

**To:** Board of Commissioners

**From:** Sue Rini, Executive Director

**Date:** May 13, 2024

**Discussion:** Capital Improvement Plan –  
First Quarter 2024

**Agenda Item# 7C**

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The following is an updated Capital Improvement Plan for the First 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 to 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 contracted with Wight & Company to prepare a Park Analysis Plan for the long-term 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 currently underway, with expected completion by early June of 2024. The District was successful in being awarded a \$400,000 OSLAD Grant which will cover half of this \$800,000 project. Installation of an artificial turf surface throughout the play structure area makes this playground fully accessible for individuals with varying physical limitations. An estimated \$200,000 will be funded through the Special Recreation Fund, bringing the capital dollars needed for this project to \$200,000. A grand opening of the Park will be scheduled following its completion.

**Appomattox Park** will be the next playground renovation and is scheduled for 2025. A contract for \$18,500 is in place for landscape architecture and design, civil engineering, cost estimate, permitting, bidding and construction. This small park will not be 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 Fund.

| Playgrounds & Parks     |          |                |                  |
|-------------------------|----------|----------------|------------------|
| 2010-2023               |          |                | 1,633,604        |
| 2024 YTD                |          |                | 75,608           |
| Encumbered              |          |                | 620,023          |
|                         |          |                |                  |
|                         | 2024     | Total per Park | Spec Rec 25%     |
|                         |          | CIP Amount     |                  |
| Walter                  | 945,000  | 200,000        | 745,000          |
|                         | 2025     | Total per Park | Spec Rec 25%     |
|                         |          | CIP Amount     |                  |
| Appomattox              | 196,000  | 43,750         | 131,250          |
| Encumbered              | (21,000) |                |                  |
| 2024-2025 Total         |          |                | 826,881          |
| <b>Multi-Year Total</b> |          |                | <b>2,465,086</b> |

### Priority 2 - 39 Passenger Bus

The District currently owns 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 has taken 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        |
|                  |  |  |               |
| <b>Total</b>     |  |  | <b>50,000</b> |

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

Fountain View Recreation Center just celebrated its 10-year anniversary, and continues to serve as a symbol of pride to the Park District and community. Usage continues to grow, therefore the upkeep and maintenance of this important facility remains a priority.

As 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. Staff has solicited several pricing estimates and currently preparing a bid packet for release in May. 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 |  |  |               |
|-----------------------------|--|--|---------------|
| Budget/Estimate             |  |  | 69,000        |
|                             |  |  |               |
| <b>Total</b>                |  |  | <b>69,000</b> |

#### Priority 4 - Armstrong Park Pickleball

Pickleball is the fastest growing sport in the nation, and Carol Stream residents made it very clear in Community Needs Assessment that they want outdoor pickleball courts in Carol Stream. Shortly after the release of that report, the District was notified of a DCEO Senate Initiative Grant in the amount of \$50,000. The District is repurposing an old in-line skating area (eliminating the need to add lights and fencing) and through a Government Cooperative will be able to repurpose the area into a 6-court pickleball area for \$155,600. The Board approved the purchase, and work is scheduled to begin the first week of May, with completion by Memorial Day.

| Armstrong Pickleball |  |  |                |
|----------------------|--|--|----------------|
| 2024 YTD             |  |  | -              |
| Encumbered           |  |  | 155,600        |
| <b>Total</b>         |  |  | <b>155,600</b> |

#### 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 obtained 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        |
|                           |  |  |               |
| <b>Total</b>              |  |  | <b>41,855</b> |

#### 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        |
|                     |  |  |               |
| <b>Total</b>        |  |  | <b>85,000</b> |

**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 has yet to be secured for any restoration work.

| Evergreen Lakes Shoreline |  |  |     |
|---------------------------|--|--|-----|
| Budget/Estimate           |  |  | N/A |
|                           |  |  |     |
| <b>Total</b>              |  |  | -   |

**Priority 8 – Simkus Recreation Center Marquee**

The Simkus Recreation Center Marquee sits at the corner of County Farm and Lies Roads along a residential roadway with a stop light making it an easy marketing tool. Residents often site this marquee when explaining how they heard about an event. Full marquee replacement is scheduled late spring 2024.

| SRC Marquee  |  |  |               |
|--------------|--|--|---------------|
| 2024 YTD     |  |  | 13,287        |
| Encumbered   |  |  | 13,287        |
| <b>Total</b> |  |  | <b>26,573</b> |

## 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 annually 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 planned for several years and will utilize \$115,605.33 in capital funds; a clean water grant of \$40,395.67 (for use of permeable pavers), and an estimated \$29,000 of Special Recreation dollars to cover the cost of accessibility improvements. The project has been coordinated with the Village project for shoreline restoration that runs adjacent to Armstrong Park. A bid of \$185,000 was approved by the Board. Work will be completed this summer/fall.

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 primarily funded through the Paving & Lighting Tax Levy, and grant funding. We will continue to prioritize projects based on need.

| Paths / Trails / Parking Lots / Lighting   |                |  |                      |
|--|----------------|--|----------------------|
| Current YTD                                |                |  | \$ -                 |
| Encumbered                                 |                |  | \$ 156,000.00        |
| Capital \$ from Pavers Grant-Arm North Lot |                |  | \$ 40,395.67         |
| Special Recreation \$                      |                |  | \$ 29,000.00         |
| DuPage Cty Pavers Grant-Arm North Lot      | \$ (40,395.67) |  |                      |
| Budget/Estimate Spring Trail Path          |                |  | \$ 55,000.00         |
| <b>Total</b>                               |                |  | <b>\$ 280,395.67</b> |

## 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 initial cost estimate was for up to \$176,000, so we have set aside \$86,000. The actual bid for the floor came in at \$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                |  |  |                     |
|------------------------------------|--|--|---------------------|
| Current YTD                        |  |  | \$ -                |
| Encumbered                         |  |  | \$ -                |
|                                    |  |  |                     |
| Evergreen Gym Flooring 50% '24-'25 |  |  | \$ 86,000.00        |
| <b>Multi-Year Total</b>            |  |  | <b>\$ 86,000.00</b> |

## 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 are being purchased in 2024. An F150 pickup truck ordered in April 2023 to replace a 2010 F150 and was delivered in March 2024. The purchase price was \$45,385, against the original budget of \$37,500 which will be offset by the sale/auction of the 2010 F150.

Next on the list (2025/26) for purchase is a F250 pickup to replace a 2012 truck, and a bunker rake. After those purchases, replacements of a second F250 pickup truck and a large gator (2027/28) 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                     |  |  |                      |
|--|--|--|----------------------|
| Current YTD                            |  |  | \$ 45,385.00         |
| Encumbered                             |  |  | \$ -                 |
| 2025-2028 Budget/Estimate              |  |  | <b>CIP Amount</b>    |
| Bunker Rake                            |  |  | 20,000.00            |
| F250 Pickup #1 (replacing 2012 Pickup) |  |  | 57,500.00            |
| Large Gator                            |  |  | 18,500.00            |
| F250 Pickup #2 (replacing 2012 Pickup) |  |  | 57,500.00            |
| <b>Total</b>                           |  |  | <b>\$ 198,885.00</b> |

## 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 and have started to use 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 overage of \$161,626** for projects and vehicles through 2028. In other words, projects are estimated to be funded through 2028 without unexpected needs.

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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