

Board Memo

To: Board of Commissioners

From: Jim Reuter, Executive Director

Date: April 23, 2018

Re: Capital Improvement Notes/Narrative – Financials as of **March 31, 2018**

This narrative and the accompanying spreadsheet provides an overview of the District's Capital Improvement Plan as reconciled against the March 31, 2018 financials.

It is provided to explain what money has been spent, what funds are committed, and what funds remain for future projects.

1. Elk Trail Recreation Center:

Kluber Architects & Engineers prepared a comprehensive Assessment and Deferred Maintenance Plan for Elk Trail Recreation Center. A formal property appraisal was also prepared by Valuation Compliance, Inc. A taskforce comprised of staff and a Board representative are gathering information for presentation to the entire Park Board to use in a discussion about the future of this facility. The next task force meeting is scheduled for April 26, 2018.

Elk Trail Recreation Center	
2010-2017	44,389
2018 YTD & Encumbered	1,600
Multi-Year Total	45,989

2. Armstrong Park:

Armstrong Park’s renovation is complete. Several projects are being recommended to the Board for consideration. Staff identified the north parking lot (nearest Kids World playground) for a complete renovation. Board will be asked to consider a paver lot or other water retention options (County’s Klein Creek Master Plan) in lieu of asphalt with grant funds potentially offsetting the higher cost. Funds are still set aside for possible removal of the Tot Lot for replacement with a fabric shade structure. In response to community feedback, staff has obtained an engineering proposal for improving the Armstrong Park Sled Hill. No cost estimate for the actual improvement yet has yet been solicited; **there has been no funding set aside for this project.**

Armstrong Park	
2010-17	2,093,559
2018 YTD & Encumbered	-
Proposed- Estimates Only:	
Armstrong North Parking Lot	75,000
Tot Lot Removal/Fabric Shade Structure Added (HOLD)	15,000
Armstrong Park Sled Hill Engineering (HOLD)	6,800
Armstrong Park Sled Hill Enhancement	?

3. Simkus Recreation Center:

Staff continues to follow the Board’s direction to make aesthetic improvements that improve revenue production, operating cost reduction, and customer perception.

Current under way are the improvements to SRC Kitchen. This will benefit in-house concession sales, maintain a kitchen space for rentals and special events at SRC, and provide alternate space for voice/music lessons. The project includes converting the old “Kids Nursery” to a multi-function room-lounge/concession seating area. Dutch-doors have been installed between the kitchen and lounge area, and the old commercial ventilation hood have been removed.

Proposed Projects include:

- Installation of north perimeter landscaping plan – phase I
- Staff is conducting a comprehensive assessment of storage areas (what is being stored, are we using space efficiently). This will help us determine if conversion of any locker room space is feasible, or if it will have a negative impact on programming.
- Explore costs for converting unused SRC locker room area to storage space. The Engineering & Design proposal would be \$10,050; it will produce an estimated budget for the actual conversion. **There has been no funding set aside for the actual locker room conversion.**

Simkus Recreation Center	
2010-17	2,425,026
2018 YTD & Encumbered	4,411
Balance of SRC Kitchen Remodel (\$20k Total Budget)	15,589
Proposed- Estimates Only:	
North Perimeter Landscaping - Phase I	15,000
SRC Locker Room to Storage-Design & Engineering	10,050
SRC Locker Room Conversion - UNKNOWN	?
Multi-Year Total	2,470,076

4. Coral Cove:

While investigating a leak in the gutter of the main pool, contractors identified additional plumbing issues which totaled \$30,000 at the end of 2017. We are also aware of additional repairs for a crack under the main pool liner, and cracked cement/deck repair that will need to be repaired. The gutter leak identified at the end of the year is now a cracked gutter system that will require replacement (not just repair). Staff is obtaining a quote for that work. If the replacement exceeds The \$30,000 placeholder value, funding would be shifted from unassigned funds, other projects, or capital repair & replacement.

Replacement: Coral Cove

2018 brought a significant gutter report and it is anticipated that a full gutter repair in the zero-depth portion of the pool will have to take place prior to the 2019 season. Inlets in the main tank we're repaired prior to the 2018 season which were suspected of leaking. All of the chemical controllers were replaced which were outdated and now seem to be controlling and reading the chemical levels properly. The main pool pump was suspected of being at the end of its life and a quote was obtained to replace it, however further research discovered that it was actually a seal that needed to be replaced at a much lower cost.

Coral Cove Water Park & CONCESSIONS	
2010-2017	988,753
2018 YTD & Encumbered	10,650
Proposed:	
Main Pool Gutter Replacement- PLACEHOLDER ONLY	30,000
Multi-Year Total	1,029,403

5. Trails/Paths/Parking Lots/Lighting:

Work completed through 2017 totaled \$596,768. Staff obtained a cost estimate of \$235,755 for future repaving of 5,000 feet of 8-foot wide bituminous trail around Mitchell Lake; the estimate includes engineering design plans, contract specification and pavement cores, construction management bidding, permitting, and site inspections. The project would be planned to align with a future Pathway Grant which could fund up to 80% of the cost. **There has been no funding set aside at this time for this project.**

Trails / Paths/Parking Lots/Lighting	
2010-2016	596,768
Mitchel Lakes Trail Reconstruction - Est \$235,755 is not currently funded	
Multi-Year Total	596,768

6. Parks & Playgrounds

Playground & Parks improvements through 2017 totaled \$1,084,380.

- A. **Pleasant Hill:** Staff has met with the School District regarding the south pathway. They have confirmed that they will equally share in the cost to replace it. The District’s all-inclusive portion of the cost is \$34,935. Funds can be shifted to accommodate this project.
- B. **Weeks Park / East:** This site received some minor improvements and will remain as a neighborhood park. Any future improvements would funded by a shift in contingency funds.
- C. **Veteran’s Memorial Plaza at Town Center:** District has contracted Studio Bloom for ‘shovel-ready’ plans for the Veteran’s Memorial project which has been moved to the Town Center. Staff is working with the Carol Stream Parks Foundation, the VFW, the American Legion and the Memorial Plaza Task Force to raise funds for this project.
- D. **Community Park:** This park will be a good candidate for a future Community Development Block Grant (CDBG). \$100,000 is currently being held for this project; a CDBG grant would bring the total to \$200,000. Under the existing intergovernmental agreement the Park District maintains the washrooms and park area. The Village has asked the District to mark the areas it wants to acquire; Board is currently scheduled to survey the park on April 30, 2018. **Any additional funding would need to be transferred from other projects, or contingency.**
- E. **Carolshire Park:** The District gathered input from surrounding residents. The total estimated budget for the project is \$400,000. The District has been awarded a \$200,000 CDBG grant. Cash-in-Lieu funds of \$85,807, and \$72,000 from Special Recreation would reduce the District’s portion of the project to \$42,193. We have earmarked \$45,000 to complete the park.

Greenberg Farrow has been contracted to create concept designs, engineering estimates, and assist with grant application. The design includes ADA accessible features which allows some funding through Special Recreation.

- F. **Cambridge Park:** The rubber tiles surrounding the play structure need replacement. Staff is obtaining a quote to remove and reinstall a new rubber tile surface. \$20,000 has been earmarked for this project while we await a formal quote.

- G. **Friendship Park:** Over the years, termite damage and general deterioration have caused several features to be removed. Installation of an additional feature is underway.

Playgrounds & Parks (include Carolshire, Community, Memorial Plaza, Horizon, etc.)	
2010-2017	1,084,380
2018 YTD & Encumbered	33,291
<i>Carolshire Park</i>	<i>Friendship</i>
<i>Veteran's Memorial Plaza @ Town Center</i>	
Carolshire Park Balance	45,000
* Budget Est \$400,000; other funding totals \$357,807	
Cash-In-Lieu Funds	85,807
Possible Special Rec Funding	72,000
CDBG	200,000
Proposed:	
Cambridge Playground-Rubber Tile Rplcmnt - PLACEHOLDER ONLY	20,000
Pleasant Hill Path Removal	34,935
Community Park	100,000
*Potential CDBG Grant Match	100,000
Multi-Year Total	1,317,606

7. **Land/Shoreline Restoration:**

Bedrock Construction completed a project to improve and stabilize the shoreline area surrounding the bridge at Veterans Park, additional work was done to second area of Mitchell Lake. Staff is assessing other areas for future improvement

Land / Shoreline Restoration	
2010-2017	1,646,571
2018 YTD & Encumbered	-
<i>Unassigned for Future Shoreline Repairs</i>	<i>16,150</i>
Multi-Year Total	1,662,721

8. **FVRC:** Staff has addressed the functionality of the geothermal system through the services of E-Cube who has been contracted to evaluate the entire system, investigate a possible well leak and eventually balance and recommission the system. Tri-County was hired to detect and repair the leak in the well. One well was isolated as part of that investigation. Estimates of the work completed and still to be completed may run close to \$200,000.

Staff is looking into for more cost effective solutions to the ongoing conversion to LED with the lighting over the indoor pool. A possible conversion of the existing fixtures and an analysis of the existing cables is being driven by staff.

FVRC Recreation Center	
2010-2017	21,553,858
2018 YTD & Encumbered	29,967
<i>E-Cube, Tri-County</i>	
Proposed:	
Geothermal Future - ROUGH PLACEHOLDER ONLY	200,000
Indoor Pool Area Lighting-PLACE HOLDER ONLY	50,000
Multi-Year Total	21,833,825

9. McCaslin:

Costs to bring concession operations in-house at McCaslin represent \$59,437 of the 2017 expenses. While the County has approved a variance to accommodate installation of an electronic sign along North Avenue, the project is on hold. There is no funding set aside for the sign at this time; staff will return to the Board for direction on whether or not to move forward.

McCaslin Park & CONCESSIONS	
2010-2017	5,360,180
2018 YTD & Encumbered	6,107
Multi-Year Total	5,366,287

10. Coyote Crossing Mini Golf:

The putting greens were replaced in 2017; the party room has been converted to a secure concession storage area, and some minor improvements were made to accommodate our in-house concession sales. Staff is seeking options for replacing the shade cover over the outdoor eating/picnic area. **There have been no funds set aside for the shade structure; it is currently being classified as an operational expenditure.**

Coyote Crossing Mini Golf	
2010-2017	45,684
2018 YTD	0
Multi-Year Total	45,684

12. Equipment/Vehicles:

The fleet replacement schedule is reviewed annually, and will now be funded through the Capital Repair & Replacement Fund.

Equipment/Vehicles	
2010-2017	221,033
<i>*Now funded through Capital Repair & Replacement Fund (42-11)</i>	
Multi-Year Total	221,033

13. PMO (Project Management Office)

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

PMO	
2010-2017	949,435
Multi-Year Total	949,435

14. CIP Admin:

A portion of staff salaries (of those involved in capital project management) were charged to this line item between 2010 -2015.

CIP Admin	
2010-2017	708,963
Multi-Year Total	708,963

15. Legal:

The total cost for legal fees paid for the claim was \$114,047. The unused balance of transferred funds will be returned to contingency.

Legal Fees	
2014-17 YTD	114,047
Multi-Year Total	114,047

Based on the Year-to-Date expenses, encumbrances and the “proposed” plans outlined above, there is a balance of \$146,772 in unassigned funds. There is also a balance of \$1,318,658 in the CAPITAL REPAIR & REPLACEMENT FUND.



Capital Improvement Plan

Using Financials Ending: March 31, 2018

RUNNING ESTIMATES OF COSTS													TOTALS			
	Dog Park	Elk Trail	Coyote Crossing Mini Golf	PMO	Parks & Playgrounds (includes Memorial Plaza)	Land & Shoreline	Armstrong Park	Simkus Rec Center	Coral Cove Water Park & CONCESSIONS	Trails/Paths/ Parking Lots & Lighting	Equipment & Vehicles	Fountain View Rec Center	McCaslin Park & CONCESSIONS	CIP Admin	Legal Fees	
2010 Total	2,399		2,009	212,096	346,785	4,938	1,327	8,429			33,314	205,237	25,750	110,110		952,293
2011 Total	109,617			320,576	237,803	1,609,777	3,965		7,900	146,223	30,564	956,442	1,086,603	167,199		4,662,769
2012 TOTAL	0			285,700	(4,188)	0	50,658	7,900	7,900	289,027	49,560	9,787,436	2,734,873	147,030		13,355,896
2013 TOTAL				116,000	125,478	0	35,470	65,162	250,038	0	36,001	10,119,848	519,653	156,535		11,424,185
2014 TOTAL		18,712		15,063	8,605	0	509,389	1,382,913	445,736	161,619	46,291	413,556	878,944	81,877		3,996,157
2015 TOTAL	0	19,888	17,097	0	184,529	0	378,929	168,155	24,889	0	25,303	31,157	9,989	46,212	53,039	940,914
2016 TOTAL	0	5,789	26,578	0	164,342	11,600	926,418	394,187	26,123	0	0	18,932	37,330	0	8,844	1,624,761
2017 TOTAL		1,600			13,406	20,256	187,403	398,280	234,067	0	0	21,250	67,038	0	0	981,687
March					13,406			2,562				10,482	6,107			34,157
April					19,885			1,849	10,650							30,535
May		4,650			Encumbered^			Encumbered^	30,000			19,485				25,984
June		Encumbered^			16,150			Encumbered^	Proposed ^			Encumbered^				46,150
July					45,000	Unassigned^	96,800	15,589	Proposed ^			250,000				407,389
Aug					Carolshire Ball^		Proposed ^	Kitchen Ball^				Proposed ^				0
Sept																0
Oct																0
Nov					154,935			Proposed ^								25,050
Dec					Proposed ^			Proposed ^								154,935
2018 TOTAL	0	6,250	0	0	233,226	16,150	96,800	45,050	40,650	0	0	279,967	6,107	0	0	724,200
PROJECT TOTAL	106,016	50,639	45,684	949,435	1,317,606	1,662,721	2,190,359	2,470,076	1,029,403	596,768	221,033	21,833,825	5,366,287	708,963	114,047	38,662,862

REVENUE (Referendum Bond Proceeds / Grants / Donations / Reimbursements)

Bonds	Amount	Date	\$ Received	Due to CSPD	Capital R&R Fund	Grant Change Explanation
October 2010E Bond Issue Proceeds:						
December 2011B Bond Issue Proceeds (Fund 42-71)	7,500		7,500			
March 2013 Bond Issue Proceeds (Fund 42-73)						
March 2013 Bond Issue Proceeds (Fund 42-74)						
TOTAL BOND PROCEEDS TO DATE:						
Grants						
Charging Station - Manufacturer's Rebate	7,500					Rebate for Electric Vehicle Charging Stations 12-16-14
PARC Grant					1,000,000	
Rotary of Carol Stream	2,000,000		1,000,000			Reimbursement Grant; 1st payment on 12-20-13; 2nd payment on 12-16-14
Senate Member Initiative Grant (McCaslin Concession)	5,000	06/07/12	5,000			
Clean Energy Grant/LEED Rec Center (showing minimum)	100,000	12/13/13	100,000			Total Donation Received
	190,000	06/05/12	190,000			First Installment Received; Balance of \$75,000 rcvd 3-18-14
County Grant (Clean Water Grant)	117,000	12/20/12	117,133			Rcvd \$50,000 E-5-12; Additional \$140,000 3-17-15 to 42-00
DECO Grant (Lighting @ Underpass & McCaslin) Senate Member Initiative	50,000	12/27/12	50,000			Parking lot pavers; \$27,200 rcvd 12-20-12; \$89,933.40 received 12-17-13
OSIAD Grant - McCaslin Phase II	388,000				388,000	Total Grant Received \$12,500 7-11-12; \$37,500 12-27-12
Special Recreation Fund Contribution (will reimburse Capital fund in account 42-00)	700,000	12/31/15	700,000			Received; future Weber Turf Replacement
DECO Grant (Lighting @ Armstrong Park)	7,000					\$200,000 final reimbursement Nov 2015 to Capital 42-00
DECO						
YTD Interest Earned on Capital R&R Fund Balance	7,739	12/09/16			7,739.20	
Submitted Grants					10,507.00	
SRC - Accessible Entrance / CDBG						
Carrollshire Park - CDBG *PENDING FORMAL APPROVAL ON 1/2/18*	50,000					
Total Grants / Donations / Reimbursements Expected	3,622,239		2,169,633	0	1,406,246	
TOTAL GRANTS / DONATIONS TO DATE:			2,169,633			
TOTAL PROCEEDS AVAILABLE TO DATE:						2,169,633

EXPENDITURES (YTD - Budgeted - Encumbered)

Actual 2010	
Actual 2011	952,293
Actual 2012	4,662,769
Actual 2013	13,355,896
Budgeted / Encumbered 2014	11,424,185
Budgeted 2015	3,996,157
Budgeted 2016	940,914
Budgeted 2017	1,624,761
Budgeted 2018	981,687
TOTAL Projected Spending through 2017	724,200
	38,662,862

Funding:	
Net Bond Proceeds	36,640,000
Grants Applied to CIP Program	2,169,633
Total Proceeds	38,809,633
Expenditures	
Total of YTD & Budgeted Projects through 2018:	38,662,862
Current Total of Unassigned Funds	\$ 146,772

- - DETAIL - -

Armstrong Park	
2010-17	2,093,559
2018 YTD & Encumbered	
Proposed - Estimates Only:	
Armstrong North Parking Lot	75,000
Tot Lot Removal/Fabric Shade Structure Added (HOLD)	15,000
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Armstrong Park Sled Hill Enhancement	?
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Multi-Year Total	709,963
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Dug Park	
2010-2016	106,016

Trails / Paths/Parking Lots/Lighting	
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