of 1.0 means that the actual expenditures match the programmed expenditures. An implementation rate greater than 1.0 means that actual expenditures exceeded programmed expenditures, and an implementation rate of less than 1.0 means that actual expenditures were less than programmed expenditures. Individual PDF implementation rates are shown on the table on **Attachment 1** on © 1. Arrayed in order of best implementation to worst, these reports quickly show which PDFs are being implemented in a timely manner and which are not.

The Planning Board has requested that implementation reports highlight the most delayed projects. These projects are summarized in **Attachment 2** on © 2-3.

The Park Development Division now tracks all of its projects with a customized MICROSOFT ACCESS database that includes information such as project description, status, approved schedule, actual schedule, projected schedule, budget, and staffing. This database can produce multiple customized reports dependent on the users needs. The project reports that appear as **Attachment 3** on © 4-20 are for all active "stand-alone" PDFs in the current CIP. These reports show if a project is on schedule, or delayed. If delayed, the report will state the reason. Staff's intention is to include these reports in all future CIP implementation reports.

A list of major CIP project accomplishments during FY 2005 can be found on Attachment 4 on ©21-22.

## Remaining Schedule for Preparation, Review, and Approval of FY07-12 CIP:

- August 2005 – CIP Task Force meetings and divisional operating budget impact preparation
- September 15, 2005 – First Planning Board work session
- October 6, 2005 – Second Planning Board work session
- October 20, 2005 – Planning Board adoption of CIP Program
- November 1, 2005 – Mandated submission of CIP to County Council and County Executive
- January 2006 – Executive releases recommended CIP
- March & April 2006 – PHED and Council work sessions
- May 2006 – Council adopts FY 2007-2012 CIP
- July 1, 2006 – FY 2007-2012 CIP takes effect

### Conclusion

Staff seeks approval of staff guidelines for preparing and prioritizing the Parks FY 2007-2012 Capital Improvements Program (CIP), and also approval to create a new project for "Pollution Prevention and Repairs to Ponds and Lakes", as referenced in **Attachment 5** on © 23-27.

### Attachments:

- 1) PDF Implementation Rates
- 2) Park CIP Project Status – Report of Delayed Projects
- 3) Individual Project Status Reports
- 4) FY2005 CIP Project Accomplishments
- 5) Memo Requesting Creation of New PDF "Pollution Prevention and Repairs to Ponds and Lakes"

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