

# Board Memo

**To:** Board of Commissioners

**From:** Jim Reuter, Executive Director

**Date:** October 31, 2018

**Re:** Capital Improvement Notes/Narrative – Financials as of **October 31, 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 October 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 gathered 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	1,500
<b>Multi-Year Total</b>	<b>45,989</b>

**2. Armstrong Park:**

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	-
<b>Proposed- Estimates Only:</b>	
Armstrong North Parking Lot (Water Quality Grant)	75,000
Tot Lot Removal/Fabric Shade Structure Added (HOLD)	10,000
Armstrong Park Sled Hill (ESTIMATE)	10,000
<b>Multi-Year Total</b>	<b>2,188,559</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. Installation of north perimeter landscaping is also complete.

Possible Future Projects include:

- Gymnastics Pit (Estimated \$25,000; not currently funded).

Simkus Recreation Center	
2010-17	2,425,026
2018 YTD & Encumbered	25,545
Proposed- Estimates Only:	
Gymnastics Pit - Est \$25,000 is not currently funded	
<b>Multi-Year Total</b>	<b>2,450,571</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 in the near future so an estimated \$30,000 in funding has been earmarked. The exhaust fan for the water park’s pump room has failed; it is considered a safety issue and will be replaced in this off season.

These repairs will be funded through the Capital Repair & Replacement fund, and therefore not impact this Capital Improvement Program:

- Re-surfacing of a portion of the water tower steps for the Dual Water Slides
- Repair and sealing of the concrete stairs tower for the Drop Slide

Coral Cove Water Park & CONCESSIONS	
2010-2017	988,753
2018 YTD & Encumbered	20,288
Proposed:	
Main Pool Gutter Replacement- PLACEHOLDER ONLY	30,000
<b>Multi-Year Total</b>	<b>1,039,041</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.

Previously reported under Playgrounds, the replacement of the south pathway near Pleasant Hill Park is underway. The cost will be shared between the Park District and School District. The District’s all-inclusive portion of the cost is \$37,832.

A grant for LED lighting through ComEd became available. Replacing lighting with LED fixtures will reduce electric costs/operating expenses. LED lighting is being installed inside/outside the Maintenance Facility, SRC Gymnasium, Coral Cove Deck, and outdoor lighting at Red Hawk Concessions. The total cost of \$16,032 recognizes a 50% rebate from ComEd. Funding was shifted to accommodate this improvement.

Trails / Paths/Parking Lots/Lighting	
2010-YTD	596,768
Pleasant Hill Pathway (previously under Playgrounds & Parks) (includes engineering/some tree removal in preparation/path work)	37,832
LED Lighting (Maint Fac/Simkus Gym/CCWP Deck/Redhawk Concession)	16,032
Mitchel Lakes Trail Reconstruction - Est \$235,755 is not currently funded	
<b>Multi-Year Total</b>	<b>650,632</b>

## 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. Staff and VCS are moving forward to transfer portions of the parcel to the Park District. Next steps include a formal survey to allow for conveyance of property. A Phase 1 environmental study will likely be required. We will also look for 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. The rubber tiles are considered an 'accessible surface' and will be funded by the Special Recreation Budget in lieu of the Capital Budget as previously planned.

Playgrounds & Parks (include Carolshire, Community, Memorial Plaza, Horizon, etc.)	
2010-2017	1,084,380
2018 YTD & Encumbered	99,112
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
Community Park	100,000
*Potential CDBG Grant Match	100,000
<b>Multi-Year Total</b>	<b>1,328,492</b>

## 7. Land/Shoreline Restoration:

Bedrock Construction completed a project to improve and stabilize the shoreline area surrounding the bridge at Veterans Park, and a second area of Mitchell Lake. No other projects are planned at this time.

<b>Land / Shoreline Restoration</b>	
2010-2018	1,646,571
	-
<b>Multi-Year Total</b>	<b>1,646,571</b>

8. **FVRC:** Staff has addressed the functionality of the geothermal system through the services of E-Cube and the geothermal system is now fully operational. Consultant has some tweaks in preparation for formal recommissioning. Total cost likely not to exceed another \$50,000.

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 were paid for from the Capital Improvement Budget and are included in the YTD/Encumbered total. Phase II is also considered very important; estimated at \$175,000 this project will be funded by the Capital Repair & Replacement Budget when we move forward and is therefore not included in this plan.

<b>FVRC Recreation Center</b>	
2010-2017	21,553,858
2018 YTD & Encumbered	172,051
<b>Proposed:</b>	
Balance of Geothermal	50,000
Indoor Pool Area Lighting-PLACE HOLDER ONLY	50,000
<b>Multi-Year Total</b>	<b>21,825,909</b>

9. **McCasin:**

Year to date expenses include the design services for a future storage garage near the hub; the project has been halted until futher direction from the Board.

<b>McCasin Park &amp; CONCESSIONS</b>	
2010-2017	5,360,180
2018 YTD & Encumbered	6,107
<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.

<b>Coyote Crossing Minigolf</b>	
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)	
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 \$138,571 in unassigned funds. There is also a balance of \$1,309,168 in the CAPITAL REPAIR & REPLACEMENT FUND.**

### Capital Improvement Plan

Using Financials Ending: October 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								
2011 Total	103,617			320,576	237,803	1,609,777	3,965	7,900								
2012 Total	0			285,700	(4,188)		50,658									
2013 Total				116,000	125,478		35,470									
2014 Total				15,063	8,605		509,389									
2015 Total		18,712			184,529		378,929									
2016 Total		19,888	17,097		164,342	11,600	926,418									
2017 Total		5,789	26,578		21,026	20,256	187,403									
June																
July																
Aug																
Sept																
Oct		1,600			37,730											
Nov					45,215											
Dec					Encumbered^											
2018 TOTAL	0	1,600	0	0	82,945	0	0	25,545	20,288	53,864	0	172,051	6,107	0	0	362,400
January																
February																
March					45,000											
April					Carolshire Bal^											
May																
June																
July																
August																
September																
October					100,000											
November					Community PK^											
December																
2019 TOTAL					145,000		95,000		30,000	55,000		50,000				
PROJECT TOTAL	106,016	45,989	45,684	949,435	1,312,325	1,646,571	2,188,559	2,450,571	1,099,041	705,632	221,033	21,794,109	5,366,287	708,963	114,047	38,694,262

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

Bonds	Grants	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			Rebate for Electric Vehicle Charging Stations
December 2011B Bond Issue Proceeds: (Fund 42-73)		2,000,000		1,000,000		1,000,000	Reimbursement Grant; 1st payment on 12-20-13; 2nd payment on 12-16-14
March 2013 Bond Issue Proceeds: (Fund 42-74)		5,000	06/07/12	5,000			Total Donation Received
<b>TOTAL BOND PROCEEDS TO DATE:</b>		100,000	12/13/13	100,000			First Installment Received; Balance of \$75,000 rovd 3-18-14
		190,000	06/05/12	190,000			Rovd \$50,000 6-5-12; Additional \$140,000 3-17-15 to 42-00
		117,000	12/20/12	117,133			Parking lot pavers; \$27,200 recvd 12-20-12; \$89,933.40 received 12-17-13
		50,000	12/27/12	50,000			Total Grant Received \$12,500 7-11-12; \$37,500 12-27-12
		388,000				388,000	Received; future Weber Turf Replacement
		700,000	12/31/15	700,000			\$200,000 final reimbursement Nov 2015 to Capital 42-00
		7,739	12/01/16			7,739.20	
<b>YTD Interest Earned on Capital R&amp;R Fund Balance</b>						10,507.00	
<b>Submitted Grants</b>							
SRC - Accessible Entrance / CDBG	AWARDED	50,000					
Caroline Park - CDBG	AWARDED	200,000					
<b>Total Grants / Donations / Reimbursements Expected</b>		<b>3,622,239</b>					
<b>TOTAL GRANTS / DONATIONS TO DATE:</b>				<b>2,169,633</b>	<b>0</b>	<b>3,406,246</b>	
<b>TOTAL PROCEEDS AVAILABLE TO DATE:</b>							<b>2,169,633</b>
<b>EXPENDITURES ( YTD - Budgeted - Encumbered )</b>							<b>38,809,633</b>

Actual 2010	952,293
Actual 2011	4,662,769
Actual 2012	13,355,896
Actual 2013	11,424,185
Budgeted / Encumbered 2014	3,996,157
Budgeted 2015	940,914
Budgeted 2016	1,624,761
Budgeted 2017	981,687
Budgeted 2018	362,400
Budgeted 2019	393,200
<b>TOTAL Projected Spending through 2018</b>	<b>38,694,262</b>

<b>Funding:</b>	
Net Bond Proceeds	36,640,000
Grants Applied to CIP Program	2,169,633
<b>Total Proceeds</b>	<b>38,809,633</b>
<b>Expenditures</b>	
Total of YTD & Budgeted Projects through 2018:	38,694,262
<b>Current Total of Unassigned Funds</b>	<b>\$ 115,371</b>



- - 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 (Water Quality Grant)	75,000
Tot Lot Removal/Fabric Shade Structure Added (HOLD)	10,000
Armstrong Park Sled Hill (ESTIMATE)	10,000
<b>Multi-Year Total</b>	<b>2,188,559</b>
<b>Simkus Recreation Center</b>	
2010-17	2,425,026
2018 YTD & Encumbered	25,545
Proposed- Estimates Only:	
Gymnastics Pit - Est \$25,000 is not currently funded	
<b>Multi-Year Total</b>	<b>2,450,571</b>
<b>Legal Fees</b>	
2010-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-YTD	221,033
<b>Multi-Year Total</b>	<b>221,033</b>
<b>Dog Park</b>	
2010-YTD	106,016

<b>Trails / Paths/Parking Lots/Lighting</b>	
2010-YTD	596,768
Pleasant Hill Pathway (previously under Playgrounds & Parks) (includes engineering/some tree removal in preparation/path work)	37,832
LED Lighting (Main Fc/Simkus Gym/CCMP Deck/Redhawk Concession)	16,032
Proposed - Estimates Only:	
20% of Mitchell Lake Path	55,000
<b>Multi-Year Total</b>	<b>705,632</b>
<b>Playgrounds &amp; Parks (include Carolshire, Community, Memorial Plaza, Horizon, etc.)</b>	
2010-2017	1,084,380
2018 YTD & Encumbered	82,945
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
Community Park	100,000
*Potential CDBG Grant Match	100,000
<b>Multi-Year Total</b>	<b>1,312,325</b>
<b>Land / Shoreline Restoration</b>	
2010-YTD	1,646,571
<b>Multi-Year Total</b>	<b>1,646,571</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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2010-2017	988,753
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Proposed:	
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<b>Coyote Crossing MiniGolf</b>	
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2018 YTD	0
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<b>Elk Trail Recreation Center</b>	
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