

To: Board of Commissioners

From: Sue Rini, Executive Director

Date: June 30, 2024

Discussion: Capital Improvement Plan –
Second Quarter 2024

Agenda Item# 6C

The following is an updated Capital Improvement Plan for the Second Quarter of 2024. Capital projects are separated into two main categories - Board's Priorities, and General Maintenance/Staff Suggestions/Repair & Replacement Needs.

The current Capital Improvement Plan is funded by earned revenue; this has been a long-time goal. As the Corporate and Recreation Funds reached their target balances, the Board gave authority for the first transfer of funds from the Corporate Fund to the Capital Fund. We will evaluate fund balances annually with the intention of making annual transfers to meet the bulk of our capital needs. Additionally, needs associated with paving/lighting for parking lots, pathways and trails will be primarily funded by the Paving & Lighting Tax Levy thereby removing most of the burden from the capital budget. Many capital projects are also supported by the Special Recreation Tax Levy which provides for the removal of barriers so that individuals with varying levels of ability may enjoy parks and recreation facilities and amenities. Staff will continue to seek additional funding for capital improvements through grants and alternative revenue sources.

The 2023 Community Needs Assessment provided strong support of the District from the Community. It reinforced the community's desire for the Park District to "take care of what we have" and continue to provide recreational opportunities and outdoor space. After reviewing the Community Needs Assessment, the Park Board took part in a prioritization exercise in January 2024 which resulted in the following ranking:

- Playground Replacements
- New 39 Passenger Bus
- Fountain View Recreation Center – Lower Locker Room Floors
- Pickleball at Armstrong Park
- Coral Cove Water Park Bucket Feature Painting
- Carpet/Flooring in Fitness Center
- Evergreen Shoreline Stabilization
- Simkus Recreation Center's Marquee
- Vehicle/Equipment Replacement

P R I O R I T Y - Board Recommended

Priority 1 - Playgrounds Replacement

Parks & Playgrounds:

All District playgrounds are inspected and evaluated regularly; recommendations for replacement are based on ‘actual’ condition. The District uses the 2020 Park Analysis Plan to guide replacement needs of its playgrounds.

The Plan includes suggested improvements and enhancements as well as estimated costs. As time passes, the District applies a cost of living increase to those cost estimates for budget purposes. The plan includes many suggestions that can be considered ‘a la carte’ amenities – in other words, the actual playground replacement plan will be adjusted based on capital funds available, grant opportunities, and special recreation funds. The plan creates a comprehensive roadmap for the District replacement needs with a goal of replacing one playground per year. Funding has yet to be secured for any playgrounds beyond 2025.

Walter Park renovation is completed, with 2% retainage of \$19,505.20 currently held; staff is verifying when this can be paid. The District received 50% of the \$400,000 OSLAD Grant in 2023; the remaining 50% is in the works to be collected. This project was funded with 2010 Referendum dollars and is no longer included in the picture below.

Appomattox Park was the next playground renovation scheduled, but will be moved to 2026 (See Pleasant Hill Park). A contract for \$18,500 is in place for landscape architecture and design, civil engineering, cost estimate, permitting, bidding and construction. This small park is not a candidate for an OSLAD grant, and staff has budgeted an all-in amount of \$196,000 for the project. Up to 25% of the overall cost can be funded through the Special Recreation, and a new development at Fair Oaks/Lies could contribute \$50,000 in Cash-in-Lieu funding by the time we renovate this playground.

Pleasant Hill Park is being added ahead of Appomattox Park to allow the District to work jointly with Pleasant Hill School District on the renovation through an OSLAD Grant. The grant will be applied for in September 2024, with the anticipation of award in early 2025. Initial project estimate is \$900,000 all-in, to be 50% funded by OSLAD, \$250,000 by Pleasant Hill School District and \$200,000 by the District using CIP, Cash-in-Lieu and Special Recreation funding.

Parks & Playgrounds			
2024 YTD			-
Encumbered	Appomattox Engineering		11,963
2024	Total per Park	Spec Rec 25%	CIP Amount
Pleasant Hill - 2025 [OSLAD]	200,000	50,000	150,000
Appomattox - 2026	196,000	43,750	152,250
Total			343,213

Priority 2 - 39 Passenger Bus

The District currently owes a 39 passenger bus with a handicapped lift. Originally purchased in 2012, the bus has provided transportation for the Senior/Adult Trips, the youth summer camp program, and even served as emergency transportation in cooperation with the local Fire Protection District. Now at the end of its useful life, replacement of this vehicle will cost \$250,000.

As a unique benefit that serves both our youth, adult, and senior populations, the Carol Stream Park Foundation Board plans to take on a fundraising effort to help purchase a new bus. The Carol Stream Park Foundation – the District 501c3 – is hoping to raise \$100,000. The replacement bus will also be outfitted with a wheelchair lift to ensure accessibility for individuals with physical restrictions. With this accommodation, up to 50% of the cost can be covered by the Special Recreation Tax Levy. Because of the limits of the Special Recreation Fund, the District must accumulate those taxes over the next two years. We will also trade-in the old vehicle to help. The District’s capital funds will be used to pay for whatever funds can’t be raised through the Foundation, or trade-in; we’ll ‘ earmark’ \$50,000 at this time.

39 Passenger Bus			
Budget/Estimate			50,000
Total			50,000

Priority 3 – Fountain View Recreation Center, Lower Locker Room Floors

Fountain View Recreation Center has one of the only indoor pools in the area. The flooring in the Aquatic Locker Rooms has seen a lot of usage and needs resurfacing. As of mid-June, staff has contracted with Consolidated Flooring through Sourcewell for \$71,050 to furnish/install new epoxy Dur-A-Chip flooring. The restoration of the floors will take place during the annual shutdown in late July and will coincide with the re-plastering of the indoor pool. This will limit the amount of time the pool/locker rooms are out of service to the community.

FV Lower Locker Room Floors			
2024 YTD			-
Encumbered			-
Contract - July			71,050
Total			71,050

Priority 4 - Armstrong Park Pickleball

The Community Needs Assessment sent a very clear message for the residents' desire for pickleball courts. The Pickleball Courts Project at Armstrong Park has been completed, with an unexpected \$50,000 Senate Initiative Grant, the Board directed staff to use the grant for this project. Staff is waiting on paperwork to submit for reimbursement.

Armstrong Pickleball			
2024 YTD			155,600
DCEO Senate Initiative Grant			(50,000)
Total			105,600

Priority 5 - Coral Cove Bucket Feature

Coral Cove Water Park underwent a \$2M+ renovation between Fall 2022 and Spring 2023, opening with all new mechanical and filtration systems. The renovation made significant 'behind the scene' improvements with only limited cosmetic changes. The large bucket play feature is one of the focal points of the water park and is several years beyond repainting. The system operates without any issues, so staff obtain a quote of \$38,050 - \$41,855 to resurface/repaint the feature. Funding has yet to be secured for this improvement.

Coral Cove Bucket Feature			
Budget/Estimate			41,855
Total			41,855

Priority 6 – Fountain View Fitness Center Carpet/Flooring

Similar to the Fountain View Recreation Center's lower locker room flooring replacement plans, this project will replace the carpeted area along the north/south corridor of the Fountain View Fitness Center. After 10 years of heavy usage, the carpet will be replaced with flooring to reduce shedding carpet fibers which impact fitness machine performance, and is much easier to maintain. While no definitive flooring has been selected, the price ranges from \$40,000 to \$85,000. Funding has yet to be secured for this improvement.

FV Fitness Flooring			
Budget/Estimate			85,000
Total			85,000

Priority 7 - Evergreen Shoreline Stabilization

Evergreen Lakes is owned by the Carol Stream Park District, but its primary purpose is for storm water management. It is connected via underground storm sewers to multiple other bodies of water in Carol Stream. Evergreen Lakes in addition to the other bodies of water are all managed by the Village of Carol Stream under the DuPage County Storm Water Commission. The lake’s ancillary use is for recreational fishing and non-motorized boating. Because of the regular rise and fall of the water levels, shoreline erosion has occurred. The District initiated a native planting shoreline project several years ago which slows erosion and protects the shoreline through its deep rooting system. We have contracted WBK Engineering to perform a complete assessment and evaluation of the shoreline to create a plan that will identify the order/priority of shoreline to be restored, as well as estimated costs for the project. Funding from Referendum R/R for the contract of \$5,220 will be used for engineering fees, but restoration work is not yet funded.

Evergreen Lakes Shoreline			
Budget/Estimate			N/A
Total			-

Priority 8 – Simkus Recreation Center Marquee

With a donation from the vendor reducing the cost by \$12,500, the District pushed the completion of this project to the current year. The Simkus Recreation Center Marquee replacement has been completed. Final payment is scheduled for July.

SRC Marquee			
2024 YTD			13,287
Encumbered			13,287
Total			26,573

Other Repair & Replacement Plans ~ Staff Recommendations

Paths/Trails/Parking Lots/Lighting

Pathways/Trails ranked as the most popular park district provided amenity during the 2023 Community Needs Assessment. The same has been true for the past several Community Assessments making funding very important. The Park District annual levies taxes for the purposes of Paving and Lighting improvements. Our extensive trail system and multiple public parking lots require several years to accumulate funding to support our needs therefore grant funding will be an important supplement to meet the replace and replacement plan for this category.

The **North Armstrong Park Parking Lot** has been completed; staff is working on receiving the clean water grant of \$40,395.67 (for use of permeable pavers). The final project payment of \$26,303 will be paid once the final invoice is received from the Village. This project was funded with 2010 Referendum dollars and is no longer included in the picture below.

We budgeted to share the cost of a **pathway improvement near Spring Trails Elementary School**; we would only address the section of pathway on our property. We have budgeted \$55,000 for this project. After repeated attempts to move forward on this project, we have received no response from U46 District offices. This project is currently on hold.

Future funding of Paths/Trails/Parking Lots/Lighting will be done through the Paving & Lighting Tax Levy and grant funding, *therefore projects will be shown here for information only*. We will continue to prioritize projects based on need.

Trails/Paths/ Lots/Lighting*	Funded thru P/L Levy	
Budget/Estimate		85,000
Spring Trail Path	55,000	
Armstrong Lot Reseal/Stripe	30,000	
Total		85,000

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.

Benjamin School District is preparing to **replace the flooring in the shared gymnasium** in 2024-2025. The final bid for the floor was \$119,500, making the District’s cost \$59,750. While this project came in well under budget, there has been a new issue with the masonry work on the outside of the gym building. The repair work bid came in at \$49,600; our share of the cost will be \$24,800. These two combined repairs will be \$84,550 which is slightly below what we budgeted for the flooring only. Work will be completed over the summer and winter breaks.

Evergreen Gymnasium			
2024-2025 Evergreen Gym Budget			84,550
EG Flooring 50%		59,750	
EG Masonry 50%		24,800	
Total			84,550

Vehicles and Capital Equipment

The **Fleet Replacement Schedule** is reviewed annually. When practical, replacements are deferred until necessary. Plans are also affected by the State’s release of public bid values for fleet vehicles. The program saves significant money and typically justifies delaying purchase unless it becomes an emergency situation. The latest fleet replacement plan is listed below and does not account for any savings brought about through trade-in value of current equipment/vehicles:

No vehicles were scheduled to be purchased in 2024, however a John Deere tractor was replaced in lieu of repair due to cost.

Next on the list for purchase in 2025 is a bunker rake and a small gator. For 2027/2028, replacements for two F250 pickup trucks to replace two 2012 pickup trucks will take place. Vehicle purchases are ranked lower on the priority list, and therefore purchases will be based on condition and availability of funding.

Vehicles/Equipment			
2024 YTD			-
Encumbered	JD Tractor 5050E		21,902
2025 Bunker Rake			20,000.00
2025 Small Gator			12,000.00
2027 F250 Pickup #1 (replacing 2012 Pickup)			57,500.00
2028 F250 Pickup #2 (replacing 2012 Pickup)			57,500.00
Total			168,902

Summary

The Capital Improvement Plan is fluid. It will adjust to accommodate the unexpected; project budgets may need to be reduced, increased, or put on hold.

We will spend the remaining Referendum/Grant dollars in 2024. This Plan shows how we will spend our new Capital Improvement Fund dollars, sourced from Operational Fund transfers.

Based on the values/estimates above, and assuming awarded grants/donations are received, there is a **current funding shortfall of (\$370,348.20)** for projects and vehicles *through 2028*.

Projects for 2024 are currently fully funded.

Our future funding plans* will drive how and when we can accomplish any unfunded projects.

~~~

As we revamp our CIP Plan, we look toward ‘taking care of what we have’ by funding capital improvements primarily through Operational Fund transfers. We frequently review year end projections in order to anticipate future funding, which will allow us to schedule CIP projects each year.

### \*Funding Plans include:

- Seek grant opportunities and other alternative revenue resources
- Use unbudgeted earnings on investments (at year end)
- Use unbudgeted Personal Property Replacement Taxes (at year end)
- Make transfers from Operating Funds whose balances are over target balances (at year end)
- Work with the Carol Stream Parks Foundation on funding campaigns for various CIP Projects