



MONTGOMERY COUNTY DEPARTMENT OF PARK AND PLANNING

THE MARYLAND-NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

9500 Brunett Avenue
Silver Spring, Maryland 20901

MCPB Agenda Item #3
MCPB Date October 10, 2005

October 6, 2005

MEMORANDUM

TO: Montgomery County Planning Board

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

SUBJECT: Proposed FY07-12 CIP Work Session #3

Staff Recommendation

Approve staff recommendations related to cited projects for inclusion in the FY07-12 Capital Improvements Program (CIP).

CIP Schedule

This is the third of four scheduled work sessions on the proposed FY07-12 CIP. This work session will focus on new development projects and the proposed land acquisition program. Staff seeks approval of staff recommendations for new development projects that have Board approved facility plans, current land acquisition programs, a revised Needwood Golf Course project, and SilverPlace.

At the fourth and final work session on October 20, staff will submit a complete set of project description forms (PDFs), including operating budget impacts (OBI), for the Planning Board's approval, and a report on the status of South Germantown Soccer and Non-Soccer projects. The Board's recommended FY07-12 CIP will be forwarded to the County Executive and County Council by November 1st, as required by State law.

The County Executive will recommend a proposed FY07-12 CIP by January 15, 2006. The County Council will hold public hearings on the proposed CIP for the entire County, inclusive of the Parks CIP, in early February and conduct work sessions in February and March. The CIP is scheduled for adoption in late May.

Outline of Work Session # 3

- 1) Overview and implications of Spending Affordability Guidelines (SAG)
- 2) Staff recommendations for new FY07-12 CIP projects
- 3) Staff recommendations for funding levels of the land acquisition programs
- 4) Needwood Golf Course
- 5) SilverPlace/MRO Headquarters Mixed-Use Project
- 6) Report on the requests from the CIP Public Forum

1) Spending Affordability Guidelines (SAG)

SAG is one of the County Council's primary shaping tools. It does not look at visions, needs, mandates, or desires. Rather, it establishes how much the County believes it can afford based on a variety of assumptions.

Section 305 of the Charter of Montgomery County, Maryland requires the County Council to conduct a public hearing and adopt SAG for the aggregate capital budget by resolution not later than the first Tuesday in October in each odd-numbered calendar year. For the capital budget the guidelines establish limits on general obligation (GO) bonds, current revenue, and Park and Planning (P&P) bonds that can be programmed for expenditure in the first two years of the six-year program, and also over the six-years in total. The Council may review these guidelines and assumptions again in early February.

The Council considers a number of economic and financial factors when establishing SAG. There is no GO bond SAG or current revenue SAG specifically for the Department of Park and Planning; all County departments and agencies share those SAGs and compete for the same funds. The Council does set specific guidelines for bonds issued by Park and Planning.

On September 27, 2005, the Council approved the following guidelines for GO bonds and P&P bonds:

<i>(In millions \$)</i>	FY07	FY08	FY09	FY10	FY11	FY12	Total
GO bond guidelines & targets	240.0	240.0	240.0	240.0	240.0	240.0	1440.0
P&P bond guidelines & targets	3.5	4.0	4.0	4.0	4.0	4.0	23.5

GO bonds are primarily used to fund Legacy Open Space, development of new **non-local** parks, and renovation of **non-local** parks and park facilities. P&P Bonds are primarily used to fund development of new **local** parks and renovation of **local** parks and park facilities. Both GO bonds and P&P bonds may be used as a match to leverage Program Open Space (POS) funds. POS is one of our largest sources of funding. POS funds can be used to cover 100% of acquisition costs and 75% of development costs for new development projects or additional acquisition. One half of the annual allocation of POS is dedicated to acquisition of land to preserve open space. Approximately 16% of the second half is allocated among 19 municipalities based on population. The remainder is used for development projects within the Parks CIP. POS funding allocations may fluctuate from year to year and are subject to State approval.

2) **Staff Recommendation for New FY07-12 Projects**

Since the CIP program was submitted for FY05-FY10, the Board has approved five new facility plans. Staff evaluated and prioritized each of these projects based on the criteria established by the Board this summer. Each project is a local park project and is eligible to be funded by a combination of P&P Bonds and POS. Staff averaged POS funding for the last six years to project POS funding over the next six-year CIP. The completion of these projects within the established timeframe is contingent on continued POS funding. If POS funding were adjusted downward, we would need additional Park and Planning bond funding or would need to adjust the project schedules to stay within SAG guidelines. If POS funding is more favorable than projected, we could adjust schedules to complete projects sooner or add additional projects in the CIP.

Staff prioritized each project, programmed expenditures based on SAG, and recommends the following projects and schedules for inclusion in the FY07-12 CIP:

- a) **Elmhirst Parkway Neighborhood Park** **Cost Estimate: \$456,400**
4700 Elmhirst Lane, Bethesda
(Replacement of existing park)

This project provides a replacement park for the Locust Hill Estates community. Locust Hill Neighborhood Park was developed in an environmentally sensitive area along a tributary to Rock Creek prior to the current awareness and regulations regarding protection of the environment. The park was cut off from maintenance access when the capital beltway was constructed. Facilities have deteriorated, and staff proposes reconstructing the park in a section of the adjacent Elmhirst Parkway Neighborhood Conservation Area that is suitable for development. The existing Locust Hill Neighborhood Park will be converted to a Neighborhood Conservation Area, and a portion of Elmhirst Parkway Neighborhood Conservation Area will be converted to a Neighborhood Park. This project includes the installation of a 5,000 square foot playground with multi-age equipment, safety surfacing and benches. There will be pavement markings on existing pavement for parking and access way and bollards or guardrails at parking areas. A new bridge will be installed that provides access to the Parkview Estates community. The existing open natural area will be maintained for recreation. The Planning Board approved the concept plan on June 16, 2005.

Design will begin in FY07. Construction will begin in FY08 and is scheduled for completion in FY09. Funding source: POS and Park and Planning Bonds.

- b) **Takoma Piney Branch Local Park** **Cost Estimate: \$3,329,300**
2 Darwin Avenue, Takoma Park
(Renovation of existing park)

This 17.4-acre park renovation includes provision of a loop path, enhancement of natural surface trail and pedestrian connections, improvement to the Darwin Avenue entrance and parking lot, and installation of a gate, maintenance access, and handicap parking at Grant Avenue. The approved plan makes no changes to the existing ballfields, constructs new basketball courts in the same location, adds a playground near the Piney Branch Elementary

School, replaces the existing playground, converts both tennis courts to a skateboard park (if the City of Takoma Park obtains funding to construct and operate the skate park), reduces two volleyball courts to one, provides stormwater management for the parking lot and a wetland area in Takoma Woods, constructs a new shelter, and replaces the existing restrooms with portable toilets. The Planning Board approved the facility plan on August 4, 2005.

Design will begin in FY07. Construction will begin in FY08 and is scheduled for completion in FY09. Funding source: POS and Park and Planning Bonds.

- c) **Greenbriar Local Park** **Cost Estimate: \$3,570,948**
12525 Glen Road, Travillah
 (New park)

Greenbriar Local Park is a 25-acre tract of undeveloped parkland in the Travillah planning area. The new park includes a regulation soccer/football field, spectator berms, a single basketball/multi-use court, a single grass volleyball court, school-aged and tot-aged playgrounds, asphalt loop path and pedestrian connections, central seating and entrance feature, picnic table areas, gazebo, 70 space parking area, portable toilets, bioretention stormwater management facilities, landscaping, and other miscellaneous amenities. The Planning Board approved the facility plan on September 8, 2005.

Design will begin FY10. Construction will begin in FY11 and is scheduled for completion in FY12. Funding source: POS, Park and Planning Bonds and developer contributions.

- d) **Germantown Town Center Urban Park** **Cost Estimate: \$8,519,900**
 (New park)

This park is located in the Germantown Town Center, situated at the northern end of an 8.80-acre parcel of land owned by Montgomery County and shared with the new Germantown Regional Library. The park site is challenging to develop, due to the presence of existing wetlands, existing stormwater management facilities and steep slopes. The new park creates large open space areas by placing both adjacent residential stormwater management facilities underground. The project will create two additional water features in the central area of the site, in addition to the existing wetlands that serve stormwater management functions. The project will create 2,185 linear feet of boardwalks and interpretive trails, lighting along main pathways, a series of overlook terraces with retaining walls and stair connections to the park and the library, a pavilion for community festivals and events, landscaping, and enhanced wetland plantings. The total cost includes a preliminary estimate for facility planning, design and construction of a trail connection from the park to the terminus of an existing trail on private property that leads to Lake Churchill. The Planning Board approved the facility plan on June 30, 2005.

Phase IA:	Design for entire park	\$1,011,500	FY09-FY11
Phase IB:	Construction east of SWM Area	\$2,155,000	FY11-FY12
Phase IC:	Construction east and Center Park	\$2,226,300	FY12-BSY
Phase II:	Construction west of SWM Area & Park	\$2,362,100	BSY
Phase III:	North Trail Design and Construction	\$ 765,000	BSY

BSY = Beyond Six-Year CIP. Funding source: POS, Park and Planning Bonds and developer contributions.

- e) **North Four Corners Local Park** **Cost Estimate: \$5,820,555**
211 Southwood Avenue, Silver Spring
(Expansion of existing park)

North Four Corners Local Park is a 13.9-acre park located near the commercial node of Four Corners in Silver Spring. The facility plan recommends improvements to the undeveloped six-acre park tract including the following: rectangular sports field; 50 space parking area with vehicular access from University Boulevard; a playground for school-aged children; a Class I bikeway from University Boulevard to Southwood Avenue; a paved loop heart-smart path with exercise stations; passive features adjacent to the elderly housing facility including a shaded plaza with benches, game tables, seating areas, a pergola and/or gazebo; drinking fountain; portable toilets; fencing; landscaping and storm water management facilities. The existing 7.9-acre park area will be renovated to provide the following: additional parking, renovation of the existing field, boardwalk connections to the trails through wooded areas, underground stormwater management facilities, upgraded paving and code improvements outside the community building, drainage improvements, landscaping, and other minor improvements. The Planning Board approved the facility plan on September 22, 2005.

Design will begin FY12. Construction will begin beyond the six-year CIP. Funding source: POS and Park and Planning Bonds.

3) **Staff Recommendation for Land Acquisition Programs**

a) **Legacy Open Space**

The Legacy Open Space PDF for FY07-12 provides for an expenditure of \$45.14 million for the six-year program. Staff is requesting \$7.785 million annually in FY07-10 for anticipated purchases in the earlier years of the CIP, and \$7.0 million annually in FY11-12.

The Legacy Open Space program has continued its success into its fifth year of operation. Over \$38 million has been committed to the preservation of twenty-one sites totaling over 3,000 acres. Of that \$38 million, approximately one-third (\$13.4 million) came from non-County funding sources, including \$1.36 million in municipal contributions, a \$400,000 private donation, and several large contributions through State of Maryland programs. Several Legacy Open Space sites have been protected by parkland dedication through the development process, as well.

In the program to date, three of the top four natural resource sites have been completely protected (Serpentine Barrens, Bucklodge Forest, Hoyles Mill Diabase Area-South) and seven other natural resource sites have been at least partially protected through a variety of tools, including easements and dedication through the development review process. In the past two years alone, two natural resource sites have been protected through dedication (South Serpentine

and the Freeman Property) and two have been acquired (Ricci Property in Paint Branch and Cahoon Property in Watts Branch).

In other Legacy categories, two sites have been purchased to protect the water supply, including one during the last two-year period (Carman Property, part of Rachel Carson Conservation Park Extended). Six historic sites have been protected through acquisition and easement since the program began. Three of those historic sites have been protected during the recent two-year period: Capitol View Park Open Space (Cohen Property), the Darby House and Store, and two back lots in Hyattstown.

The first greenway protection acquisition occurred during the past CIP cycle. Four approved development lots were acquired in Great Seneca Stream Valley Park that, if built, would have fragmented the wildlife corridor and interfered with trail connectivity in the Seneca Creek Greenway. And to date, the Legacy program has acquired two important urban open spaces with the financial participation of local jurisdictions, the City of Takoma Park and Chevy Chase Village. Chevy Chase Section 5 has recently contributed to the acquisition of the site next to Chevy Chase Village.

Priority Protection Sites, FY07-08

Staff has made significant progress towards protection and acquisition of many properties in the Legacy Plan during FY05-06 and expects to come to closure on a few more sites during the remainder of FY06. Many critical sites identified through the master plan process remain to be protected with FY07-08 funds.

Existing and anticipated purchase contracts have committed funds that limit the FY07-08 funds available for new projects. Specifically, the signed purchase agreement for the Serpentine Barrens property commits the County to a 5th payment of \$500,000 in FY07. In addition, two contracts are under active negotiation and nearing completion that will commit the County to future installments using FY07-08 funds (the Spurrier Farm and Carroll Place – see below for more details).

Several specific properties and areas have been targeted for active pursuit using the allocated funds for FY07-08.

Natural Resources

- The River Road Shale Barrens, a highly unique forest ecosystem of statewide significance, is targeted for complete protection in FY07-08. Parts of the site have already been protected through easement with the Izaak Walton League and acquisition during FY02, and negotiations continue on the remaining parcels.
- The Hyattstown Forest is a high quality forested highland providing a buffer to the historic town of Hyattstown in addition to having played its own role in the history of the Civil War. This site continues as a priority project for FY07-08 and may be a candidate for the use of federal transportation enhancement funds.

- The Hoyles Mill Forest area consists of over 400 acres of unique forest adjacent to the new Hoyles Mill Conservation Park and remains a high priority for preservation. However, the site has been included as part of the proposed parkland mitigation package for the ICC and may be acquired through that mechanism.

Water Supply Protection

- The County's Agricultural Services Division and the Washington Suburban Sanitary Commission will continue to be partners in identifying and protecting key parcels throughout the Patuxent watershed.
- Staff will continue to monitor parcels identified in the Olney Master Plan for opportunities for easement and acquisition.

Heritage Resources

- Carroll Place, also known as Circle Manor, the open space in the heart of historic Kensington, remains a priority for protection with FY07-08 funds. Currently negotiations are underway for acquisition of the site.
- Harewood, a historic property in the Quaker Cluster adjacent to lands protecting the Sandy Spring and other critical historic sites, remains a priority site for acquisition of an easement during FY07-08.
- The Warren M.E. Church site is a unique collection of historic African American buildings and continues as a priority for purchasing a protective easement during the coming budget cycle.

Greenway Connections

- Seneca Greenway Connection is one of the only remaining gaps in the 100-mile Ribbon of Green trail outlined in the Legacy Open Space master plan. Several key properties have been identified to pursue for preservation during FY07-08.

Farmland and Rural Open Space

- The County's Agricultural Services Division will be our main partner in identifying possible easement and other protection opportunities and in implementing those opportunities.
- The Spurrier Farm, the only farm in Montgomery County remaining in the same family's ownership for over 200 years, is an exceptional property in the Agricultural Reserve with significant historic and environmental qualities in addition to active agricultural fields. We are currently negotiating a partial acquisition of the site to protect all those features of the site.

Urban Open Spaces

- Clarksburg Triangle, an important open space in the center of the developing town of Clarksburg, will continue to be a high priority site for FY07-08.
- A study is currently underway to evaluate the need and location for a new Regional Park, as directed by the Legacy Open Space Functional Master Plan. The study is being folded into the PROS Strategic Plan that will be brought to the Planning Board in FY07. Once potential sites are identified, acquisition will become a priority for FY07-08 funds.

b) Land Acquisition – Local and Non-Local

Non-Local Park Acquisition Program

The Non-Local Park Acquisition PDF identifies capital expenditures and appropriations for acquisitions of non-local parkland, i.e. acquisitions in stream valley, conservation, regional, recreational, greenway and special parks. The PDF provides latitude to acquire properties consistent with master plans and Commission policies, as properties become available or are required to meet immediate needs. It also provides for related costs, e.g. surveys, appraisals and title reports. Acquisitions scheduled for FY07-12 may include, but are not limited to, additions to Callethia Farm Park, Great Seneca Stream Valley Park, Little Seneca Greenway, Northwest Branch Rec. Park, Ridge Road Rec. Park, Ten Mile Creek Greenway, South Germantown Rec. Park, etc. Other acquisitions will be pursued as long as funds are available. In addition to this direct land acquisition program, non-local parklands are also acquired in dedication through the development review process.

The Non-Local Park Acquisition Program for FY07-12 is recommended at an expenditure level of \$18.81 million or \$3.135 million in each year of the six-year program. This is an increase of \$10.352 million over the FY05-10 program that provided for a total expenditure of \$8.458 million over six years. This expenditure increase is due to an increase in Montgomery County's Program Open Space (POS) allocation for land acquisition projects. The County's FY06 total POS allocation of \$8,125,6222 was larger than previous years. Half of this allocation was set aside for acquisition projects (approximately \$4.06 million). Staff believes that POS funding at this level will continue into the foreseeable future and has prepared the FY07-12 CIP accordingly. It should be noted that of the \$4.0 million in POS money expected to be available annually for acquisition projects in Montgomery County, staff is recommending that \$3.0 million be used for non-local park acquisitions and \$1.0 million for local park acquisitions.

Local Park Acquisition Program

The Local Park Acquisition PDF identifies capital expenditures and appropriations for local parkland acquisitions, including related costs for surveys, appraisals and title reports. Local parks include urban, neighborhood and neighborhood conservation parks as defined by the Park, Recreation and Open Space (PROS) Plan. Acquisitions during the next six-year program may include Piney Branch Road Urban Park, an addition to Cross Creek Local Park and an addition to Fenton Street Urban Park. The expansion of Fenton Street Urban Park may require the relocation of a business or two that could delay additional property acquisitions at this location. Other unspecified sites and additions to existing sites may be pursued if they become available and funds have not all been spent. To the extent possible, the Commission also acquires local parkland through dedication at time of subdivision; however, to meet all parkland needs, a direct land purchase program must supplement this method.

The Local Park Acquisition Program for FY07-12 provides for an expenditure of \$6.21 million or \$1.035 million in each year of the six-year program. This is an increase of \$2.641 million over the FY05-07 program that provided for a total expenditure of \$3.569 million over six years. As with the Non-Local Park Acquisition Program discussed above, the expenditure increase in the Local Park Acquisition Program is solely due to an increase in Montgomery County's Program Open Space (POS) allocation for land acquisition projects. Of the \$4.06 million in POS money expected to be available annually for acquisition projects in Montgomery County, staff is recommending that \$1.0 million of this amount be used for local park acquisitions with the balance being used for non-local park acquisitions.

Fenton Street Urban Park

The Silver Spring Central Business District (CBD) Sector Plan calls for the expansion of the existing Fenton Street Urban Park through purchase of additional land and the use of adjoining road right-of-way. The expanded park is referenced as South Fenton Gateway Park in the sector plan. Fenton Street Urban Park is a very small (0.26 acre) park located on Fenton Street between Burlington Avenue and Philadelphia Avenue. The sector plan also advocates development of a skate park within the Silver Spring CBD at a site to be determined.

A report prepared by the Community-Based Planning Division (See Attachment B) recommends expansion of Fenton Street Urban Park to include a significant landscaped area and a skateboard facility. The proposed expansion requires acquisition of privately owned parcels in the industrial area west of the existing park along with use of adjoining road right-of-way. The land acquisition officer has been actively negotiating purchase of these parcels for several years, but has met with unwilling sellers to date, with the exception of one parcel affronting Burlington Avenue that has been acquired. Staff recommends that the land acquisition officer continue to pursue negotiations to acquire these parcels, and bring those acquisitions to the Planning Board for decisions as soon as possible. The properties would be purchased through the Acquisition: Local Parks PDF. If insufficient funding exists in the PDF at the time of purchase, the Board may opt to pursue a supplemental appropriation.

At the initial CIP work session on September 15, 2005, staff recommended listing expansion of Fenton Street Urban Park as a candidate for facility planning in the Facility

Planning: Local Parks PDF. The facility planning process would, among other things, look at several options for the program and design of the expanded park and solicit input from all stakeholders prior to formulation of a staff recommendation. As always, funds for the development of an expanded Fenton Street Urban Park would only be available after the Planning Board has approved a facility plan and the County Council has approved an appropriation. Staff recommends that facility planning begin only after the land acquisition moves forward. Spending of capital dollars on a facility plan for property we do not yet own presents several problems and risks, including deferral of other priorities funded by the facility planning PDF. Priorities for local park facility plans in the first two years of the proposed CIP, plus projects underway, include Renovation of Evans Parkway Local Park, Construction of Darnestown Square Urban Park, Renovation of April Stewart Lane Local Park (to be coordinated with the White Oak Recreation Center), Additional Parking at Falls Road Local Park, Renovation of Flower Avenue Urban Park (per the recommendations of the Long Branch Task Force), and Renovation of Kemp Mill Local Park. If the land acquisition and facility planning for the expansion of Fenton Street Urban Park moves forward in the first two years of the CIP, priorities for facility planning would be revisited.

In summary, staff recommendations specific to an expanded Fenton Street Urban Park are:

- Continue negotiations for purchase of adjacent properties per the recommendations of the sector plan and the recommendations of the Community- Based Planning Division. Fund acquisitions, if approved by the Planning Board, through the Acquisition: Local Parks PDF.
- Program facility planning for an expanded Fenton Street Urban Park in the Facility Planning: Local Parks PDF, but defer start of facility plan until land acquisition moves forward.

c) Advanced Land Acquisition Revolving Fund

The Advance Land Acquisition Revolving Fund (ALARF) was first established in the Commission's FY72-FY77 CIP. Pursuant to Article 28, Section 7-106 to enable the Commission to acquire rights-of-way and other property needed for future public projects. Before acquisition of a specific parcel, the Board will submit an authorization request to the County Council for approval by formal resolution.

In FY05, there was a new bond sale of \$2.0 million for additional funding. There were expenditures of \$5,252,018 and a balance of \$3,563,593 in cash and investments. To date, the cost of land acquired available for transfer is \$25,046,231.

Staff is not recommending additional bond sales within the six-year CIP. We anticipate available funding from the sale of land associated with the Intercounty Connector, which will provide funding for future land acquisitions.

4) Needwood Golf Course

Cost Estimate: \$2,893,000

This project replaces the existing irrigation system and cart paths at the Needwood Golf Course located in the Rock Creek Regional Park. Improvements include replacement and renovation of the irrigation system as well as improvement of the cart path system to provide tee to green paths. The main components of the irrigation system are 10 to 15 years beyond the normal life expectancy of irrigation systems, which is 20 to 25 years.

The system will be replaced with a modern double row system in the fairways that will provide better coverage and reduce over watering. New valves will be installed to enable zone control in the system and the central control system will be upgraded.

The paths will complete the network which currently only serves the areas around the tees and greens. Connecting the paths reduces turf damage and enables the course to be open for cart use sooner after major rain events, thus improving play and customer experience.

On June 30, 2005, the Board approved a supplemental appropriation to the FY06 capital budget in the amount of \$1,600,000 for the appropriation for design and construction of the entire project. The supplemental appropriation was introduced and the County Council held a public hearing. After discussion with Council staff, we now recommend that the supplemental request for funding in FY06 be modified to include only \$114,000 for the design of the irrigation system. Staff further recommends that funds for the construction of the irrigation system and design and construction of the cart paths be transmitted with the FY07-12 CIP. After further analysis, staff has determined that the design and construction of the cart paths is much more extensive and expensive than originally anticipated. The existing six-foot wide cart paths must be widened to eight foot and will require an asphalt overlay. The revised cost of the entire project is \$2,893,000. The amount requested in the FY07-12 CIP would be \$2,779,000. Staff believes this is a more realistic estimate. If the irrigation system fails before we receive the appropriation for FY07, we will ask for an emergency supplemental later in FY06.

Design for the irrigation system will begin FY06 and construction in FY07. Design for the cart paths will begin in FY07 and construction in FY08.

5) SilverPlace/MRO Headquarters Mixed-Use Project

The adopted FY 2005 – 2010 CIP funds \$850,000 for planning, and overall concept design of SilverPlace, and the final space program and schematic design of the Headquarters component. It also funds a Project Advisor to guide the project approach and facilitate engagement of a Development Firm and Team. The project envisions selecting a developer team to develop a new headquarters building for the Department of Park and Planning; create workforce and affordable housing opportunities; and construct public open spaces and a community park amenity. A competitive process will be utilized to select the Development Firm and Team.

A Project Advisor has been retained and has been working with staff to structure the multi-step process to retain the Development Firm and Team. A Request for Qualifications (RFQ) will be issued this month with a goal of approving a short list by January 2006. A Request for Proposals (RFP) will then immediately be made available to short-listed firms with a scheduled response date of April 2006. Pending evaluation of the responses to the RFP and submission of best and final offers, the current schedule anticipates selection of the Development Firm and Team in June 2006.

An initial contract with the selected Development Partner and Team, termed a Pre-Formation Agreement, will be executed in July 2006, which will, in part, require the development partner to progress the project through overall concept design, final space program and schematic design stages of the Headquarters. Completion of schematic design is expected in November 2006. The current appropriation of \$850,000 is estimated to be sufficient to carry the project through the schematic design phase for the Headquarters. The Commission's \$850,000 will continue to pay the fees of the Project Advisor and any other professional services associated with creating and reviewing agreements and developing the schematic design stage.

A second agreement, termed a General Development Agreement, will be required before the project advances to final design and construction. The Planning Board will need Council approval of a revised PDF showing the appropriation of design and construction funding prior to execution of this agreement, which will commit the Commission to its negotiated financial share of the project. Staff recommends that this budget action occur as a CIP amendment and request for supplemental appropriation in October 2006 (FY07), as opposed to including the request now with the normal FY07-12 budget cycle. The benefits of deferring the request include:

- 1) We will be able to identify the Development Firm and Team prior to the Executive recommendation and Council decision on the appropriation.
- 2) We will have completed the schematic design of the project and negotiated the essence of the general development agreement. We will be able to elaborate on the design of the office, public open spaces and a community park amenity, and housing components of the project, particularly workforce and affordable housing, and the Minority, Female, and Disabled (MFD) equity participation of the Development Firm and Team.
- 3) The Commission's share of the capital cost will be known rather than estimated.
- 4) Staff will have ample time to meet the County Executive's Capital Investment Readiness Criteria, including a comprehensive assessment of future operating budget impacts (OBI).

With Board approval, the PDF for Silver Place will be updated for the FY07-12 CIP to adjust the expenditure schedule for the \$850,000 to reflect the current project schedule. The PDF text will be revised to reflect the current schedule and implementation plan for the project. The text will include the Board's intent to seek a supplemental appropriation in FY07, after selection of the Development Firm and Team, completion of schematic design, and negotiation of a General Development Agreement.

6) **Report on Requests from the CIP Forum**

Attachment A summarizes the testimony received from the April 7, 2005 CIP Public Forum. Staff has reviewed all testimony and subsequent letters and responded to Park CIP issues as appropriate. We feel the six-year CIP is responsive to the input from citizens and are dedicated to continue to work with the public and the Department of Recreation to ensure an inclusive CIP process.

Other testimony not related to the Park CIP has been referred to the appropriate division or County agency for follow-up.

Conclusion

Staff requests the Board's approval to move forward with the above projects for inclusion in the FY07-12 CIP. At the final work session on October 20, staff will submit a complete set of project description forms (PDFs) for the Planning Board's approval, and a report on the status of South Germantown Soccer and Non-Soccer projects.

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Attachment A & B