



# Board Memo

**To:** Board of Commissioners

**From:** Jim Reuter, Executive Director

**Date:** August 13, 2018

**Re:** Capital Improvement Notes/Narrative – Financials as of **June 30, 2018**

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This narrative and the accompanying spreadsheet provides an overview of the District's Capital Improvement Plan as reconciled against the June 30, 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.

Elk Trail Recreation Center	
2010-2017	44,389
2018 YTD & Encumbered	1,600
Deferred Maintenance Analysis Completed	
<b>Multi-Year Total</b>	<b>45,989</b>

**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 is working on plans to improve the Armstrong Park Sled Hill.

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	?
<b>Multi-Year Total</b>	<b>2,190,359</b>

**3. Simkus Recreation Center:**

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

Improvements to SRC Kitchen and adjoining room are complete. 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.

Proposed Future Projects include:

- Installation of north perimeter landscaping plan – phase I
- Explore costs for converting unused SRC locker room area to storage space.
- Gymnastics Floor/Carpet (Estimated \$10,000).
- Gymnastics Pit (Estimated \$25,000).

<b>Simkus Recreation Center</b>	
2010-17	2,425,026
2018 YTD & Encumbered	12,956
Balance of SRC Kitchen Remodel (\$20k Total Budget)	7,044
<b>Proposed- Estimates Only:</b>	
North Perimeter Landscaping - Phase I	15,000
SRC Locker Room to Storage-Design & Engineering	10,050
SRC Locker Room Conversion - UNKNOWN	?
<b>Multi-Year Total</b>	<b>2,470,076</b>

#### 4. Coral Cove:

2018 identified gutter issues. Staff anticipates that a full gutter repair in the zero-depth portion of the pool will have to take place prior to the 2019 season.

Tentative Improvements:

- Kids Play area liner
- Re-surfacing of water tower steps
- Drop Slide Stairs/Tower
- CCWP Deferred Maintenance Plan (Estimated \$15,000).

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

#### 5. Trails/Paths/Parking Lots/Lighting:

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. Staff will look for grant opportunities.

**The south pathway near Pleasant Hill School is underway.** Staff worked with the School District regarding the south pathway; the cost will be shared between the Park District and School District. The District's all-inclusive portion of the cost is \$34,935. \_\_\_\_\_ . Funds have been shifted to accommodate 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

- A. **Veteran's Memorial Plaza at 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.
- B. **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 District has proposed to the Village the areas it wants to acquire; Village Board is being presented with the proposed plan. Next steps include a formal survey of the property, conveyance of property, phase 1 environmental study, acquisition of community input. We want to be prepared for any future OSLAD/CDBG cycle that may open. Any additional funding would need to be transferred from other projects, or contingency.
- C. **Carolshire Park:** The District gathered input from surrounding residents. The total estimated budget for the project is \$400,000 and includes ADA accessible features which qualify for funding through the Special Recreation budget. 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.
- D. **Cambridge Park:** The rubber tiles surrounding the play structure has been replaced by staff.

Playgrounds & Parks (include Carolshire, Community, Memorial Plaza, Horizon, etc.)	
2010-2017	1,084,380
2018 YTD & Encumbered	44,491
<i>Carolshire Park</i>	
<i>Veteran's Memorial Plaza @ Town Center</i>	
<b>Carolshire Park Balance</b>	<b>45,000</b>
* Budget Est \$400,000; other funding totals \$357,807	
Cash-In-Lieu Funds	85,807
Possible Special Rec Funding	72,000
CDBG	200,000
<b>Proposed:</b>	
Cambridge Playground-Rubber Tile Rplcmnt - PLACEHOLDER ONLY	20,000
Pleasant Hill Path Removal	34,985
<b>Community Park</b>	<b>100,000</b>
*Potential CDBG Grant Match	100,000
<b>Multi-Year Total</b>	<b>1,328,806</b>

**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 (Simkus Pond – getting quote).

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

- 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. Work continues; the geothermal system is now fully operational. Consultant has some tweaks in preparation for formal recommissioning. Total cost likely not to exceed another \$52,000.

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. Rebates may provide significant funding.

Consultants provided a \$660,000 improvement/repair for the FVRC Roof. Phase I repairs totaled \$113,000 and covered the most critical repair. Phase II is also considered very important to maintain the integrity and life of the roof; estimated at \$165,000.

FVRC Recreation Center	
2010-2017	21,553,858
2018 YTD & Encumbered	47,683
<i>E-Cube, Tri-County</i>	
<b>Proposed:</b>	
Bal. of Geothermal from \$200,000 -ROUGH PLACEHOLDER	152,317
Indoor Pool Area Lighting-PLACE HOLDER ONLY	50,000
<b>Multi-Year Total</b>	<b>21,803,858</b>

**9. McCaslin:**

YTD expenses include the design services for a future storage garage near the hub; the project has been halted until further direction from the Board.

McCaslin Park & CONCESSIONS	
2010-2017	5,360,180
2018 YTD & Encumbered	6,107
<i>Design Plans for Garage/HOLD</i>	<i>New Freezer</i>
<b>Multi-Year Total</b>	<b>5,366,287</b>

**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.

Coyote Crossing Minigolf	
2010-2017	45,684
2018 YTD	0
<b>Multi-Year Total</b>	<b>45,684</b>

**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
*Now funded through Capital Repair & Replacement Fund (42-11)	
<b>Multi-Year Total</b>	<b>221,033</b>

**13. PMO (Project Management Office)**

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

PMO	
2010-2017	949,435
<b>Multi-Year Total</b>	<b>949,435</b>

**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
<b>Multi-Year Total</b>	<b>708,963</b>

**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.

<b>Legal Fees</b>	
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 \$170,189 in unassigned funds. There is also a balance of \$1,309,168 in the CAPITAL REPAIR & REPLACEMENT FUND.**

### Capital Improvement Plan

Using Financials Ending: June 30, 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			212,096	346,785	4,938	1,327	8,429		(101)	33,314	205,237	25,750	110,110		952,293
2011 Total	103,617		2,009	320,576	237,803	1,609,777	3,965			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	2,794,873	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		11,424,183
2014 TOTAL				15,063	8,005	0	509,389	1,382,913	445,736	161,619	46,291	413,556	878,944	81,877		3,996,157
2015 TOTAL	0	18,712	17,097	0	184,529	11,600	378,929	168,155	24,889	0	25,303	31,157	9,989	46,212	53,039	940,314
2016 TOTAL	0	19,888	17,097	0	164,342	20,256	926,418	394,187	26,123	0	0	18,932	37,330	0	8,844	1,624,761
2017 TOTAL	0	5,789	26,578	0	21,026	20,256	187,403	396,280	234,067	0	0	21,290	67,038	0	0	981,687
March																
April																
May																
June		1,600						12,320	10,650			22,456	6,107			0
July							96,800	636								
Aug					26,695		Proposed ^	Encumbered^								
Sept					17,796											
Oct					Encumbered^											
Nov					154,935			Kitchen Bal^				25,227				
Dec					Proposed ^	16,150		Proposed ^	30,000			Encumbered^				
2018 TOTAL	0	1,600	0	0	199,426	16,150	96,800	45,050	40,650	0	0	250,000	6,107	0	0	428,452
January																
February																
March					45,000											
April					Carolshire Bal^											
May																
June																
July																
August																
September																
October																
November																
December																
2019 TOTAL					45,000											
PROJECT TOTAL	106,016	45,989	45,664	949,435	1,328,806	1,662,721	2,190,358	2,470,076	1,029,403	596,768	221,033	21,803,858	5,366,287	708,963	114,047	38,639,445



**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: (Fund 42-71)	7,500		7,500			
December 2011B Bond Issue Proceeds: (Fund 42-73)						
March 2013 Bond Issue Proceeds: (Fund 42-74)						
<b>TOTAL BOND PROCEEDS TO DATE:</b>						
<b>36,640,000</b>						
<b>Grants</b>						
Charging Station - Manufacturer's Rebate	2,000,000		1,000,000		1,000,000	Rebate for Electric Vehicle Charging Stations
PARC Grant	5,000	06/07/12	5,000			Reimbursement Grant: 1st payment on 12-20-13; 2nd payment on 12-16-14
Rotary of Carol Stream	100,000	12/13/13	100,000			Total Donation Received
Senate Member Initiative Grant (McCaslin Concession)	190,000	06/05/12	190,000			First Installment Received; Balance of \$75,000 rovd 3-1-18-14
Clean Energy Grant/LEED Rec Center (showing minimum)	117,000	12/20/12	117,133			Rovd \$50,000 6-5-12; Additional \$140,000 3-17-15 to 42-00
County Grant (Clean Water Grant)	50,000	12/27/12	50,000			Parking lot pavers; \$27,200 rec'd 12-20-12; \$89,933.40 received 12-17-13
DECO Grant (Lighting @ Underpass & McCaslin) Senate Member Initiative	388,000	12/27/12			388,000	Total Grant Received \$12,500 7-11-12; \$37,500 12-27-12
OSIAD Grant - McCaslin Phase II	700,000	12/31/15	700,000			Received; future Weber Turf Replacement
Special Recreation Fund Contribution (will reimburse Capital fund in account 42-00)	7,000	12/01/16				\$200,000 final reimbursement Nov 2015 to Capital 42-00
DECO Grant (Lighting @ Armstrong Park)	7,739				7,739.20	
DCEO					10,507.00	
YTD Interest Earned on Capital R&R Fund Balance						
Submitted Grants						
SRC- Accessible Entrance / CDBG	50,000					
Caroline park - CDBG * PENDING FORMAL APPROVAL ON 1/2/18*	200,000					
<b>Total Grants / Donations / Reimbursements Expected</b>	<b>3,622,239</b>		<b>2,169,633</b>	<b>0</b>	<b>1,406,246</b>	<b>2,169,633</b>
<b>TOTAL GRANTS / DONATIONS TO DATE:</b>						
<b>TOTAL PROCEEDS AVAILABLE TO DATE:</b>						<b>38,809,633</b>

**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	38,594,445

Net Bond Proceeds	36,640,000
Grants Applied to CIP Program	2,169,633
Total Proceeds	38,809,633
Expenditures	38,639,445
Total of YTD & Budgeted Projects through 2018:	\$ 170,189

- - - D E T A I L - - -

<b>Armstrong Park</b>	
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
<b>Armstrong Park Sled Hill Enhancement</b>	?
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<b>Multi-Year Total</b>	<b>2,470,076</b>
<b>Legal Fees</b>	
2014-YTD	114,047
<b>Multi-Year Total</b>	<b>114,047</b>
<b>CIP Admin</b>	
2010-YTD	708,963
<b>Multi-Year Total</b>	<b>708,963</b>
<b>Equipment/Vehicles</b>	
2010-2018	221,033
<b>Multi-Year Total</b>	<b>221,033</b>
<b>Dog Park</b>	
2010-2016	106,016

<b>Trails / Paths/Parking Lots/Lighting</b>	
2010-YTD	596,768
<b>Mitchel Lakes Trail Reconstruction - Est \$235,755 is not currently funded</b>	<b>596,768</b>
<b>Multi-Year Total</b>	<b>596,768</b>
<b>Playgrounds &amp; Parks (Include Carolshire, Community, Memorial Plaza, Horizon, etc)</b>	
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<b>Multi-Year Total</b>	<b>1,662,721</b>
<b>PMO</b>	
2010-YTD	949,435
<b>Multi-Year Total</b>	<b>949,435</b>

<b>FVRC Recreation Center</b>	
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Proposed:	
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<b>McCaslin Park &amp; CONCESSIONS</b>	
2010-2017	5,360,180
2018 YTD & Encumbered	6,107
Design Plans for Garage/HOLD	New Freezer
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<b>Coral Cove Water Park &amp; CONCESSIONS</b>	
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2018 YTD & Encumbered	10,650
Proposed:	
Main Pool Gutter Replacement- PLACEHOLDER ONLY	30,000
<b>Multi-Year Total</b>	<b>1,029,403</b>
<b>Coyote Crossing MiniGolf</b>	
2010-2017	45,684
2018 YTD	0
<b>Multi-Year Total</b>	<b>45,684</b>
<b>Elk Trail Recreation Center</b>	
2010-2017	44,389
2018 YTD & Encumbered	1,600
Deferred Maintenance Analysis Completed	
<b>Multi-Year Total</b>	<b>45,989</b>