



MONTGOMERY COUNTY DEPARTMENT OF PARKS
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

September 8, 2011

MCPB 9/15/11

Item # 2

MEMORANDUM

TO: Montgomery County Planning Board

VIA: Mary Bradford, Director of Parks
Mike Riley, Deputy Director of Parks

FROM: John Nissel, Chief, Facilities Management

SUBJECT: DISCUSSION: Current Status of Department of Parks' Office Space

ACTION REQUIRED: None.

Staff will present information about buildings that provide office space for Department of Parks' staff. Data will include:

- Location of buildings
- Age of buildings and their life cycle estimates
- Capacity of buildings to hold staff
- Whether buildings have been renovated or re-purposed
- Condition status and/or other potential restrictions on buildings

Staff also will highlight certain case studies of several current staff offices, describing a range of situations that are both advantageous and problematic. These buildings include:

- Hillendale Office Building in Silver Spring
- Waters House in Germantown
- Parkside Headquarters in Silver Spring
- Meadowbrook Maintenance Yard/Horticulture, Forestry and Environmental Education Division administrative offices / Shady Grove

This presentation is intended to serve as context for the ongoing discussions about potential relocation of certain M-NCPPC offices, as well as the presentation of the Warner Circle Facility Plan (as modified), also before the Planning Board on September 15, 2011. This session is also a prelude to a broader Facilities Management Division update in the fall.

JN:JL