

**To:** Board of Commissioners

**From:** Sue Rini, Director of Finance & Administration

**Date:** **December 9, 2019**

**Discussion:** Capital Improvement Plan – Fourth Quarter 2019

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Commissioners,

The following is the quarterly update to the District's Capital Improvement Plan.

The Capital Budget is a rolling budget which carries over from year to year. We present this snapshot using October 31, 2019 financial statements. As projects wind down over the winter season, we do not expect any significant changes other than final payments of contracts already encumbered.

The following narrative and the accompanying spreadsheet provide an overview of ongoing capital improvements, as well as future needs.

**1. Armstrong Park:**

No projects are planned for Armstrong Park at this time.

<b>Armstrong Park</b>	
No Projects Planned at this time.	2,093,559
Refer to Trails/Paths/Parking Lots for North Armstrong Lot	
<b>Multi-Year Total</b>	<b>2,093,559</b>

**2. CIP Administration:**

These were charges for staff wage and benefits associated with the first several years of major Capital Projects and capital improvements. No additional charge backs were made after 2015.

<b>Land / Shoreline Restoration</b>	
2010-YTD	1,646,571
<b>Heritage Lake Shoreline - Estimate Only</b>	<b>80,000</b>
<b>Multi-Year Total</b>	<b>1,726,571</b>

**3. Carolshire Park:**

Estimated at \$400,000, the project came in under budget at \$353,857, therefore \$46,143 will be returned to the Capital Fund. The total charges against the Capital Fund are currently \$183,060. Once the CDBG grant reimburses the Capital fund, the net cost of Carolshire Park will be \$6,206. A financial project snapshot is reflected below:

<b>Carolshire Park - Project Summary</b>	
* Original Budget	400,000
* Final Project Total	353,857
* Balance Returned to Capital Fund	46,143
<b>YTD and Encumbered</b>	<b>183,060</b>
<b>Funding Breakdown:</b>	
Final Project Total	353,857
Cash-In-Lieu Funds	(85,808)
Special Rec Funding	(84,989)
<u>CDBG Final Grant Amount</u>	<u>(176,854)</u>
<b>Net Impact to Capital Fund:</b>	<b>6,206</b>
<b>Multi-Year Total (to Capital Budget/Before Grant )</b>	<b>183,060</b>

#### 4. Community Park:

Community Park is a good candidate for a CDBG or OSLAD Grant. \$100,000 was originally assigned to the project. Staff and VCS are working to complete formal transfer of designated parcels to the District. To date

\$7,683 has been spent to move forward with the property transfer and cover costs such as the District's share of the land survey to create a new plat with parcels designated between VCS and CSPD; a formal property appraisal, and an environmental assessment.

Staff has planned for some immediate improvements in 2020 that will bring the park up to District standards; they total approximately \$55,600 and include: repainting and minor bathroom repairs, new light poles, removal of a back stop, resurfacing of the basketball court, replacing the drinking fountain, and installation of a CSPD park sign. **Staff suggests \$800,000 in additional funding will be necessary to make any major improvements, or to qualify for any matching grants.**

Community Park	
YTD	7,683
Planned for 2020	55,600
Balance Available for improvements	36,717
<b>Additional Funding Suggested</b>	<b>800,000</b>
<b>Multi-Year Total</b>	<b>900,000</b>

#### 5. Coral Cove:

Staff anticipates that a full gutter repair in the zero-depth portion of the pool and major infrastructure repairs in the near future; rough estimate cost is \$500,000. Increased leaks in the pool liner have driven chemical and water costs higher over the last few years and indicate that the pool liner should be replaced; estimated cost will be \$550,000. **\$1,050,000 in additional funding will be necessary to make these major repairs.**

Coral Cove Water Park & CONCESSIONS	
YTD	1,054,385
<b>Major Repairs - Estimate</b>	<b>500,000</b>
<b>Pool Liner Replacement - Estimate</b>	<b>550,000</b>
<b>Multi-Year Total</b>	<b>2,104,385</b>

**6. Coyote Crossing Mini Golf**

The shade structure for the outdoor eating/party area will be replaced in 2020 with a metal style roof; it will be funded with operational repair dollars and therefore will not impact the Capital Budget. No other capital improvements are being suggested at this time.

<b>Coyote Crossing Minigolf</b>	
YTD	45,684
Shade Structure replaced with operating funds	-
<b>Multi-Year Total</b>	<b>45,684</b>

**7. Dog Park:**

No Projects are planned for the Dog Park. Minor improvements have been funded through Operational Repair & Replacement fund.

<b>Dog Park</b>	
YTD	106,016
<b>Multi-Year Total</b>	<b>106,016</b>

**8. Elk Trail Recreation Center:**

Kluber Architects & Engineers prepared a comprehensive Assessment and Deferred Maintenance Plan for Elk Trail Recreation Center. With Board direction to keep this building, and continue to run Preschool from this location, the deferred maintenance plan will guide the capital improvements needed. The roof was replaced in spring of 2019. **\$335,336 in additional funding will be necessary to complete the deferred maintenance plan..**

<b>Elk Trail Recreation Center</b>	
YTD	161,849
<b>Deferred Maintenance Plan</b>	<b>335,336</b>
<b>Multi-Year Total</b>	<b>497,185</b>

**9. 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. There are no current plans for repairs/replacement costs since the school district underwent a change in leadership. Staff has scheduled a meeting with the school district to discuss plans for the next 5 years. **Any potential shared repair costs are unknown at this time.**

Evergreen Gymnasium	
YTD	57,940
<i>*Requested CIP schedule for 2020-2025</i>	
<b>Multi-Year Total</b>	<b>57,940</b>

**10. FVRC:**

Phase I and II roof repairs at FVRC were completed over the last two years. Staff recommends that the final phase of repairs costing \$210,000 be completed in 2021-2022. **No funds have been earmarked for this repair at this time.**

The re-plastering of the indoor pool will be necessary in approximately 3-5 years. Staff will provide a cost estimate for planning purposes. **No funds have been earmarked for this repair at this time.**

FVRC Recreation Center	
YTD	21,881,488
<b>Future Roof Phase III</b>	<b>210,000</b>
<b>Future Indoor Pool Replastering - Cost Unknown</b>	<b>-</b>
<b>Multi-Year Total</b>	<b>22,091,488</b>

**11. GBN Turf Replacement:**

In accordance with the Park District’s Intergovernmental Agreement with Glenbard North High School and with Board direction to continue our partnership for the artificial turf football field, staff has set aside an amount not to exceed \$255,000 for summer of 2020 replacement of the turf field. Turf life span is approximately 8-10 years.

GBN Turf Replacement	
2020	255,000
<b>Multi-Year Total</b>	<b>255,000</b>

**12. Land/Shoreline Restoration:**

Work was completed last year to stabilize the shoreline area surrounding the bridge at Veterans Park, and a second area of Mitchell Lake. Staff has identified shoreline along the Heritage Lakes for restoration. Access to the lake will create a higher labor cost for this repair and restoration; staff suggests addressing this project in the near future. **No funds have been earmarked for this repair at this time.**

Land / Shoreline Restoration	
YTD	1,646,571
<b>Heritage Lake Shoreline - Estimate Only</b>	<b>80,000</b>
<b>Multi-Year Total</b>	<b>1,726,571</b>

**13. Legal:**

The total cost for legal fees paid for the suit by Riley Construction was \$114,047.

Legal Fees	
YTD	114,047
<b>Multi-Year Total</b>	<b>114,047</b>

**14. McCaslin:**

The artificial turf fields at McCaslin were installed with a 10-12 year life expectancy. With the park's opening in 2011-12, staff is estimating replacement of all 4 turf infields in the year 2023. **An Estimated \$500,000 of additional funding will be necessary for this future replacement.**

McCaslin Park & CONCESSIONS	
YTD	5,366,287
<b>Future Turf Replacement - Estimate Only</b>	<b>500,000</b>
<b>Multi-Year Total</b>	<b>5,866,287</b>

**15. Parks & Playgrounds:**

The Parks department maintains a repair & replacement schedule for the District’s 34 parks and playgrounds. Replacement standard is 20 years for playgrounds, and 10 years for play tile surfaces. Playgrounds are inspected and evaluated regularly and recommendations for replacement are always based on ‘actual’ condition. The playgrounds scheduled for assessment between 2020 and 2025 include: Appomattox, Armstrong Central, Blue Heron, Community, Friendship, Hampe, Papoose, and Walters.

Staff has received a proposal for development of a formal Playground Assessment & Replacement Plan. Similar to the deferred maintenance plan developed for Elk Trail Recreation Center, this plan will provide an expert ‘road map’ for the District’s playground repair and replacement needs. The assessment is budgeted in the 2020 Capital Budget. **At this time, staff is estimating \$820,000 of additional funding will be necessary to accommodate playground replacements through 2025.**

Playgrounds & Parks	
YTD	1,125,805
2020 Playground Repair & Replacement Plan	19,500
Future Playground Replacement - Estimate Only	820,000
<b>Multi-Year Total</b>	<b>1,965,305</b>

**16. PMO (Project Management Office):**

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

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

**17. Simkus Recreation Center:**

No projects are planned for Simkus Recreation Center at this time.

Simkus Recreation Center	
YTD	2,425,026
<b>Multi-Year Total</b>	<b>2,467,759</b>

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

Staff has submitted for a Recreational Trails Grant to repave 5,000 linear feet of 8-foot wide bituminous trail around Mitchell Lake. Grant would cover 80% of the cost, with the balance owed by the District - \$55,000. This path was also identified as a priority in the ADA Transition Plan and would therefore receive funding from the Special Recreation Budget. Results of the grant have still not been released, and the balance of the original \$55,000 continues to be held for this project.

The north Armstrong Park parking lot (nearest Kids World playground) requires a complete renovation. Staff is obtaining estimates and plans in order to be prepared for any grant opportunities. \$125,000 has been earmarked for this project.

Three other projects that would need to be funded in the next few years include:

- The Heritage Lakes Path
- Volunteer Park (Maintenance facility)
- Simkus Center parking lot sealcoating

Paving costs can be paid for through capital dollars as well as through the Paving & Lighting Levy. The levy funds are limited each year and would need to be accumulated over several years. Commitments through existing IGA's for other parking lot repairs (Evergreen Gymnasium, Wayne Township, and Town Center) will require all Paving & Lighting fund levy dollars through the end of 2021. Staff would like to explore hiring an expert to create a formal Paving Replacement Plan (similar to the Elk Trail Maintenance Plan) to provide an expert plan. **Additional funding will be necessary for future parking lot or trail repairs.**

<b>Trails / Paths/Parking Lots/Lighting</b>	
YTD & Encumbered in 2019	630,453
Balance of Mitchell Path	52,140
Balance of Armstrong North Parking Lot	124,400
<b>Future Parking Lot / Trails - Estimate Only</b>	<b>435,000</b>
<b>Multi-Year Total</b>	<b>1,241,993</b>



**19. Vehicles & Equipment:**

The fleet replacement schedule is reviewed annually. When practical replacements are deferred until replacement is necessary. With other repairs taking priority, the funding of the District’s fleet through the Capital Repair & Replacement fund will be insufficient.

Staff has also set aside \$60,000 to replace the 39 passenger bus in 2021-2022. As presented to the Board earlier this year, several vehicles will be sold or traded as part of the 2020 Vehicle and Equipment budget plans. **No Funds have yet been earmarked for future vehicle and equipment needs through 2025.**

Vehicles/Equipment	
YTD	234,977
2020 Vehicle/Equipment	123,800
Future 39-Passenger Bus - HELD	60,000
<b>Future vehicle/equipment through 2025 - Estimate</b>	<b>301,500</b>
<b>Multi-Year Total</b>	<b>720,277</b>

**Current Balance of ALL unassigned Capital Funds: \$639,316**

**Estimated Cost of UNFUNDED Capital Projects through 2025: \$3,892,520**

**Capital Improvement Plan**  
Using Financials Ending October 31, 2019

RUNNING ESTIMATES OF COSTS														TOTALS						
Armstrong Park	CIP Admin	Carrollshire Park	Community Park	Coral Cove Water Park & CONCESSIONS	Coyote Crossing Mini Golf	Dog Park	Elk Trail	Evergreen Gymnasium	Fountain View Rec Center	GBN Turf Rplcmnt	Land & Shoreline	Legal Fees	McCaslin Park & CONCESSIONS	Parks & Playgrounds	PMO	Simius Rec Center	Trails/Paths/ Parking Lots & Lighting	Vehicles & Equipment	Veteran's Memorial	
2010 Total	1,327	110,110				2,359			205,237		4,938				212,096	8,429	1,031	33,314		952,293
2011 Total	3,965	167,199				103,617			956,442		1,609,777				346,785		1,031	30,564		4,662,789
2012 TOTAL	50,658	147,030				0			9,787,436		0				237,803		146,223	49,560		13,955,896
2013 TOTAL	35,470	155,535		7,900				10,119,848	10,119,848		0			(4,188)	285,700		289,027	36,001		11,424,185
2014 TOTAL	509,389	81,877		250,038				445,736	413,556		0			125,478	116,000		65,162	46,291		3,996,157
2015 TOTAL	378,929	46,212		24,889				34,889	31,157		0			8,605	15,068		1,382,913	161,619		940,914
2016 TOTAL	926,418	0		36,123	17,097			18,932	18,932		11,600	8,844		9,989	0		189,155	25,203		1,624,763
2017 TOTAL	187,403	0		234,067	26,578			5,789	21,250		20,256			67,038	0		398,280	0		765
2018 TOTAL	0	0		20,288	0			1,600	166,211		0			6,107	28,310		36,372	36,360		393,687
2019 Projects:																				10,812
October-YTD/Enc/Heid		183,060														6,361				6,361
November				45,344				115,860	57,940											0
December				45,344					161,419											0
2020 Total	0	183,060		45,344	0	0	115,860	57,940	161,419	0	0	0	0	4,465			185	13,944	36,703	626,603
2020 Projects:																				0
Jan-March																				0
April-June																				0
July-Sept																				0
Oct-Dec										255,000										0
2020 Total	0	0		0	0	0	0	0	255,000	255,000	1,546,571	114,047	5,366,287	1,125,805	0	0	176,540	183,800	36,703	632,964
Multi-Year Project Totals	2,093,559	708,963		1,054,385	45,684	106,016	161,849	57,940	21,881,488	255,000	1,546,571	114,047	5,366,287	1,125,805	949,835	2,467,759	809,853	418,777	58,365	39,604,842
2021-2025 Proposed Projects - ROUGH ESTIMATES ONLY:																				727,157
Community Park			800,000																	
Coral Cove Pool Liner				550,000																
Coral Cove Major Repairs				500,000																
Heritage Lakes Path																				
Heritage Lakes Shoreline											80,000									
Elk Trail Deferred Maint.																				
Evergreen Gym							335,336	TBD												
PRC roof Phase III																				
PRC Indoor Pool Replacement																				
McCaslin Turf Replacement																				
Playgrounds thru 2025																				
SRC Parking Lot Sealcoat																				
Volunteer Parking Lot																				
Vehicles Replacement thru 2025																				
Estimated Totals:	0	0	0	1,050,000	0	106,016	335,336	57,940	21,091,488	255,000	1,726,571	114,047	5,866,287	1,945,805	0	0	435,000	301,500	0	4,531,836
Future Project Totals	2,093,559	708,963	183,060	2,104,385	45,684	106,016	497,185	57,940	22,091,488	255,000	1,726,571	114,047	5,866,287	1,945,805	949,835	2,467,759	1,244,853	720,277	58,365	44,136,678



DETAIL

<b>Armstrong Park</b>	No Projects Planned at this time	2,093,559
	Refer to Trails/Paths/Parking Lots for North Armstrong Lot	
<b>Multi-Year Total</b>		<b>2,093,559</b>
<b>CIP Admin</b>		
YTD		708,963
<b>Multi-Year Total</b>		<b>708,963</b>
<b>Carrollshire Park - Project Summary</b>		
* Original Budget		400,000
* Final Project Total		353,857
* Balance Returned to Capital Fund		46,143
YTD and Encumbered		183,060
Funding Breakdown:		
Final Project Total		353,857
Cash-in-Lieu Funds		(85,808)
Special Rec Funding		(84,989)
CPDGs Final Grant Amount		(176,854)
Net Impact to Capital Fund:		6,206
<b>Multi-Year Total (No Capital Budget/Before Grant)</b>		<b>183,060</b>
<b>Community Park</b>		
YTD		7,685
Planned for 2020		55,600
Balance Available for Improvements		36,717
Additional Funding Suggested		800,000
<b>Multi-Year Total</b>		<b>900,000</b>
<b>Coral Cove Water Park &amp; CONCESSIONS</b>		
YTD		1,054,385
Major Repairs - Estimate		500,000
Pool Liner Replacement - Estimate		550,000
<b>Multi-Year Total</b>		<b>2,104,385</b>
<b>Coyote Crossing Mini-golf</b>		
YTD		45,684
Shade Structure replaced with operating funds		45,684
<b>Multi-Year Total</b>		<b>45,684</b>
<b>Dog Park</b>		
YTD		106,016
<b>Multi-Year Total</b>		<b>106,016</b>
<b>Elk Trail Recreation Center</b>		
YTD		161,840
Deferred Maintenance Plan		235,338
<b>Multi-Year Total</b>		<b>397,178</b>
<b>Evergreen Gymnasium</b>		
YTD		57,940
* Requested CIP schedule for 2020-2025		57,940
<b>Multi-Year Total</b>		<b>57,940</b>
<b>EVRC Recreation Center</b>		
YTD		21,881,488
Future Roof Phase III		210,000
Future Indoor Pool Replastering - Cost Unknown		-
<b>Multi-Year Total</b>		<b>22,091,488</b>
<b>GBN Turf Replacement</b>		
2020		255,000
<b>Multi-Year Total</b>		<b>255,000</b>
<b>Land / Shoreline Restoration</b>		
YTD		1,646,571
Heritage Lake Shoreline - Estimate Only		80,000
<b>Multi-Year Total</b>		<b>1,726,571</b>
<b>Legal Fees</b>		
YTD		114,047
<b>Multi-Year Total</b>		<b>114,047</b>
<b>Mccaslin Park &amp; CONCESSIONS</b>		
YTD		5,866,287
Future Turf Replacement - Estimate Only		500,000
<b>Multi-Year Total</b>		<b>5,866,287</b>
<b>Playgrounds &amp; Parks</b>		
YTD		1,125,805
2020 Playground Repair & Replacement Plan		19,500
Future Playground Replacement - Estimate Only		830,032
<b>Multi-Year Total</b>		<b>1,965,305</b>
<b>PMO</b>		
YTD		949,435
<b>Multi-Year Total</b>		<b>949,435</b>
<b>Simkus Recreation Center</b>		
YTD		2,425,026
<b>Multi-Year Total</b>		<b>2,425,026</b>
<b>Trails / Paths / Parking Lots / Lighting</b>		
YTD & Encumbered in 2019		633,313
Balance of Mitchell Path		52,140
Balance of Armstrong North Parking Lot		128,400
Future Parking Lot / Trails - Estimate Only		835,300
<b>Multi-Year Total</b>		<b>1,244,853</b>
<b>Vehicles/Equipment</b>		
YTD		234,977
2020 Vehicle/Equipment		123,800
Future 38 Passenger Bus - HELD		60,000
Future vehicle/equipment through 2025 - Estimate		301,500
<b>Multi-Year Total</b>		<b>720,277</b>
<b>Veteran's Memorial @ Town Center</b>		
YTD		58,965
<b>Multi-Year Total</b>		<b>58,965</b>