

To: Board of Commissioners

From: Sue Rini, Director of Finance & Administration

Date: **December 14, 2020**

Discussion: Capital Improvement Plan – 4th Quarter Update

Commissioners,

The following is an updated Capital Improvement Plan based on year to date information as of November 30, 2020 (*the last month for which financial statements were available as of the final Board meeting of the year*). The narrative and the accompanying spreadsheet provide an overview of ongoing capital improvements, as well as future needs.

- The District has approximately \$772,923 in capital funds not yet assigned to a project
- There is an estimated list of suggested capital improvements totaling \$4,298,886 through 2025.
- There is an estimated deficit of \$3,525,963 to complete capital projects for the next 5 years.

Per Board direction at the August 2, 2020 Board Meeting, Capital Projects in order of priority are:

1. McCaslin Turf Field Replacement
2. Coral Cove Water Park
3. Pathways
4. Playground Replacements
5. Fountain View Recreation Center Roof – Phase III
6. Community Park Improvements
7. Heritage Lakes Retaining Wall
8. Elk Trail Recreation Center – Parking Lot and Cement
9. Parking Lot Maintenance

1. Armstrong Park:

No projects are planned for Armstrong Park at this time.

Armstrong Park			
No Projects Planned at this time.			2,093,559
Refer to Trails/Paths/Parking Lots for North Armstrong Lot			
Multi-Year Total			2,093,559

2. CIP Administration:

These were charges for staff wage and benefits associated with the first several years of major Capital Projects and capital improvements. No additional charge backs were made after 2015.

CIP Admin			
YTD			708,963
Multi-Year Total			708,963

3. Carolshire Park:

The total charges against the Capital Fund are currently \$184,859. The project was supported by the District's first CDBG grant award, and also from the Special Recreation Fund.

Carolshire Park			
YTD (from Capital Fund)			184,859
Multi-Year Total (to Capital Budget/Before Grant)			184,859

4. Community Park:

Community Park is officially a Carol Stream Park District Property. This park is a good candidate for a CDBG or OSLAD Grant. \$100,000 was originally assigned to the project. To date \$30,340 has been spent.

Staff has planned for some immediate improvements in 2021 that will bring the park up to District standards; they total approximately \$55,600 and include: repainting and minor bathroom repairs, new light poles, removal of a back stop, resurfacing of the basketball court, replacing the drinking fountain, and installation of a CSPD park sign. The Board will form a committee with staff to discuss future plans and improvements. **Staff estimates \$800,000 in additional funding will be necessary to make any major improvements or to qualify for any matching grants.**

Community Park			
YTD			30,340
Planned for 2020			55,600
Balance Available for improvements			36,717
Additional Funding Suggested			800,000
Multi-Year Total			922,657

5. Coral Cove:

Staff anticipates that a full gutter repair in the zero-depth portion of the pool and major infrastructure repairs in the near future; rough estimate cost is \$250,000. Increased leaks in the pool liner have driven chemical and water costs higher over the last few years and indicate that the pool liner should be replaced; estimated cost will be \$550,000. **There a total of \$800,000 in additional funding will be necessary to make these major repairs.**

Coral Cove Water Park & CONCESSIONS			
YTD			1,054,385
Major Repairs - Estimate			250,000
Pool Liner Replacement - Estimate			550,000
Multi-Year Total			1,854,385

6. Coyote Crossing Mini Golf

The shade structure for the outdoor eating/party area was replaced in early spring with a metal style roof; it was funded with operational repair dollars and therefore did not impact the Capital Budget. No other capital improvements are being suggested at this time.

Coyote Crossing Minigolf			
YTD			45,684
Shade Structure replaced with operating funds			-
Multi-Year Total			45,684

7. Dog Park:

No Projects are planned for the Dog Park. Minor improvements have been funded through Operational Repair & Replacement fund.

Dog Park			
YTD			106,016
Multi-Year Total			106,016

8. Elk Trail Recreation Center:

The deferred maintenance plan for Elk Trail Recreation Center totals \$355,336. The District was not successful in its pursuit of a grant that would have funded the entire plan. **The plan calls for \$335,336 in additional funding to complete the deferred maintenance plan.**

Elk Trail Recreation Center			
YTD			161,849
Deferred Maintenance Plan			335,336
Multi-Year Total			497,185

9. Evergreen Gymnasium:

In accordance with the intergovernmental agreement with Benjamin School District, the District shares costs to repair and maintain Evergreen Gymnasium and accompanying shared space. The Park District owes the School District \$52,000 for tuck-pointing repairs to the Evergreen Gymnasium that were completed this year.

Since we have not received any information on future repair plans, we used an historical average to estimate \$28,410/year in repairs for the next 5 years. **Any potential shared repair costs are unknown at this time.**

Evergreen Gymnasium			
YTD - includes 2020 Tuckpointing; done but not paid			109,940
*Est \$28,410 x 5 years			142,050
Multi-Year Total			251,990

10. FVRC:

Phase I and II roof repairs at FVRC were completed over the last two years. Staff recommends that the final phase of repairs costing \$210,000 be completed in 2021-2022. **No funds have been earmarked for this repair at this time.**

The re-plastering of the indoor pool will be necessary in approximately 3-5 years at an estimated cost of \$300,000. This repair will be funded through the Recreation Repair & Replacement fund and which holds contributions from Glenbard North High School’s contributions for indoor pool partnership.

FVRC Recreation Center				
YTD				21,881,488
Future Roof Phase III				210,000
Multi-Year Total				22,091,488

11. GBN Turf Replacement:

In accordance with the Park District’s Intergovernmental Agreement with Glenbard North High School and with Board direction to continue our partnership for the artificial turf football field, the District paid \$257,933 in 2020 for its portion of the turf field replacement. Turf life span is approximately 8-10 years.

GBN Turf Replacement				
2020				257,933
Multi-Year Total				257,933

12. Land/Shoreline Restoration:

Staff has identified shoreline along the Heritage Lakes for restoration. Access to the lake will create a higher labor cost for this repair and restoration; staff suggests addressing this project in the near future. **No funds have been earmarked for this repair at this time.**

Land / Shoreline Restoration				
YTD				1,646,571
Heritage Lake Shoreline - Estimate Only				80,000
Multi-Year Total				1,726,571

13. Legal:

The total cost for legal fees paid for the suit by Riley Construction was \$114,047.

Legal Fees				
YTD				114,047
Multi-Year Total				114,047

14. McCaslin:

The artificial turf fields at McCaslin were installed with a 10-12 year life expectancy. With the park’s opening in 2011-12, staff is estimating replacement of all 4 turf infields in the year 2023. **An Estimated \$500,000 of additional funding will be necessary for this future replacement.**

McCaslin Park & CONCESSIONS				
YTD				5,366,287
Future Turf Replacement - Estimate Only				500,000
Multi-Year Total				5,866,287

15. Parks & Playgrounds:

The Parks department maintains a repair & replacement schedule for the District’s 34 parks and playgrounds. Replacement standard is 20 years for playgrounds, and 10 years for play tile surfaces. Playgrounds are inspected and evaluated regularly and recommendations for replacement are always based on ‘actual’ condition. The playgrounds scheduled for assessment between 2020 and 2025 include: Appomattox, Armstrong Central, Blue Heron, Community Park (*may be part of Community Park Improvements*), Friendship, Hampe, Papoose and Walters.

A formal Playground Assessment & Replacement Plan is being presented to the Board. Similar to the deferred maintenance plan developed for Elk Trail Recreation Center, this plan will provide an expert ‘road map’ for the District’s playground repair and replacement needs. **At this time, staff is estimating \$820,000 of additional funding will be necessary to accommodate playground replacements through 2025.**

Playgrounds & Parks				
YTD				1,106,305
2020 Playground Repair & Replacement Plan				19,500
Future Playground Replacement - Estimate Only				820,000
Multi-Year Total				1,945,805

16. PMO (Project Management Office):

Total costs for PMO services were \$949,435.

PMO				
YTD				949,435
Multi-Year Total				949,435

17. Simkus Recreation Center:

No projects are planned for Simkus Recreation Center at this time. Parking Lot sealcoating is addressed under Trails/Path/Parking Lots/Lighting.

Simkus Recreation Center				
YTD				2,425,026
Multi-Year Total				2,467,759

18. Trails/Paths/Parking Lots/Lighting:

Staff has submitted for a Recreational Trails Grant to repave 5,000 linear feet of 8-foot wide bituminous trail around **Mitchell Lake Bike Path**. Grant would cover 50% of the cost; additional funding would come from Special Recreation. We are holding up to \$55,000 for the District’s share; if we do not receive the Grant, we need to shift additional funding OR reconsider doing the project.

The **North Armstrong Park** parking lot requires a complete renovation. Staff will obtain estimates and plans to be ready for any grant opportunities. \$125,000 has been earmarked for this project. **Heritage Lakes Path** is the next pathway which should be addressed.

Staff would like to explore hiring an expert to create a formal Paving Replacement Plan (similar to the Elk Trail Maintenance Plan) to provide an expert plan. **Additional funding will be necessary for future parking lot or trail repairs.**

Trails / Paths/Parking Lots/Lighting				
YTD				638,077
Mitchell Bike Path -Balance				49,582
North Armstrong Parking Lot - Balance				122,194
Future Parking Lot / Trails - Estimate Only				310,000
Multi-Year Total				1,119,853

19. Vehicles & Equipment:

The fleet replacement schedule is reviewed annually. When practical replacements are deferred until replacement is necessary. With other repairs taking priority, the funding of the District’s fleet through the Capital Repair & Replacement fund will be insufficient.

Staff has also set aside \$60,000 to replace the 39 passenger bus in 2021-2022. The 2020 plans have been deferred to 2021. Several vehicles will be sold or traded as part of the plan. **No Funds have yet been earmarked for future vehicle and equipment needs in 2022 through 2025.**

Vehicles/Equipment	
YTD	242,487
2020 Vehicle/Equipment Budget Balance	176,290
includes \$60,000 for new Bus	
Future vehicle/equipment through 2025 - Estimate	301,500
Multi-Year Total	720,277

Current Balance of ALL unassigned Capital Funds: \$ 772,923

Estimated Cost of UNFUNDED Capital Projects through 2025: \$3,525,963.



Capital Improvement Plan

Using Financials Ending: November 30, 2020

RUNNING ESTIMATES OF COSTS																					TOTALS
Project #:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	Armstrong Park	CIP Admin	Carolshire Park	Community Park	Coral Cove Water Park & CONCESSIONS	Coyote Crossing Mini Golf	Dog Park	Elk Trail	Evergreen Gymnasium	Fountain View Rec Center	GBN Turf Rplcmt	Land & Shoreline	Legal Fees	McCaslin Park & CONCESSIONS	Parks & Playgrounds	PMO	Simkus Rec Center	Trails/Paths/Parking Lots & Lighting	Vehicles & Equipment	Veteran's Memorial	
2010 Total	1,327	110,110				2,009	2,399			205,237		4,938		25,750	346,785	212,096	8,429	(101)	33,314		952,293
2011 Total	3,965	167,199					103,617			956,442		1,609,777		1,086,603	237,803	320,576		146,223	30,564		4,662,769
2012 TOTAL	50,658	147,030			7,900		0			9,787,436		0		2,734,873	(4,188)	285,700	7,900	289,027	49,560		13,355,896
2013 TOTAL	35,470	156,535			250,038					10,119,848		0		519,653	125,478	116,000	65,162	0	36,001		11,424,185
2014 TOTAL	509,389	81,877			445,736					413,556		0	52,164	878,944	8,605	15,063	1,382,913	161,619	46,291		3,996,157
2015 TOTAL	378,929	46,212			24,889			18,712		31,157		0	53,039	9,989	181,938	0	168,155	0	25,303	2,591	940,914
2016 TOTAL	926,418	0			26,123	17,097	0	19,888		18,932		11,600	8,844	37,330	163,577	0	394,187	0	0	765	1,624,761
2017 TOTAL	187,403	0			234,067	26,578	0	5,789		21,250		20,256	0	67,038	13,532	0	398,280	0	0	7,494	981,687
2018 TOTAL	0	0	0	0	20,288	0	0	1,600	0	166,211	0	0	0	6,107	28,310	0	36,372	36,360	0	10,812	306,060
2019 Total	0	0	183,522	7,683	45,344	0	0	115,860	57,940	161,419	0	0	0	0	4,465	0	6,361	(415)		13,944	611,573
2020 Projects:																					
Current YTD				1,337	22,657			2,887			257,933				9,607				5,364	7,510	
Encumbered/Held				69,660					52,000						10,493				171,776	176,290	
2020 Total	0	0		1,337	92,317	0	0	2,887	52,000	0	257,933	0	0	0	20,100	0	0	177,140	183,800	0	787,514
2021 Projects:																					
Encumbered/Held from 2020 will become 2021 projects																					
Multi-Year Project Totals	2,093,559	708,963	184,859	100,000	1,054,385	45,684	106,016	164,736	109,940	21,881,488	257,933	1,646,571	114,047	5,366,287	1,126,405	949,435	2,467,759	809,853	418,777	37,112	39,643,809
2021-2025 Proposed Projects - ROUGH ESTIMATES ONLY:																					
Community Park				800,000																	
Coral Cove Pool Liner					550,000																
Coral Cove Major Repairs					250,000																
Heritage Lakes Path																		275,000			
Heritage Lakes Shoreline												80,000									
Elk Trail Deferred Maint								335,336													
Evergreen Futute (?)									142,050												
FVRC Roof Phase III										210,000											
McCaslin Turf Rplcmt														500,000							
Playgrounds thru 2025															820,000						
SRC Parking Lot Sealcoat																			35,000		
Vehicles thru 2025																				301,500	
Estimated Totals:	0	0	0	800,000	800,000	0	0	335,336	142,050	210,000	0	80,000	0	500,000	820,000	0	0	310,000	301,500	0	4,298,886
Future Project Totals	2,093,559	708,963	184,859	900,000	1,854,385	45,684	106,016	500,072	251,990	22,091,488	257,933	1,726,571	114,047	5,866,287	1,946,405	949,435	2,467,759	1,119,853	720,277	37,112	43,942,695

REVENUE (Referendum Bond Proceeds / Grants / Donations / Reimbursements/Interest Earned)												
Bonds												
October 2010E Bond Issue Proceeds:					(Fund 42-71)							14,200,000
December 2011B Bond Issue Proceeds					(Fund 42-73)							7,750,000
March 2013 Bond Issue Proceeds					(Fund 42-74)							14,690,000
TOTAL BOND PROCEEDS TO DATE:												36,640,000
Grants												
			Awarded	Date	Received to CIP	Rcv'd to Capital R&R	Due to CSPD	Grant Explanation				
Charging Station - Manufacturer's Rebate			Received		7,500	7,500		Rebate for Electric Vehicle Charging Stations				
PARC Grant			Received		2,000,000	1,000,000	1,000,000	Reimbursement Grant; 1st payment on 12-20-13; 2nd payment on 12-				
Rotary of Carol Stream			Received	06/07/12	5,000			Total Donation Received				
Senate Member Initiative Grant (McCasin Concession)			Received	12/13/13	100,000			First Installment Received; Balance of \$75,000 rcvd 3-18-14				
Clean Energy Grant/LEED Rec Center (showing minimum)			Received	06/05/12	190,000			Rcvd \$50,000 6-5-12; Additional \$140,000 3-17-15 to 42-00				
County Grant (Clean Water Grant)			Received	12/20/12	117,133			Parking lot pavers; \$27,200 rcvd 12-20-12; \$89,933.40 received 12-				
DCEO Grant (Lighting @ Underpass & McCasin) Senate Member Initiative			Received	12/27/12	50,000			Total Grant Received \$12,500 7-11-12; \$37,500 12-27-12				
OSLAD Grant - McCasin Phase II			Received		388,000		388,000	Received; future Weber Turf Replacement				
Special Recreation Fund Contribution (will reimburse Capital fund in account 42-00)			Received	12/31/15	700,000	700,000		\$200,000 final reimbursement Nov 2015 to Capital 42-00				
DCEO Grant (Lighting @ Armstrong Park)			Received		7,000		7,739					
Carolshire Park - CDBG *50% of Project total up t \$200,000.			Received		200,000		172,573					
Submitted Grants												
Total Grant Proceeds currently availabe (does not include grants DUE to CSPD)					3,764,500	2,169,633	1,568,312					
YTD Interest Earned on Grant Investments												38,786
Total Capital Improvement Plan Receipts *Available												40,416,732

EXPENDITURES (YTD - Budgeted - Encumbered)	
Actual 2010	952,293
Actual 2011	4,662,769
Actual 2012	13,355,896
Actual 2013	11,424,185
Actual 2014	3,996,157
Actual 2015	940,914
Actual 2016	1,624,761
Actual 2017	981,687
Actual 2018	306,060
Actual 2019	611,573
Actual 2020	787,514
TOTAL Projected Spending through December 31, 2020	39,643,809

Funding:	
Net Bond Proceeds	36,640,000
Grants Applied to CIP Program	3,737,946
Interest Earned	38,786
Total Proceeds (Includes Funds set aside for Capital R&R)	40,416,732
Expenditures	
Total of YTD & Budgeted Projects through 2021	39,643,809
Balance of unassigned funds (included Capital R&R)	772,923
Estimated Costs of Unfunded Projects:	4,298,886
Funding Deficit:	\$ (3,525,963)

- - D E T A I L - -

Armstrong Park	
No Projects Planned at this time.	2,093,559
Refer to Trails/Paths/Parking Lots for North Armstrong Lot	
Multi-Year Total	2,093,559

CIP Admin	
YTD	708,963
Multi-Year Total	708,963

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Multi-Year Total	1,854,385

Coyote Crossing Minigolf	
YTD	45,684
Shade Structure replaced with operating funds	-
Multi-Year Total	45,684

Dog Park	
YTD	106,016
Multi-Year Total	106,016

Elk Trail Recreation Center	
YTD	164,736
Deferred Maintenance Plan	335,336
Multi-Year Total	500,072

Evergreen Gymnasium	
YTD - includes 2020 Tuckpointing; done but not paid	109,940
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Multi-Year Total	114,047

McCaslin Park & CONCESSIONS	
YTD	5,366,287
Future Turf Replacement - Estimate Only	500,000
Multi-Year Total	5,866,287

Playgrounds & Parks	
YTD	1,115,912
Balance of Playground Analysis Plan	10,493
Future Playground Replacement - Estimate Only	820,000
Multi-Year Total	1,946,405

PMO	
YTD	949,435
Multi-Year Total	949,435

Simkus Recreation Center	
YTD	2,467,759
Multi-Year Total	2,467,759

Trails / Paths/Parking Lots/Lighting	
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2020 Vehicle/Equipment Budget Balance	176,290
includes \$60,000 for new Bus	
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Veteran's Memorial @ Town Center	
YTD	37,112
Multi-Year Total	37,112