



1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056
SPECIAL BOARD MEETING

MEMO TO: MT. PROSPECT PARK DISTRICT
BOARD OF COMMISSIONERS
PRESS
PUBLIC

FROM: STEVE KURKA, PRESIDENT

DATE: OCTOBER 20, 2017

RE: SPECIAL PARK BOARD MEETING
OCTOBER 25, 2017 - 6:30 P.M.
CENTRAL COMMUNITY CENTER
1000 W. CENTRAL, MOUNT PROSPECT, IL

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

APPROVAL OF AGENDA

PUBLIC COMMENT

NEW BUSINESS

- A. Capital Improvement Projects - FY 2018 (Review & Discussion)

ADJOURNMENT



MEMORANDUM

To: Board of Park Commissioners

From: Dan Malartsik, Executive Director

Date: October 25, 2017

Re: **FY 2018 CAPITAL IMPROVEMENT PLAN (CIP)**

SUMMARY & BACKGROUND:

As a part of the 2018 budget process, staff began developing a list of capital projects and improvements necessary to maintain parks, facilities, equipment and services provided by the Mt. Prospect Park District.

Funding for the Capital Improvement Plan for FY 2018 comes from the monies leftover from the annual rollover bonds after the district pays existing debt obligations and funds the internal service fund. Additional money may also become available from unallocated funds from previous bond issues.

Directors and district-wide management staff were tasked to identify capital projects and needs in their areas. Additionally, staff incorporated items from the 20 year Property Condition Report (completed by ACG in 2014) as needed. Once the plan was created, it was submitted to the Executive Director for review. Typically, the capital improvement items submitted by district staff far exceed the funding available. With the district's aging facilities, infrastructure items to keep up with maintenance and equipment replacements remain a top priority. The plan is reviewed by the Executive Director with input and direction from President Kurka and Vice President Tenuta. Adjustments were made based on the funding that is available for the plan.

As the district begins the strategic planning process, the development of short and long-term capital funding strategies will be identified within the plan for the board to consider.

The Capital Improvement Plan for FY 2018 is included in the board packet for review and discussion. The final capital improvement plan list for FY 2018 will be on the November 15 Regular Meeting Agenda for approval.

DOCUMENTS ATTACHED

FY 2018 Draft Capital Improvement Plan

Item/Project Description	Capital Expend. Funds (annual roll-over bonds)	Lighting & Paving Fund	NWSRA ADA Fund	TOTAL Project Cost	NOTES
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FACILITIES/PARKS/VEHICLES & EQUIPMENT

Facilities

Lions Recreation HVAC maintenance and upgrades	7,500			7,500	Compressor and unit maintenance
CCC HVAC maintenance and upgrades	7,500			7,500	Compressor and unit maintenance
CCC RTU replacement (unit #5 & #9)	65,000			65,000	Replacement of 2 RTU's that are currently at 50% capacity
CCC Roof Inspection	5,000			5,000	Assessment to determine the maintenance and repair work needed
CCC Gym floor refinish	4,020			4,020	Preventative maintenance cycle
FPC New fountain for pond	6,800			6,800	Several maintenance hours are spent repairing the fountain that is past its useful life
Lions Gym floor refinish	2,674			2,674	Preventative maintenance cycle
RecPlex Parking Lot LED Conversion		10,000		10,000	Energy Efficiency LED Bulb Replacement
Sub-Totals	\$98,494	\$10,000	\$0	\$98,494	

Parks

Tree Removal & Replacement 2018	35,000			35,000	Districtwide tree removal and replacement
Majewski Berm Removal	5,000			5,000	Required by MWRD
Bridge Inspections	5,000			5,000	Bidge Inspections at High Lines West & Melas Parks
Batting Cage Tunnel Net Replacements	4,200			4,200	Replacement at FPC, Lions, & Meadows Parks
Infield Groomer	12,400			12,400	Athletic field groomer to replace old equipment
Ice Rink Liners	2,000			2,000	Lions & High Ridge Knolls Parks
High Lines West Path System Engineering & Permitting		7,000		7,000	Engineering specifications and permitting in 2018 for project scheduled in 2019
Parks Seal Coat & Crack Repair		43,000		43,000	District-wide park pathway repair work
Athletic Field Lighting Repairs & Maintenance		20,000		20,000	District-wide Athletic Field Lighting Repairs
Sub-Totals	\$63,600	\$70,000	\$0	\$63,600	

Vehicles & Equipment

2000 C150 Pick-up Truck #7 Replacement	28,000			28,000	Replacement of old truck
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Parks Equipment

2005 Large Area Mower Replacement (Jac #2)	88,000			88,000	Replacement of old mowing equipment
Grounds Equipment/Repair	6,000			6,000	Replacement of Small Equipment past its useful life
Sub-Totals	\$122,000	-	-	\$122,000	

Totals - Parks & Planning	\$284,094	\$80,000	\$0	\$284,094	
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Item/Project Description	Capital Expend. Funds (annual roll-over bonds)	Lighting & Paving Fund	NWSRA ADA Fund	TOTAL Project Cost	NOTES
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RECREATION

RecPlex Strength Equipment Upgrades	8,600			8,600	Strength Equipmnt Replacements
RecPlex electronic sign	78,000			78,000	Replacement of broken sign
FPC electronic sign	80,000			80,000	New Sign at Friendship Park to identify the facility and promote MPPD events
FPC electronic sign grant	-80,000			-80,000	Possible Grant money available for the new sign
CCC - Fitness Strength Equipment Upgrades	10,900			10,900	Annual Fitness Equipment Replacements
Lions Tables & chairs replacement	8,300			8,300	Replacing broken tables and chairs at Lions Recreation Center
Big Surf chaise lounge chair replacement (70)	8,000			8,000	Replacement of 70 chaise lounge chairs at Big Surf
Totals - Recreation	\$113,800	\$0	\$0	\$113,800	

ADMINISTRATION TECHNOLOGY

RegSys Maintenance	\$24,000			\$24,000	Annual cost of registration software system maintenance
Technology Equipment & Services	12,000			12,000	Annual equipment replacement & upgrades to newer technologies
AppliTrack, TimePro, Smart Fusion	13,125			13,125	Annual subscriptions to Frontline Technologies, Commeg & Harris
Software/Computer Network	9,600			9,600	Programming requirements - allow mobile shopping & improve web purchasing
Amazon Web Services (Smart Fusion, timepro.etc)	7,500			7,500	Back-up services & data storage
Technology Services	5,800			5,800	Annual subscription for anti-virus, malware, and security features
Sophos SG 330 Security Appliance	7,000			7,000	Firewall Equipment Replacement
Regsys New Development	7,500			7,500	Software development for online membership purchasing capabilities
Facility Dude Maintenance Software	7,100			7,100	New equipment repair and work order software
District Website	30,000			30,000	New Website for the district
Totals - Administration	\$123,625	-	-	\$123,625	

GOLF COURSE

Lease payments for Golf Cart GPS system	\$39,000			\$39,000	Annual Lease Payments for the GPS System
Fuel Station Tank Gauging Replacement	13,500			13,500	Required by the Illinois State Fire Marshal
MPGC HVAC maintenance and upgrades	5,000			5,000	Compressor and unit maintenance
1996 Toro Fairway Mower Replacement	59,000			59,000	Replacement of old mowing equipment
Totals - Golf	116,500	-	-	116,500	

Total Proposed Capital Projects/Improvements \$638,019 \$80,000 \$0 \$638,019

Estimated Funds available toward FY 2018 Capital Improvements/Projects

-from September 2017 Roll-over Bond Issue	\$590,000				
-from re-allocation of prior bond proceeds	\$71,000				
Total Estimated Funds Available for Capital Improvements/Projects	\$661,000				
Estimated Balance	\$22,981	+/- Balance			

Dollar % by Area

Percentage-Facilities	15%
Percentage-Parks	33%
Percentage-Recreation	18%
Percentage-Administration Technology	19%
Percentage-Golf Course	18%